

AGENDA

CANBY CITY COUNCIL MEETING

July 16, 2008, 7:30 P.M.

Council Chambers

155 NW 2nd Avenue

Mayor Melody Thompson

Council President Walt Daniels

Councilor Teresa Blackwell

Councilor Paul Carlson

Councilor Randy Carson

Councilor Tony Helbling

Councilor Wayne Oliver

CITY COUNCIL MEETING

1. CALL TO ORDER

A. Pledge of Allegiance and Moment of Silence

B. Canby Fire District #62 "Fill-The-Boot" Day

Pg. 1

2. COMMUNICATIONS

3. CITIZEN INPUT & COMMUNITY ANNOUNCEMENTS

(This is an opportunity for visitors to address the City Council on items not on the agenda. It is also the time to address items that are on the agenda but not scheduled for a public hearing. Each citizen will be given 3 minutes to give testimony. Citizens are first required to fill out a testimony/comment card prior to speaking and hand it to the City Recorder. These forms are available by the sign-in podium. Staff and the City Council will make every effort to respond to questions raised during citizens input before tonight's meeting ends or as quickly as possible thereafter.)

4. MAYOR'S BUSINESS

5. COUNCILOR COMMENTS & LIAISON REPORTS

6. CONSENT AGENDA

(This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may be discussed if it is pulled from the consent agenda to New Business.)

A. Approval of Minutes of the July 2, 2008 City Council Regular Meeting

7. PUBLIC HEARINGS

A. ANN 08-03 Jarboe

Pg. 2

B. ANN 08-04 Willow Creek Estates

Pg. 85

8. RESOLUTIONS & ORDINANCES

A. Ord., 1284, Authorizing Purchase of One 2008 Honda Odyssey LX Van for the Canby Police Department (**2nd Reading**) Pg. 191

B. Ord. 1285, Authorizing Contract with Mowry Rebar, Inc. to Construct a Picnic Shelter and Related Improvements at Legacy Park (**2nd Reading**) Pg. 193

C. Ord. 1286, Amending Canby Municipal Code Chapter 16.40.014 Concerning Flood Hazard Protection Pg. 195

- D. Ord. 1288, Authorizing Contract Extension with Cynthia Thompson of BCB Consulting for Professional Services for Management of Canby Area Transit Service
Pg. 202
- E. Ord. 1289, Authorizing Contract with Winstead and Associates to Provide Building Code Services
Pg. 211
- F. Ord. 1290, Authorizing Contract with MixZon, Inc. to Complete a Mixing Zone Study and Reasonable Potential Analysis for the Wastewater Treatment Department
Pg. 220

9. NEW BUSINESS

10. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

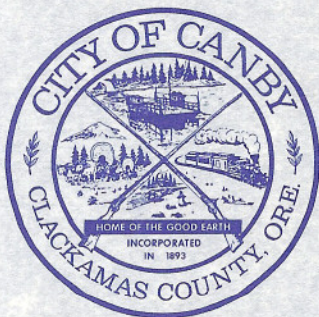
11. CITIZEN INPUT

12. ACTION REVIEW

13. EXECUTIVE SESSION: ORS 192.660(2)(h) Pending Litigation and ORS 192.660(3) Labor Negotiations

14. ADJOURN

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Kim Scheafer at 503.266.4021 ext. 233. A copy of this Agenda can be found on the City's web page at www.ci.canby.or.us. City Council and Planning Commission Meetings are broadcast live and can be viewed on OCTS Channel 5. For a schedule of the playback times, please call 503.263.6287.



Office of the Mayor

Proclamation

Canby Fire District #62 "Fill-the-Boot" Day

WHEREAS, Canby Fire District #62 has been working with the Muscular Dystrophy Association in their fight against neuromuscular disease; and

WHEREAS, "Fill-the-Boot" is an opportunity for Oregon firefighters to ask community members to drop donations into their fire boots to help local families served by MDA in the state. This year marks the 54th anniversary of the partnership between firefighters and MDA in the fight against muscle wasting diseases; and

WHEREAS, Canby Fire District #62 has spent many hours collecting money on the streets for this campaign; and

WHEREAS, firefighters, locally and nationally, are the largest contributors to the MDA, collecting more than \$25 million dollars in 2007 to help in the fight against the 43 different types of neuromuscular diseases.

NOW, THEREFORE, I, Melody Thompson, by virtue of the authority vested in me as Mayor of the City of Canby, do hereby proclaim Saturday, July 26, 2008 as:

Canby Fire District #62 "Fill-the-Boot" Day for the City of Canby

Given unto my hand this 16th day of July, 2008.

Melody Thompson
Mayor



M E M O R A N D U M

TO: *Honorable Mayor Thompson and City Council*
FROM: *Melissa Hardy, Associate Planner*
THROUGH: *Mark C. Adcock, City Administrator*
DATE: *July 16, 2008*
RE: *Annexation Application (ANN 08-03)*

Summary

Gary Spanovich has submitted an application to the City of Canby to annex approximately 2 acres of property located at 1335 N.E. Territorial Road (*see Exhibit A of Attachment 2 - Vicinity Map*).

The property is designated as High Density Residential in the City of Canby Comprehensive Plan. An area annexed to the city shall be automatically classified in the zone which best conforms to the land use map of the Comprehensive Plan, pursuant to Canby Municipal Code (CMC) 16.08.040; therefore, if the property is annexed, the zone which best conforms to the land use map of the Comprehensive Plan is High Density Residential (R-2).

Upon receipt of the Planning Commission's recommendation on this application, the City Council may vote to either approve or deny the application based upon the record of the Planning Commission's public hearing; -OR- the City Council may choose to conduct a second public hearing to receive additional testimony on the application before rendering a decision. If the City Council approves the annexation application, the City Recorder will return to Council with a ballot title appropriate to forward the question to Canby voters in the general election on November 04, 2008.

Recommendation

Planning Commission has forwarded the following recommendation of approval to City Council:

- The Planning Commission recommends that City Council approve and set for an election ANN 08-03, based upon the Planning Commission's findings (*see Attachment 1 – Planning Commission Findings*), and that upon annexation the zoning of the property be designated as High Density Residential (R-2).

Background

The Planning Commission held a public hearing on June 09, 2008, concerning this annexation application. The Planning Commission found that the annexation application meets all of the approval criteria set forth in Canby Municipal Code (CMC) 16.84.040.A, based upon all information presented at the June 09, 2008, public hearing, including the May 28, 2008, staff report (*see Attachment 2 – Planning Commission Staff Report and Exhibits*) and one additional written comment (*see Attachment 3 – Additional Public Comment*).

Alternatives

1. As an alternative to the recommended action, the City Council may choose to deny the annexation application based upon modified findings, in which case the annexation will not be submitted to the voters of Canby.

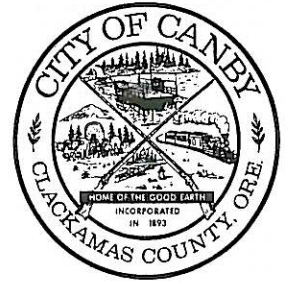
Attachments

1. Planning Commission Findings
2. Planning Commission Staff Report and Exhibits
3. Additional Public Comment

ATTACHMENT 1

Planning Commission Findings

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**BEFORE THE PLANNING COMMISSION
OF THE
CITY OF CANBY**

**A REQUEST TO ANNEX TWO)
ACRES OF LAND INTO THE)
CITY OF CANBY)**

**FINDINGS, CONCLUSIONS & ORDER
ANN 08-03**

NATURE OF APPLICATION

The applicant is proposing to annex approximately 2 acres into the City of Canby

HEARINGS

The Planning Commission held a public hearing to consider the application on June 09, 2008.

CRITERIA AND STANDARDS

The Planning Commission forms a recommendation that the City Council may consider after conducting a public hearing. If the City Council approves the application, it forwards its recommendation to the voters of Canby as a ballot measure where a final decision is reached during a general election.

Section 16.84.040 of the Canby Municipal Code states that when reviewing a proposed annexation, the Commission shall give ample consideration to the following:

1. Annexation shall be in keeping with prioritization categories, as designated on the adopted maps showing growth phasing (Urban Growth Element of the Comprehensive Plan);
2. Analysis of the “need” for additional property within the city limits shall be provided;
3. Smaller non-farm land shall be considered a priority for annexation over larger farm land;
4. Access shall be adequate to the site;
5. Adequate public facilities and services shall be available to service the potential (or proposed) development;
6. Compliance with other applicable city ordinances or policies;

Findings, Conclusion and Final Order
ANN 08-03
Page 1 of 4

7. Compliance of the application with the applicable sections of Oregon Revised Statutes Chapter 222. (In other words, a triple majority type application must contain proof that a triple majority does, in fact, exist, etc.);
8. Risk of natural hazards which might be expected to occur on the subject property shall be identified;
9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas;
10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

FINDINGS AND REASONS

The Planning Commission deliberated on all input presented at the June 09, 2008 meeting. The Planning Commission also incorporates the May 28, 2008 Staff Report and Commission deliberations as support for its decision.

CONCLUSION

The Planning Commission of the City of Canby concludes that, based on the findings and conclusions contained in the May 28, 2008 Staff Report, and based on Commission deliberations at the June 09, 2008 public hearing:

1. The subject property is located within an area designated as Type A urbanization land.
2. An analysis of the need for additional property within the city limits has been provided, including the amount of developable land currently within the city limits, the approximate rate of development of those lands, and how the proposed annexation will affect the supply of developable land within the city limits.
3. The property meets the small, non-farm land definition and is considered a priority for annexation.
4. Adequate access is available to the site.
5. Adequate public facilities and services are available to service potential development of the subject property.
6. The annexation proposal is in compliance with other applicable City ordinances or policies.
7. The annexation proposal complies with all applicable sections of Oregon Revised Statutes Chapter 222.
8. No natural hazards have been identified on the subject property.
9. There are no specially designated open spaces, scenic, historic or natural resource areas

identified on the subject property.

10. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

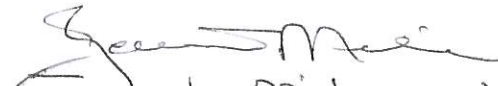
RECOMMENDATION

IT IS RECOMMENDED BY THE PLANNING COMMISSION of the City of Canby that the City Council **APPROVE** annexation application **ANN 08-03** subject to the following understanding:

1. Upon annexation, the zoning of the subject property be designated as High Density Residential (R-2).

I CERTIFY THAT THIS ORDER recommending **APPROVAL** of **ANN 08-03** to the City Council was presented to and **APPROVED** by the Planning Commission of the City of Canby.

DATED this 23rd day of June, 2008.



for Daniel K. Ewert, Chairman
Canby Planning Commission



Melissa Hardy
Associate Planner

ATTEST:

ORAL DECISION – June 09, 2008

AYES: Ewert, Holte, Milne, Slagle, Taylor

NOES: None

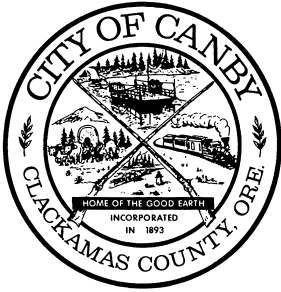
ABSTAIN: None

ABSENT: None

ATTACHMENT 2

Planning Commission Staff Report and Exhibits

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STAFF REPORT

APPLICANT:

Gary Alan Spanovich, AICP
P.O. Box 1067
Canby, OR 97013

FILE NO.:

ANN 08-03

OWNER:

Henry E. Jarboe
1335 N.E. Territorial Road
Canby, OR 97013

STAFF:

Melissa Hardy
Associate Planner

LEGAL DESCRIPTION:

Clackamas County Assessor Map
and Tax Lot Number 31E27CB-01600

DATE OF REPORT:

May 28, 2008

LOCATION:

1335 N.E. Territorial Road, southeast of the
intersection of N.E. Territorial Road and
N. Molalla Forest Road

DATE OF HEARING:

June 09, 2008

COMP. PLAN DESIGNATION:

High Density Residential (HDR)

ZONING DESIGNATION:

Clackamas County Rural Residential
Farm/Forest 5-Acre District (RRFF-5)

I. APPLICANT'S REQUEST:

The applicant is proposing to annex approximately 2 acres into the City of Canby.

II. ANNEXATION APPROVAL CRITERIA:

Canby Municipal Code (CMC) Section 16.84.040 states that when reviewing a proposed annexation, the Planning Commission shall give ample consideration to the following:

1. Annexation shall be in keeping with prioritization categories, as designated on the adopted maps showing growth phasing (Urban Growth Element of the Comprehensive Plan). Areas designated as Type A urbanization lands shall be annexed prior to those areas shown as Type B, etc. Annexation which is not in keeping with the phased growth concept shall only be permitted when the following findings are made (The burden of proving the appropriateness of the annexation is greatest for those proposals which are least in keeping with the phased growth concept):
 - a. Appropriateness of the annexation in terms of timing for city growth and development;

- b. There will be some special benefit to the city overall as a result of the annexation which would not occur if the phased growth pattern was followed;
 - c. The annexation will result in no adverse impacts on the city's planned provision of public facilities and services.
2. Analysis of the need for additional property within the city limits shall be provided. The analysis shall include the amount of developable land (within the same class of zoning – low density residential, light industrial, etc.) currently within the city limits; the approximate rate of development of those lands; and how the proposed annexation will affect the supply of developable land within the city limits. A supply of developable residential land to provide for the anticipated population growth over the following three years is considered to be sufficient.
 3. Smaller non-farm land shall be considered a priority for annexation over larger farm land.
 4. Access shall be adequate to the site.
 5. Adequate public facilities and services shall be available to service the potential (or proposed) development.
 6. Compliance with other applicable city ordinances or policies.
 7. Compliance of the application with the applicable sections of Oregon Revised Statutes Chapter 222. (In other words, a triple majority type application must contain proof that a triple majority does, in fact, exist, etc.).
 8. Risk of natural hazards which might be expected to occur on the subject property shall be identified.
 9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas.
 10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

III. ANALYSIS OF PROPOSAL:

Summary of Application – The applicant is proposing to annex approximately 2 acres of property, located at 1335 N.E. Territorial Road (*see Exhibit A – Vicinity Map*). The property is located inside the Canby Urban Growth Boundary, and the city limits abuts the property to the north, east, and west. According to the applicant's submittals, the property is currently developed with a single-family dwelling, a garage, a trailer, and a well house. If the property is annexed, the existing use of the property will become legal non-conforming (the existing residential use does not meet minimum density standards), and will be subject to the non-conforming provisions of CMC Section 16.52. The applicant's submittals are attached (*see Exhibit B – Applicant's Submittals*).

Appropriate Zoning Designation – The property is designated as High Density Residential in the City of Canby Comprehensive Plan (1984 City of Canby Comprehensive Plan). An area annexed to the city shall be automatically classified in the zone which best conforms to the land

use map of the Comprehensive Plan, pursuant to CMC Section 16.08.040; therefore if the property is annexed, the zone which best conforms to the land use map of the Comprehensive Plan is High Density Residential (R-2).

Consideration of Criteria –

Criteria 1. Annexation shall be in keeping with prioritization categories, as designated on the adopted maps showing growth phasing (Urban Growth Element of the Comprehensive Plan). Areas designated as Type A urbanization lands shall be annexed prior to those areas shown as Type B, etc.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

The parcel being proposed for annexation is listed as a Priority "Type A" designated parcel in the Urban Growth Element; and thus the annexation criteria is met.

Staff Comments: Staff concurs with the applicant. The subject property is located within an area designated as Type A urbanization land (see Exhibit C – Copy of Growth Priorities Diagram).

Criteria 2. Analysis of the need for additional property within the city limits shall be provided. The analysis shall include the amount of developable land (within the same class of zoning – low density residential, light industrial, etc.) currently within the city limits; the approximate rate of development of those lands; and how the proposed annexation will affect the supply of developable land within the city limits. A supply of developable residential land to provide for the anticipated population growth over the following three years is considered to be sufficient.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

This proposed annexation of 2 acres will have minimal impact on the supply of developable land in the City. Primarily because there is no development plan associated with the proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

However in order to address the criteria, if this is annexed, Mr. Jarboe's parcel would be brought in as high density residential which would allow for the development of 14 units per acre or a total of 28 single family units. Appendix D contains statistical information on the existing supply and demand of buildable land in the City from which the response is based on. The following conclusions can be made from Appendix D:

- Table 2: Cumulative population change for Oregon:

- From 2000 to 2007, Oregon had a population change of 9.5%; or 1.4%+ per years; or about 46,574 persons per year.
- Development of density by housing type:
 - High Density Residential: 1990-2000; 38.74 acres of development; with a density of 11.8 units per acre; and 458 units.
 - Multi Family: 1989-2003: 26.4 acres of development; density of 16.1 units per acre; and 342 units.
- Comprehensive Plan; Pages 34-42:
 - It is expected that the High Density Residential will need to accommodate:
 - 127 people at 2.4 persons per unit
 - 4.4 acres with 12 units an acre for 53 units
 - Year 2000 Residential Development: High Density Areas: 1337 people

In a previous Annexation Application (withdrawn-September 30, 2005 Territorial Road Annexation) which was put forth on three lots, including Mr. Jarboe's lot, the following conclusions were drawn:

- A 2001 housing evaluation showed the City's 9.3 acres in Neighborhood Two, were vacant in HDR zoning designation, out of a total of 44.2 vacant buildable acres in the neighborhood as a whole. Most of the vacant land in this neighborhood is in the Low Density Residential Category.

The latest figures available from staff indicate there are 142 lots of un-used capacity in high density residential, or a projected 2.75 years of land inventory in this category. This supply is less than the three year supply cited in ORS 197.296(5(b)) as desirable for satisfying housing need. These figures also include approved projects that are not yet planned. Thus we can conclude the annexation criteria are met.

Staff Comments: The City of Canby Comprehensive Plan's adopted methodology for forecasting the potential residential development potential of lands designated High Density Residential is to subtract 20 percent of the land area for public rights-of-way and easements, then subtract 5 percent of the remaining land area for an assumed vacancy rate, then multiply the remaining acreage by 14 dwelling units per acre. Using this methodology, the assumed residential development potential of the 2 acre site proposed for annexation is 22 dwelling units ($2 - 0.40 = 1.60 - 0.08 = 1.52 \times 14 = 21.28$). Depending upon how the property is actually developed, more or less dwelling units may result. The City of Canby Comprehensive Plan's projection for number of dwelling units to be constructed on lands that are inside the city limits and that are designated High Density Residential is a total of 53 units during the planning period of 1984 to 2000. The Comprehensive Plan has not been updated to include any development projections for any subsequent period of time. The City of Canby has no adopted studies contrary to the remainder of the applicant's statements; therefore, staff concurs with the remainder of the applicant's statements.

Criteria 3. Smaller non-farm land shall be considered a priority for annexation over larger farm land.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

The 87,108 square foot parcel is a non farm use and thus the annexation criteria are met.

Staff Comments: Staff concurs with the applicant's statement that the subject property meets the definition of small, non-farm land.

Criteria 4. Access shall be adequate to the site.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

Appendix B contains the Transportation Analysis for this annexation request. The report concludes:

- Sight Distance: "it is assumed that the on site vegetation would be removed with future development of the site. There are no other conditions on NE Territorial Road on the site that would preclude achieving adequate sight distance".
- Highway Capacity: "The addition of 21 peak hour trips onto the roadway (Territorial) will not exceed the facility's capacity."
- Safety: "Site access with any development should be taken away from the access to Molalla Forest Road; there are locations where safe access could be taken."

Staff Comments: The subject property abuts N.E. Territorial Road to the north and Molalla Forest Road to the west. Requirements for street improvements in order that adequate access be available, are determined at the time that development of the property is proposed. The Transportation Analysis prepared by Lancaster Engineering concludes that there are locations at which access could be obtained safely. Staff concludes that adequate access is available, or can be made available at the time of development, to the site.

Criteria 5. Adequate public facilities and services shall be available to service the potential (or proposed) development.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

According to the Canby engineering staff; there is currently a 14 inch diameter water main in NE Territorial Road and a 12 inch diameter water main in NE Redwood Road, with adequate capacity to serve this site. Also there is currently a 20 inch diameter sanitary sewer main in NE Redwood Street with adequate capacity to serve this site. It is assumed that storm water runoff from this site will be disposed of on site via infiltration systems, as currently configured. There is safe transportation access and plenty of capacity to serve this site. The site is located near the Willamette Valley Country Club and a large Eco Park, an undeveloped parcel owned by the City. It can be concluded that the site has adequate public facilities and services to service the annexation and thus the annexation criteria is met.

Staff Comments: The annexation application was forwarded to all public facility and service providers. All respondents to date indicated that adequate public facilities are available or will become available through development of the property (*see Exhibit D – Service Provider Comments*). The Transportation Analysis prepared by Lancaster Engineering concluded that additional vehicle trips generated by potential development of the property will not exceed the transportation facility's capacity. Staff concludes that adequate public facilities and services are available, or can be made available, to service potential development of the subject property.

Criteria 6. Compliance with other applicable city ordinances or policies.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

Once annexed into the City of Canby, the proposed development will be required to meet all City standards for the high-density plan designation and the R-2 residential zoning district; thus the annexation criteria is met.

Staff Comments: Staff concurs with the applicant's statement. The property is designated as High Density Residential in the City of Canby Comprehensive Plan. Therefore if the property is annexed, the zone which best conforms to the land use map of the Comprehensive Plan is High Density Residential (R-2).

Criteria 7. Compliance of the application with the applicable sections of Oregon Revised Statutes Chapter 222. (In other words, a triple majority type application must contain proof that a triple majority does, in fact, exist, etc.).

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

Hank Jarboe is the owner of the parcel and gives his full consent to annex; Appendix C contains an affidavit that he and his mother have signed as the only registered voters on the site. The applicant has also filed this annexation proposal in accordance with the Charter and Cod of the City of Canby, State of Oregon. Thus the annexation criteria are met.

Staff Comments: All information submitted by the applicant indicates that this annexation application meets all applicable sections of Oregon Revised Statutes Chapter 222. The signed affidavit referenced by the applicant above as contained in Appendix C was submitted by the applicant as part of the annexation application, and is part of the official record.

Criteria 8. Risk of natural hazards which might be expected to occur on the subject property shall be identified.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

There are no known natural hazards in the area that are expected to affect this property. The parcel itself is basically flat and is not located within a flood plain; thus the annexation criteria are met.

Staff Comments: No natural hazards have been identified on the subject property.

Criteria 9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

The parcel is located across NE Territorial Road from Eco Park, but has no direct access to the park. A pedestrian connection could be provided via Molalla Forest Road. The applicant will be responsible for any appropriate park SDC fees.

There are no significant historic or natural resources located on the project site; thus the annexation criteria are met.

Staff Comments: There are no specially designated open spaces, scenic, historic or natural resource areas identified on the subject property.

Criteria 10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

Applicant's Proposed Findings (see Exhibit B – Applicant's Submittals):

There are no adverse economic impacts to this annexation proposal. The project will pay sewer and water fees to the City; thus the annexation criteria are met.

Staff Comments: No significant adverse effects on the economic, social, and physical environment of the community as a whole have been identified.

IV. PUBLIC INPUT RECEIVED:

Neighborhood Meeting – The applicant held a neighborhood meeting on February 04, 2008. Per the applicant's meeting notes (*see Exhibit B – Applicant's Submittals*), questions received during the meeting concerned what the City's long range plan is for Territorial Road, what type of development could occur on the property, and whether the property flooded in 1996. Comments received included concerns regarding a safety hazard at the intersection of the logging road, the bike lane, and Territorial Road.

Staff Response to neighborhood meeting comments:

- *What is the City's long range plan for Territorial Road?* ... N.E. Territorial Road is identified as an "arterial" in the Transportation System Plan.
- *What type of development could occur on the property?* ... If the property is annexed, development of the property will be required to be consistent with all applicable land use standards in Canby's Title 12 Land Development and Planning Ordinance.
- *Did the property flood in 1996?* ... The City of Canby does not keep record of when/where specific flooding occurs on private properties.
- *Safety hazard at the intersection of the logging road, bike lane, and Territorial Road.* ... Improvements to N.E. Territorial Road are identified in the capacity improvement project list in Chapter 4 of the Transportation System Plan, which could improve safety on that roadway.

Public Comments – Notices were mailed to residents and owners of property within 500 feet of the subject property, and to the Traffic Safety Committee and the Bike and Pedestrian Advisory Committee. Comments were received as follows (*see Exhibit E – Public Comments*):

- Traffic Safety Committee: no comments received.

- Bike and Pedestrian Advisory Committee: Provide adequate curbing, sidewalk, curb cuts, bike lane striping, and perpendicular drain grade per tire traffic.

Staff Response: Public street improvements are required at the time a property is developed. If the subject property is annexed, street improvement requirements will be determined at the time the property is developed.

- Citizen Comment (Darla Hill): (*paraphrased*) Against any more building around Territorial & Redwood Streets improvements are made on both streets; Too much building and traffic on Redwood; Love the trees and doesn't want forest cut.

Staff Response: Public street improvements are required at the time a property is developed. If the subject property is annexed, street improvement requirements will be determined at the time the property is developed. The Canby Municipal Code does not prohibit removal of trees from private property, unless the tree is part of a required landscape plan approved as part of a land use approval.

V. CONCLUSION:

Staff concludes, as detailed herein this staff report, including all attachments hereto, that the proposed annexation meets the approval criteria set forth in CMC 16.84.040.

VI. RECOMMENDATION:

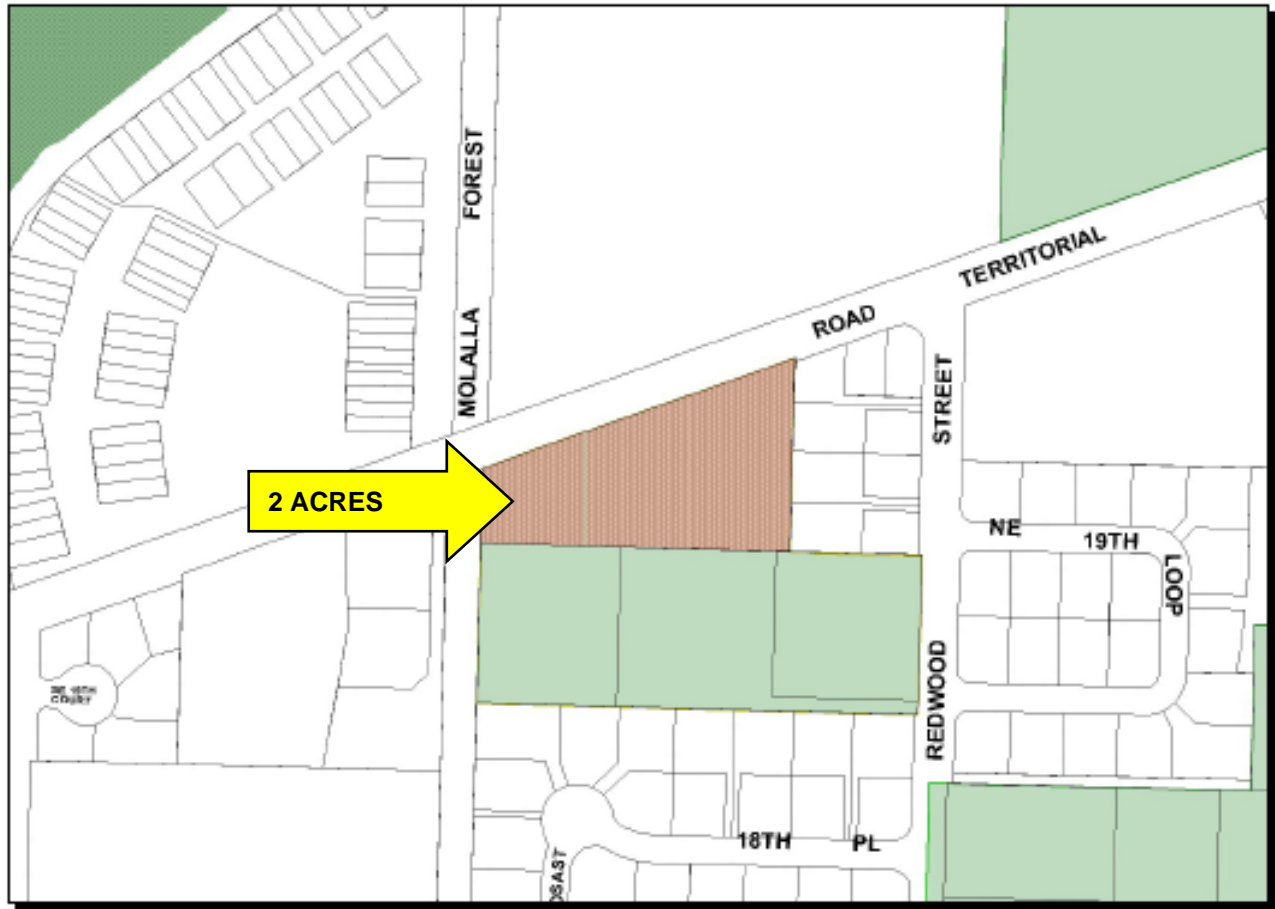
Based upon the findings contained in this report, including all attachments hereto, and without the benefit of a public hearing, staff recommends that the Planning Commission recommend to City Council that:

1. ANN 08-03 be approved for submission to the electorate for vote; and
2. Upon annexation, the zoning of the subject property be designated as High Density Residential (R-2).

Exhibits:

- A. Vicinity Map
- B. Applicant's Submittals
- C. Copy of Growth Priorities Diagram
- D. Service Provider Comments
- E. Public Comments

VICINITY MAP



Location: 1335 N.E. Territorial Road, southeast of the intersection of N.E. Territorial Road and N. Molalla Forest Road

APPLICANT'S SUBMITTALS

CITY OF CANBY ANNEXATION APPLICATION

Fee: - See Page 6

Election Costs Deposit: \$2,500.00 – General Election - \$4,500.00 Special Election
Process Type IV

OWNERS

Name Henry E. Jarboe
Address 1335 NE Territorial Road
City Canby State Oregon Zip 97013
Phone 503-516-1320 Fax
E-mail hjarboe@wbcable.net

APPLICANT**

Name Gary Alan Spanovich, AICP
Address PO BOX 1067
City Canby State Oregon Zip 97013
Phone 503-266-8996 Fax 503-263-4081
E-mail garyspanovich@hotmail.com

Please indicate who is to receive correspondence (i.e. staff reports etc) and what format they are to be sent

<input checked="" type="checkbox"/> Owner	<input checked="" type="checkbox"/> Email	<input checked="" type="checkbox"/> US Postal	<input type="checkbox"/> Fax
<input checked="" type="checkbox"/> Applicant	<input checked="" type="checkbox"/> Email	<input checked="" type="checkbox"/> US Postal	<input type="checkbox"/> Fax

OWNER'S SIGNATURE

Henry E. Jarboe
**If the applicant is not the property owner, they must attach documentary evidence of their authority to act as agent in making this application.

DESCRIPTION OF PROPERTY

Address 1335 NE Territorial Road; Canby, Oregon 97013

Tax Map Property ID C122216 Tax Lot(s) 31E27CB 01600 Lot Size 87,108 square feet
(Acres/Sq.Ft.)

Existing Use Residential

Proposed Use Residential

Existing Structures Home plus related structures

Zoning RRFF-5 Clackamas County Comprehensive Plan Designation HDR

Previous Land Use Action (If any)

FOR CITY USE ONLY

File # ANN 08-03

Date Received 2/24/08 By ST

Completeness _____

Pre-App Meeting _____

Hearing Date _____

CITY OF CANBY – ANNEXATION APPLICATION
Page 1

Spanovich & Associates: Gary Alan Spanovich, AICP, Principal

- Land Use Permits & Urban Planning
- Mediation Services-Infrastructure; Environmental;
- Traffic & Parking Analysis
- Transportation & Infrastructure Plans
- Policy Analysis & Studies

PO BOX 1067
Canby, Oregon 97013
Office Phone: 503-266-8996
Office Fax: 503-263-4081
garyspanovich@hotmail.com

Hank Jarboe Annexation Request

February 26, 2008

Prepared For:

Mr. Hank Jarboe, Applicant

On The Lot:

1335 NE TERRITORIAL ROAD; CANBY, OREGON 97013

Tax Lot 31E 27 CB 1600

Prepared By:

Gary Alan Spanovich, AICP, Applicant's Representative



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Application Narrative

Mr. Hank Jarboe proposes to annex into the City of Canby, his home and lot, located at:

1335 NE TERRITORIAL ROAD; CANBY, OREGON 97013

Tax Lot 31E 27 CB 1600

The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

The parcel is currently zoned RRFF-5 by Clackamas County, and are within the City of Canby's Urban Growth Boundary. They are designated High Density Residential on the City of Canby's Comprehensive Plan. [Appendix A](#) contains a series of maps, including a site plan of Existing Conditions.

- A. Statement of availability, capacity, and status of existing water, sewer, drainage, transportation, park and school facilities:

Response:

Transportation/Sewer/Transportation:

Sight Distance: "it is assumed that the on site vegetation would be removed with future development of the site. There are no other conditions on NE Territorial Road on the site that would preclude achieving adequate sight distance".

Highway Capacity: "The addition of 21 peak hour trips onto the roadway (Territorial) will not exceed the facility's capacity."

Safety: "Site access with any development should be taken away from the access to Molalla Forest Road; there are locations where safe access could be taken."

According to the Canby engineering staff; there is currently a 14 inch diameter water main in NE Territorial Road and a 12 inch diameter water main in NE Redwood Road, with adequate capacity to serve this site. Also there is currently a 20 inch diameter sanitary sewer main in NE Redwood Street with adequate capacity to serve this site. It is assumed that storm water runoff from this site will be disposed of on site via infiltration systems, as currently configured. There is safe transportation access and plenty of capacity to serve this site. The site is located near the Willamette Valley Country Club and a large Eco Park, an undeveloped parcel owned by the City. It can be

concluded that the site has adequate public facilities and services to service the annexation.

B. Statement of increased demand.

Response: The City Engineer has not identified any inadequate capacity issues regarding the existing sanitary sewer, storm water, or water systems. The existing street system has the capacity to serve the annexation.

The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

C. Statement of additional facilities.

Response: There are no development plans associated with this annexation proposal so no additional facilities will be constructed or needed.

The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

D. Source of financing

Response: There will be no development so no financing will be needed.

The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;

- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

E. Statement of the overall development concept.

Response: There is no proposed development of the parcel.

The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

F. Statement of potential positive and negative effects.

Response: There will be no positive or negative effects as there is no development associated with this annexation proposal.

G. Narrative demonstrating the need for urban development

1: Availability within the City of undeveloped land designated for proposed urban development.

Response: The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

2: Analysis of immediate, short-term demand for proposed urban development

Response: The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;

- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

3: Probable phasing of the proposed urban development

Response: The proposed annexation of 2 acres will have minimal impact. No specific development plan is associated with this proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

o

H: Statement indicating the type and nature of any Comprehensive Plan text or Map amendments or Land Development and Zoning Map amendments that may be required.

Response: A zoning Map amendment will be necessary to designate the property in the R-2 zone, consistent with the High Density Residential Comprehensive Plan designation

16.84.040 Standards and criteria.

A. When reviewing a proposed annexation of territory, the commission shall give ample consideration to the following standards and criteria:

Criteria 1. Annexation shall be in keeping with prioritization categories, as designated on the adopted maps showing growth phasing (Urban Growth Element of the Comprehensive Plan). Areas designated as Type A urbanization lands shall be annexed prior to those areas shown as Type B, etc. Annexation which is not in keeping with the phased growth concept shall only be permitted when the following findings are made:

- a. Appropriateness of the annexation in terms of timing for city growth and development;
- b. There will be some special benefit to the city overall as a result of the annexation which would not occur if the phased growth pattern was followed;
- c. The annexation will result in no adverse impacts on the city's planned provision of public facilities and services.

The burden of proving the appropriateness of the annexation is greatest for those proposals which are least in keeping with the phased growth concept;

Criteria 1 Response: The parcel being proposed for annexation is listed as a Priority "Type A" designated parcel in the Urban Growth Element; and thus the annexation criteria is met.

Criteria 2. Analysis of the need for additional property within the city limits shall be provided. The analysis shall include the amount of developable land (within the same class of zoning - low density residential, light industrial, etc.) Currently within the city limits; the approximate rate of development of those lands; and how the proposed annexation will affect the supply of developable land within the city limits. A supply of developable residential land to provide for the anticipated population growth over the following three years is considered to be sufficient;

Criteria 2 Response: This proposed annexation of 2 acres will have minimal impact on the supply of developable land in the City. Primarily because there is no development plan associated with the proposal. Mr. Jarboe simply wants to annex to the City for three reasons:

- He wishes to become a City of Canby resident so that he can vote in City elections and potentially run for an office;
- He wishes to remove himself from well water and instead hook up to City water, feeling it is a better quality of water;
- Finally he wishes to place his residence on the City sewer system and off of his septic system; he would prefer to do this than deal at some future time with a failing septic system.

However in order to address the criteria, if this is annexed, Mr. Jarboe's parcel would be brought in as high density residential which would allow for the development of 14 units per acre or a total of 28 single family units. [Appendix D](#) contains statistical information on the existing supply and demand of build able land in the City from which the response is based on.

The following conclusions can be made from [Appendix D](#):

- Table 2: Cumulative population change for Oregon:
 - From 2000 to 2007, Oregon had a population change of 9.5%; or 1.4%+ per years; or about 46,574 persons per year.
- Development of Density by Housing Type:
 - High Density Residential: 1990-2000: 38.74 acres of development; with a density of 11.8 units per acre; and 458 units.
 - Multi Family: 1989-2003: 26.4 acres of development; density of 16.1 units per acre; and 342 units.
- Comprehensive Plan; Pages 34-42:
 - It is expected that the High Density Residential will need to accommodate:
 - 127 people at 2.4 persons per unit
 - 4.4 acres with 12 units an acre for 53 units
 - Year 2000 Residential Development: High Density Areas: 1337 people

In a previous Annexation Application (withdrawn-September 30, 2005 Territorial Road Annexation) which was put forth on three lots, including Mr Jarboe's lot, the following conclusions were drawn:

- A 2001 housing evaluation showed the City's 9.3 acres in Neighborhood Two, were vacant in HDR zoning designation, out of a total of 44.2 vacant build able acres in the

7

neighborhood as a whole. Most of the vacant land in this neighborhood is in the Low Density Residential Category.

The latest figures available from staff indicate there are 142 lots of un-used capacity in high density residential, or a projected 2.75 years of land inventory in this category. This supply is less than the three year supply cited in ORS 197.296(5(b)) as desirable for satisfying housing need. These figures also include approved projects that are not yet planned. Thus we can conclude the annexation criteria are met.

Criteria 3. Smaller non-farm land shall be considered a priority for annexation over larger farm land;

Criteria 3 Response: The 87,108 square foot parcel is a non farm use and thus the annexation criteria are met.

Criteria 4. Access shall be adequate to the site;

Criteria 4 Response: [Appendix B](#) contains the Transportation Analysis for this annexation request. The report concludes:

- **Sight Distance:** "it is assumed that the on site vegetation would be removed with future development of the site. There are no other conditions on NE Territorial Road on the site that would preclude achieving adequate sight distance".
- **Highway Capacity:** "The addition of 21 peak hour trips onto the roadway (Territorial) will not exceed the facility's capacity."
- **Safety:** "Site access with any development should be taken away from the access to Molalla Forest Road; there are locations where safe access could be taken."

The traffic report concludes that access to the site is more than adequate and thus the annexation criteria are met.

5. Adequate public facilities and services shall be available to service the potential (or proposed) development;

Criteria 5 Response: According to the Canby engineering staff; there is currently a 14 inch diameter water main in NE Territorial Road and a 12 inch diameter water main in NE Redwood Road, with adequate capacity to serve this site. Also there is currently a 20 inch diameter sanitary sewer main in NE Redwood Street with adequate capacity to serve this site. It is assumed that storm water runoff from this site will be disposed of on site via infiltration systems, as currently configured. There is safe transportation access and plenty of capacity to serve this site. The site is located near the Willamette Valley Country Club and a large Eco Park, an undeveloped parcel owned by the City. It can be concluded that the site has adequate public facilities and services to service the annexation and thus the annexation criteria is met.

6. Compliance with other applicable city ordinances or policies;

Criteria 6 Response: Once annexed into the City of Canby, the proposed development will be required to meet all City standards for the high-density plan designation and the R-2 residential zoning district; thus the annexation criteria is met.

7. Compliance of the application with the applicable sections of Oregon Revised Statutes Chapter 222. (In other words, a triple majority type application must contain proof that a triple majority does, in fact, exist, etc.);

Criteria 7 Response: Hank Jarboe is the owner of the parcel and gives his full consent to annex; **Appendix C** contains an affidavit that he and his mother have signed as the only registered voters on the site. The applicant has also filed this annexation proposal in accordance with the Charter and Code of the City of Canby, State of Oregon. Thus the annexation criteria are met.

8. Risk of natural hazards which might be expected to occur on the subject property shall be identified;

Criteria 8 Response: There are no known natural hazards in the area that are expected to affect this property. The parcel itself is basically flat and is not located within a flood plain; thus the annexation criteria are met.

9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas;

Criteria 9 Response: The parcel is located across NE Territorial Road from Eco Park, but has no direct access to the park. A pedestrian connection could be provided via Molalla Forest Road. The applicant will be responsible for any appropriate park SDC fees. There are no significant historic or natural resources located on the project site; thus the annexation criteria are met.

10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

Criteria 10 Response: There are no adverse economic impacts to this annexation proposal. The project will pay sewer and water fees to the City; thus the annexation criteria are met.

- B. If the proposed annexation involves property beyond the city's Urban Growth Boundary, or if the annexation is proposed prior to the acknowledgment of compliance of the city Comprehensive Plan by the state Land Conservation and Development Commission (LCDC), the proposal shall be reviewed for compliance with the Statewide Planning Goals. (Ord. 740 section 10.6.40, 1984; Ord. 981 section 37, 1997)

Criteria B Response: The proposed annexation does not involve property beyond the City's Urban Growth Boundary; thus the annexation criteria are met.

Appendix A

Maps of the Parcel

1. Property map of parcel (Portlandmaps.com)
2. Canby Gardens Plot
3. Property map
4. Site Plan of Parcel-Existing Conditions
5. Annexation Legal Description & Map Prepared By Surveyor

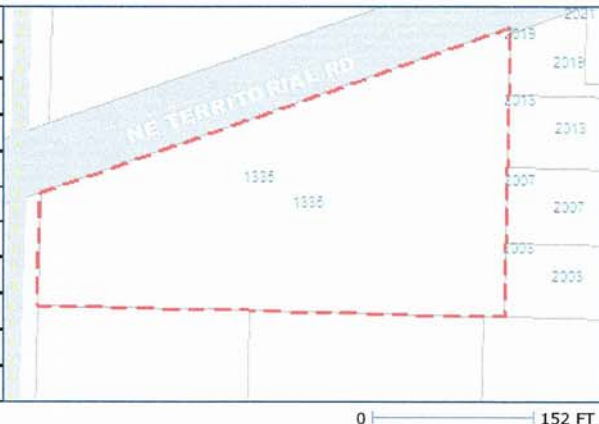
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1335 NE TERRITORIAL RD - CLACKAMAS COUNTY

[Explorer](#) | **[Property](#)** | [Maps](#) | [Crime](#) | [Census](#) | [Transportation](#)
[Summary](#) | **[Assessor](#)** | [Permits/Cases](#) | [Block](#) | [Schools](#) | [Parks](#) | [Businesses](#) | [CIPs](#) | [Development](#) | [River Rewards](#) | [Noise](#) | [Storage Tank](#)

General Information

Property ID C122216	
County CLACKAMAS	
State ID 31E27CB01600	
Alt Account # 774291	
Map Number	
Site Info	
Site Address 1335 NE TERRITORIAL RD	
City/State/Zip CANBY	

0 152 FT

Property Description

Tax Roll	Use		
Lot	Block		
Tax Districts			
Tax Code 86020	Fire Canby Fire Dist #62		
Park Blue Heron Recreation Dist. #1	Water		
School Canby School Dist. #86	Sewer		
Deed Information			
Sale Date	Type	Instrument	Sale Price
05/01/2000			\$299,000.00

Land Information

Type	Acres	SQFT
SFR		87,108

Improvement Information

Improvement Type	
Improvement Value \$106,170.00	
Room Descriptions	
Building Class	
Actual Year Built 1949	Effective Year Built
Number of Segments	Construction Style
Foundation Type	Interior Finish
Roof Style	Roof Cover Type

http://portlandmaps.com/detail.cfm?action=Assessor&propertyid=C122216&state_id=31E... 2/25/2008

Flooring Type		Heating/AC Type	
Plumbing		Fireplace Type	
Improvement Details			
#	Segment Type	Class	Total Area
	Main		1,196

Tax History

Year	Property Tax	Total Tax
No Tax History Information Available		

Assessment History

Year	Improvements	Land	Special Mkt/Use	Real Market	Exemptions	Assessed
2007	\$106,170.00	\$148,559.00	\$0.00	\$254,729.00	\$0.00	\$0.00

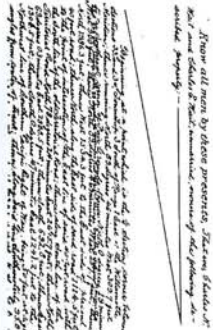
City of Portland, Corporate GIS

Assessor Data Updated 2/18/2008

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http://portlandmaps.com/detail.cfm?action=Assessor&propertyid=C122216&state_id=31E... 2/25/2008

S.A.D.HUNGATE
ENGINEER
MAY 1903

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**ENGINEERING PLANNING
FORESTRY**

13910 S.W. Galbreath Dr., Suite 100
Sherwood, Oregon 97140
Phone: (503) 925-8799
Fax: (503) 925-8969



**LANDSCAPE ARCHITECTURE
SURVEYING**

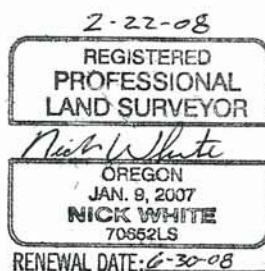
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VANCOUVER, WASHINGTON
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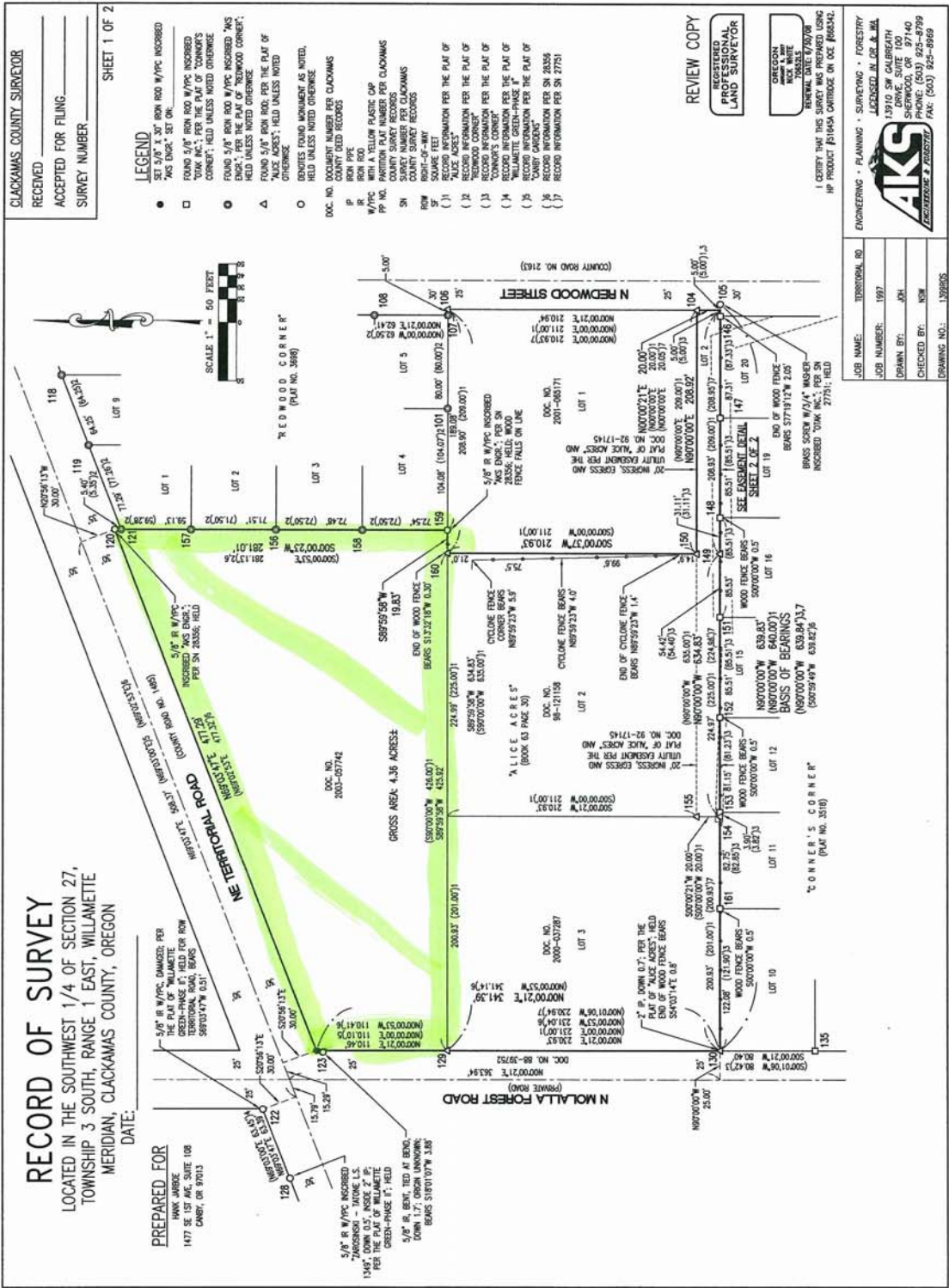
EXHIBIT A
Legal Description

A tract of land located in the Southwest One-Quarter of Section 27, Township 3 South, Range 1 East, Willamette Meridian, Clackamas County, Oregon and more particularly described as follows:

Beginning at a 5/8 inch iron rod at the northwest corner of Lot 3 "Alice Acres", thence along the easterly right-of-way of N Molalla Forest Road (25 feet from centerline) North 00°00'21" East 110.46 feet to a 5/8 inch iron rod with a yellow plastic cap inscribed "AKS ENGR." on the southerly right-of-way line of NE Territorial Road (30 feet from centerline); thence along said right-of-way line North 69°03'47" East 477.29 feet to 5/8 inch iron rod with a yellow plastic cap inscribed "AKS ENGR."; thence along the west line of the plat "Redwood Corner" South 00°00'23" West 281.01 feet to a 5/8 inch iron rod with a yellow plastic cap inscribed "AKS ENGR." at the southwest corner of Lot 4, "Redwood Corner"; thence along the north line of the plat "Alice Acres" South 89°59'58" West 445.75 feet to the Point of Beginning.

The above described tract of land contains 2.00 acres, more or less. The basis of bearing is per the plat of "Conner's Corner", Clackamas County Plat Records.





LOCATED IN THE SOUTHWEST 1/4 OF SECTION 27,
TOWNSHIP 3 SOUTH, RANGE 1 EAST, WILLAMETTE
MERIDIAN, CLACKAMAS COUNTY, OREGON

DIAN, CLACKAMAS COUNTY, ORE
DATE:

SURVEY NUMBER:

SHEET 2 OF 2

THE PURPOSE OF THIS SURVEY WAS TO ESTABLISH THE OUTER BOUNDARY OF THE PROPERTY DESCRIBED IN DOCUMENT NUMBER 2003-057742, DOCUMENT NUMBER 2000-037287, AND DOCUMENT NUMBER 98-121158. THE BASIS OF BEARINGS IS THE NORTH LINE OF THE PLAT OF "CONNOR'S CORNER" PER THE PLAT OF "ALICE ACES" AS SHOWN.

THE SOUTH LINE OF DOCUMENT NUMBER 2000-037287 AND DOCUMENT NUMBER 98-121158 WAS ESTABLISHED BY HOLDING FOUND MONUMENTS 130, 154, AND 149 PER THE PLAT OF "ALICE ACRES", FOUND MONUMENTS 161, 153, 152, 151, 148, 147, AND 146 PER THE PLAT OF "CONNERS CORNER", AND FOUND MONUMENT 105 PER SURVEY NUMBER 27751. THIS RESOLUTION AGREES WITH SAID PLATS, SAID SURVEY, DOCUMENT NUMBER 2001-065171, DOCUMENT NUMBER 2000-037287, AND DOCUMENT NUMBER 98-121158.

THE EASTERLY RIGHT-OF-WAY OF MOJALLA FOREST ROAD BEING THE WEST PROPERTY LINE WAS ESTABLISHED BY HOLDING FOUND MONUMENTS 130 AND 129 PER THE PLAY OF "ALICE ACRES" FOUND MONUMENT 135 PER THE PLAY OF "CONNIE'S CORNER", AND PROJECTING SAID LINE NORTHERLY TO THE SOUTHERLY RIGHT-OF-WAY OF TERRITORIAL ROAD. THIS RESOLUTION AGREES WITH SAID PLATS, DOCUMENT NUMBER 2003-057742, DOCUMENT NUMBER 88-39752 AND DOCUMENT NUMBER 2000-037287.

THE CENTERLINE OF TERRITORIAL ROAD WAS ESTABLISHED BY HOLDING A 30.00 FOOT SOUTHEASTERLY OFFSET FROM FOUND MONUMENTS 128 AND 122 PER THE PLAT OF "WILLAMETTE GREEN-PHASE II", HOLDING A 30.00 FOOT NORTHWESTERLY OFFSET FROM FOUND MONUMENT 120 PER SURVEY NUMBER 28356, AND HOLDING A 35.00 NORTHWESTERLY OFFSET FROM FOUND MONUMENTS 121, 119 AND 118 PER THE PLAT OF "BOWWOOD CORNER". THIS RESOLUTION AGREES WITH SAID PLATS AND SAID SURVEY.

THE SOUTHERLY RIGHT-OF-WAY OF TERRITORIAL ROAD WAS ESTABLISHED BY HOLDING A 30' SOUTHERLY OFFSET FROM S40 CENTERLINE PER THE PLAT OF "CARRY GARDENS" AND BY HOLDING FOUND MONUMENT 120 PER SURVEY NUMBER 28356.

THE SOUTHERLY LINE OF DOCUMENT NUMBER 2003-057742 WAS ESTABLISHED BY HOLDING FOUND MONUMENTS 129, 160 AND 108 PER THE PLAT OF "ALICE ACRES", HOLDING FOUND MONUMENT 159 PER SURVEY NUMBER 28356, AND

THE MYSTERY LINE OF DOCUMENT NUMBER 2001-065171 WAS ESTABLISHED BY HOLDING FOUND MONUMENTS 160, AND 150 PER THE PLAY OF "ALICE ACRES". THIS RESOLUTION AGREES WITH SAID PLAT, DOCUMENT NUMBER 98-121158 AND DOCUMENT NUMBER 98-121158, DOCUMENT NUMBER 2001-065171, AND DOCUMENT NUMBER 2001-065171.

THE SOUTHERLY LINE OF DOCUMENT NUMBER 2001-065171 WAS ESTABLISHED BY HOLDING FOUND MONUMENTS 150 AND 104 PER THE PLAT OF "ALICE ADAMS." THIS RESOLUTION AGREES WITH SAID PLAT, DOCUMENT NUMBER 98-121158, AND DOCUMENT NUMBER 2001-065171.

THE CORNER OF NORTH REDWOOD STREET WAS ESTABLISHED BY HOLDING A 30.00 FOOT EASTERLY OFFSET FROM FOUND MONUMENT 107 AND 108 PER THE PLAT OF "REDWOOD CORNER", HOLDING A 25.00 FOOT EASTERLY OFFSET FROM FOUND MONUMENTS 106 AND 104 PER THE PLAT OF "AUDE ACRES", HOLDING A 20.00 FOOT EASTERLY OFFSET FROM FOUND MONUMENT 105 PER SURVEY NUMBER 27751, AND HOLDING A 30.00 FOOT EASTERLY OFFSET FROM FOUND MONUMENT 146 PER THE PLAT OF "CORNER'S CORNER". THIS RESOLUTION AGREES SAID PLATS, AND SAID SURVEY.

THE WESTERLY RIGHT-OF-WAY OF NORTH REDWOOD STREET AT THE EASTERLY LINE OF LOT 2 "JULCE ACRES" WAS ESTABLISHED BY HOLDING A 25.00 FOOT WESTERLY OFFSET FROM S40 CENTERLINE PER S40 PLAT AND BY HOLDING FOUND MONUMENTS 104 AND 106 PER S40 PLAT. THIS RESOLUTION AGREES WITH DOCUMENT NUMBER 08-121159, AND DOCUMENT NUMBER 2001-050171.



OREGON
JANUARY 8, 2007
NICK WHITE
7069215

I CERTIFY THAT THIS SURVEY WAS PREPARED USING
HP PRODUCT #51645A CARTRIDGE ON OCE #868342.

AKS
ENGINEERING & FORESTRY

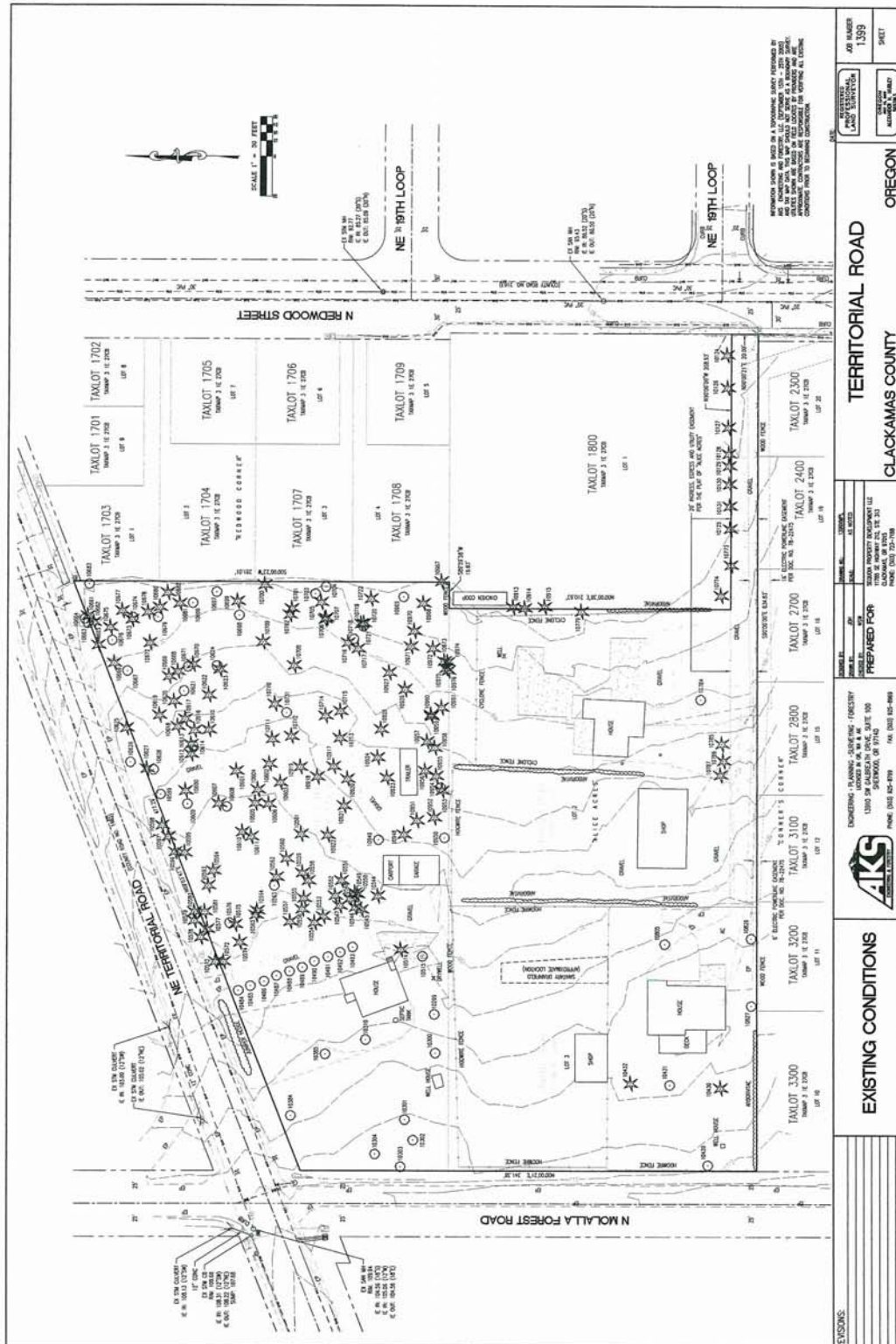
ENGINEERING • PLANNING • SURVEYING • FORESTRY
LICENSED IN OR & WA

13910 SW GALBREATH
DRIVE, SUITE 100
SHERWOOD, OR 97140
PHONE: (503) 925-8799
FAX: (503) 925-8969

JOB NAME:	TRANSFORM 80
JOB NUMBER:	1997
DRAWN BY:	JOH
CHECKED BY:	NSM
DRAWING NO.:	1308005

PREPARED FOR
HANK JARBOE
4477 SE 1ST AVE, SUITE 108
CANBY, OR 97013

EXHIBIT B - ANN 08-03



Hank Jarboe

From: "Nick White" <nick@aks-eng.com>
To: <garyspanovich@hotmail.com>
Cc: <hjarboe@wbcable.net>; "Alex Hurley" <alex@aks-eng.com>; "etools" <etools@aks-eng.com>
Sent: Friday, February 22, 2008 10:24 AM
Attach: 022208 1399XMPL SHEET 1 (2).pdf; 022208 1399XMPL SHEET 2 (2).pdf; 022208 1997ROS SHEET 1 (2).pdf; 022208 1997ROS SHEET 2 (2).pdf; 022208 1997 legal.pdf
Subject: #1997 Territorial Road - Annexation Information

Gary

Attached are the items you requested. Please contact me with any questions.

Thank you,

Nick White - PLS

AKS Engineering & Forestry, LLC.
Sherwood, Oregon Office:
13910 SW Galbreath Drive, Suite 100
Sherwood, OR 97140
Phone: (503) 925-8799
Fax: (503) 925-8969
Mobile: 503-572-9388

Vancouver, Washington Office:
12011 NE 99th Street, Suite 1530
Vancouver, WA 98682
Phone: (360) 882-0419
Fax: (360) 882-0426

Redmond, Oregon Office:
1810 S. First Street, Suite K
Redmond, OR 97756
Phone: (541) 526-6975
Fax: (541) 526-6974

Disclaimer: AKS Engineering and Forestry, LLC. shall not be liable for any changes made to the electronic data transferred. Distribution of electronic data to others is prohibited without the express written consent of AKS Engineering and Forestry, LLC.

2/26/2008

Appendix B
Traffic Analysis



February 19, 2008

Melissa Hardy
City of Canby Planning
170 NW 2nd Avenue
Canby, OR 97013



RE: Transportation Analysis - 1335 NE Territorial Road

Dear Melissa:

A site is proposed for annexation into Canby's city limits. The site is located on the south side of NE Territorial Road east of Molalla Forest Road and is approximately two acres in size. Figure 1 attached at the end of this letter is a vicinity map showing the site location.

NE Territorial Road is classified by the City as an *Arterial* and has a two-lane cross-section throughout. The facility has shoulders along the site frontage, but there are intermittent curbs, sidewalks, bike lanes, and on-street parking in sections with recent development. Eventually, the facility will be widened to a three-lane cross-section with curbs, sidewalks, and bike lanes. The posted speed is 35 mph near the site.

The Comprehensive Plan designation for the property is R-2 (High-Density Residential). Up to 28 dwelling units could be constructed on the site. There is no development proposal for the site concurrent with the annexation application, so the highest-intensity land use, from a traffic standpoint, was used to determine the adequacy of the system for the proposed annexation.

To determine the number of trips generated by the annexation, trip rates from land-use code 230, *Residential Condominium/Townhouse*, from ITE *TRIP GENERATION*, Seventh Edition, were used. The trips are based on the number of dwelling units and were calculated for a total of 28 units.

The trip generation calculations indicate that there will be an estimated total of 19 trips generated by the proposed annexation during the morning peak hour. Of these, 3 will be entering and 16 will be exiting the site. During the evening peak hour, there are a total of 21

321 SW 4th Avenue, Suite 400 ■ Portland, OR 97204 ■ Phone 503.248.0313 ■ Fax 503.248.9251



Melissa Hardy
February 19, 2008
Page 2 of 4

trips expected, with 14 entering and 7 exiting the site. A total of 218 weekday trips are expected, with half entering and half exiting.

TRIP GENERATION SUMMARY			
	Entering <u>Trips</u>	Exiting <u>Trips</u>	Total <u>Trips</u>
<i>Residential Condominium/Townhouse (28 units)</i>			
AM Peak Hour	3	16	19
PM Peak Hour	14	7	21
Weekday	109	109	218

Previous traffic studies for other projects in the vicinity of the site have not identified any capacity issues on NE Territorial Road. The addition of 21 peak hour trips onto the roadway will not exceed the facility's capacity.

Sight Distance

Sight distance was examined along the site frontage on NE Territorial Road to determine if site access onto NE Territorial Road would be feasible. In accordance with guidelines in *A POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS*, published in 2004 by the *American Association of State Highway and Transportation Officials*, sight distance was measured at a point 15 feet from the edge of the travel lane from a driver's eye height of 3.5 feet to an oncoming driver's eye height of 3.5 feet.

There is considerable on-site vegetation. It was assumed that this vegetation would be removed with future development of the site. There are no other conditions on NE Territorial Road or on the site that would preclude achieving adequate sight distance for any access location.



Melissa Hardy
February 19, 2008
Page 3 of 4

Safety

The only potentially conflicting access point in the vicinity of the site is the access to Molalla Forest Road. If site access is taken too close to Molalla Forest Road, there could be conflicts between left-turning vehicles exiting the site and left-turning vehicles exiting Molalla Forest Road. The probability of conflicts is low since both the site and the logging road generate few trips.

Traffic volumes on NE Territorial Road are low enough that vehicles turning into the site will be able to do so with minimal delays; therefore, significant traffic queues are not expected to develop on NE Territorial Road.

There are locations along the site frontage at which access could be obtained safely, although a detailed analysis of site access should be conducted when the property develops.

Site Access

The annexation project was examined for safe access to NE Territorial Road. NE Territorial Road is intended to be used as an alternative route for Highway 99E, which has been previously identified as close to capacity. It is important to maintain adequate function of NE Territorial Road so that it can continue to serve as a viable alternative to the highway.

Roadways fulfill two functions: access and mobility. Access refers to the ability to get onto and off of a street. An access can be a driveway to a home, a commercial area, or other type of property; or an access can be another street. Mobility is the ability to move from point A to point B. Roadways have to provide for both of these functions—access and mobility—but the concepts are mutually conflicting. When access points are added to a street, the mobility on that street is degraded. If mobility is to be preserved on a roadway, access must be limited.

Because streets cannot provide optimal access and mobility simultaneously, a classification system was developed. Streets are classified according to whether the street is intended to provide primarily access or mobility. The classifications range from *Local Streets*, for which access predominates, to *Arterials*, which are designed to provide for mobility primarily. In between *Local Streets* and *Arterials*, there are *Collectors*, which balance the need for both access and mobility.



Melissa Hardy
February 19, 2008
Page 4 of 4

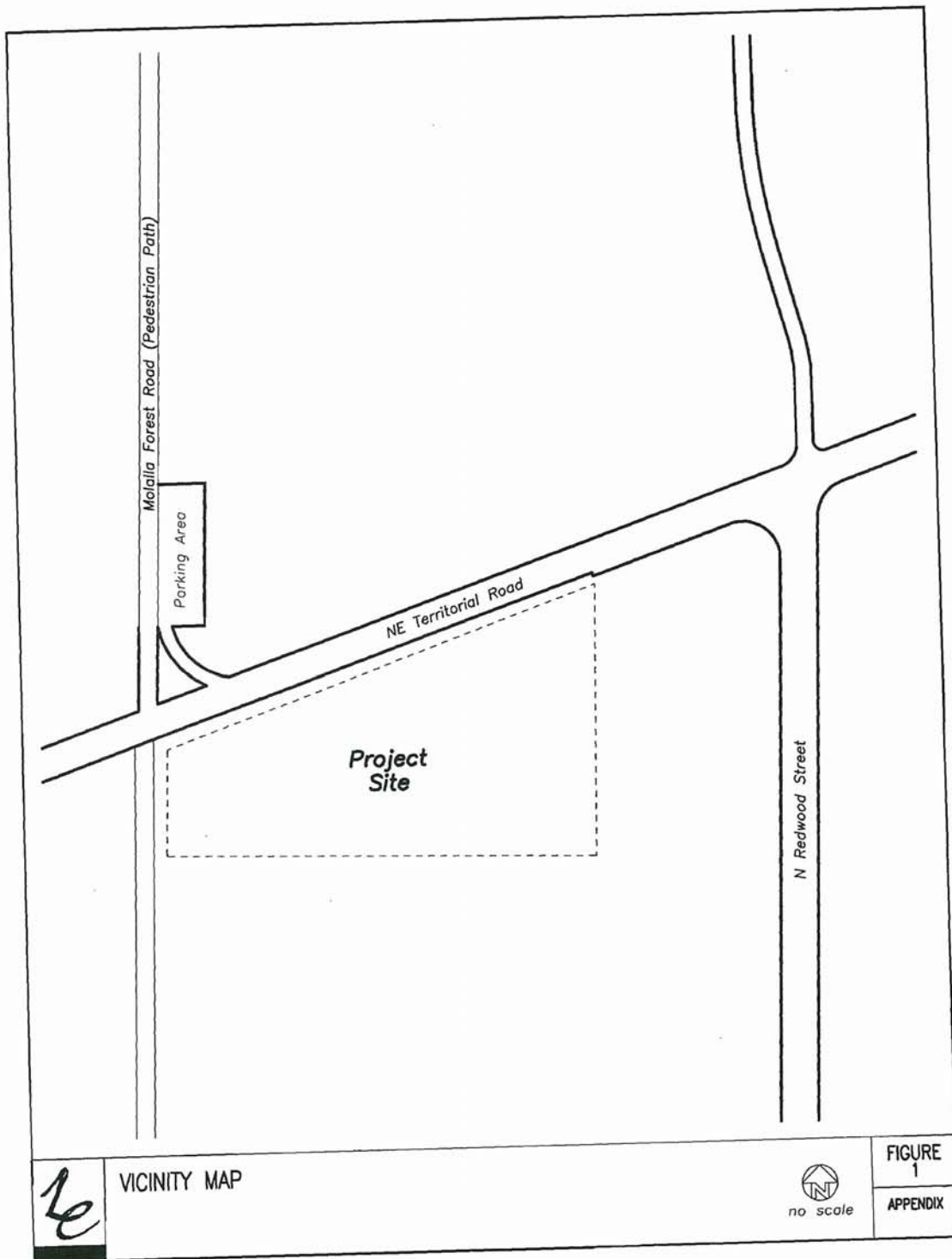
NE Territorial Road is classified by the City as an *Arterial* roadway. Its function is predominantly to provide mobility so that drivers can get to their destinations quickly and safely. In order to preserve the mobility on the roadway, access to the site will need to be limited. Any future development on the site would need to conform to the City's access spacing standards.

If you have any questions about this letter, please don't hesitate to call me.

Yours truly,

Catriona Sumrain, TOPS
Engineering Analyst

attachment: Vicinity Map



Appendix C

Affidavit of Registered Voters Living on the Property

This is to document that there are two registered voters living on 1335 NE Territorial Road, Canby, Oregon, 97013 and we both support the annexation of this lot into the City of Canby so that the lot can be on City sewer and water services and we can vote in the City of Canby elections:

Name

Address

Date

Name

Address

Date

Appendix D

Documentation on the Public Meeting

1. Summary & Documentation of the Public Meeting Held on February 4, 2008
2. Mailing Labels; Printed Copy
3. Mailing Labels; On Labels

Spanovich & Associates: Gary Alan Spanovich, AICP, Principal

- Land Use Permits & Urban Planning
- Mediation Services-Infrastructure; Environmental;
- Traffic & Parking Analysis
- Transportation & Infrastructure Plans
- Policy Analysis & Studies

PO BOX 1067
Canby, Oregon 97013
Office Phone: 503-266-8996
Office Fax: 503-263-4081
garyspanovich@hotmail.com

February 15, 2008

To: Mr. Hank Jarboe

From: Gary Alan Spanovich, AICP

Re: Documentation on the Public Meeting Held on February 4, 2008 for Your Annexation Request to the City of Canby on: 1335 NE TERRITORIAL ROAD; CANBY, OREGON 97013

Introduction

A public meeting was held at:

**CANBY UNITED METHODIST CHURCH
1520 NORTH HOLLY STREET
CANBY, OREGON 97013**

On:

MONDAY, FEBRUARY 4, 2008 AT 6 PM

The purpose of the meeting was to identify potential neighborhood issues regarding a proposed application Mr. Hank Jarboe who will submit to allow annexation of his property into the City and to fulfill city requirements. There is no development plans associated with this annexation request. Annexation would allow the property to be on City water and sewer services.

The meeting was conducted by Gary Alan Spanovich, AICP and Mr. Hank Jarboe and this memo fulfills documentation on its being held and the results of the meeting. All property owners and occupants were notified of the meeting from a distance of 500 feet from the proposed annexation property. The President of the Neighborhood Association was called and did attend this meeting, offering comments and views (Mr. Leonard Walker; 503-266-1133).

Results of the Meeting

Six people attended including Mr. Jarboe and Mr. Spanovich, after a brief explanation from Mr. Spanovich, the following major issues and comments were made by the participants:

- **Q: We would like to know what the long range plan for Territorial Road is. I have seen a plan that would widen and make Territorial a Boulevard. I believe it is a City Road now versus a County road.**
 - **A: We do not know; we are here only to talk about the annexation request. We know of none such road expansion options and encourage you to contact the City directly on their future plans for this road.**

- **Q: Are you going to annex your property and then sell it?**
 - **A: No, the market is bad now and I have no intentions of selling the property.**
- **Q: Did the 1996 flood touch this property?**
 - **A: Yes the river flooded the Golf Course and came close to this location.**
- **Q: What are your development plans?**
 - **A: I have no development plans now, I only want to be on city sewer and water services and the only way I can get those services is to annex into the City of Canby. My property is in the high annexation priority area.**
- **Q: If it was annexed and you decided to develop, what would be the maximum number of units that could be built?**
 - **A: It would be automatically zoned for 14 dwelling units; the City would do this automatically and this would be done according to the Comprehensive Plan.**
- **Q: There is a safety hazard at the intersection of the logging road, the bike lane and Territorial Road, this is a very bad area for vehicular and bike and pedestrian interaction and sooner or later there will be an accident.**
 - **A: We will bring this to the attention of the City of Canby officials.**
- **Q: Should we as a group take a position against this annexation proposal tonight?**
 - **A: Mr. Walker, let us discuss it further with our Neighborhood Association. Gary Alan Spanovich; you might want to take a neutral stand and allow the voters of Canby to decide. In this case there are no development plans for the parcel, only a property owner who wishes to be on City services. There are many situations where both septic systems and wells can fail and the only alternative is City services. Because this is Mr. Jarboe's stated reason and because this is a City high priority for annexation because they wish to bring services here, it would be best to take a position in favor of it or at least neutral.**

APPENDIX

- 1. Public Notice**
- 2. Maps of the Property Location (2)**
- 3. Map of the Extent of Who Was Noticed (Also the Neighborhood Area President was Called and Did Attend)**
- 4. Sign in Sheet of Attendees**
- 5. Tape Recording of the Public Meeting**

PUBLIC NOTICE ON A ANNEXATION REQUEST LOCATED AT
1335 NE TERRITORIAL ROAD
CANBY, OREGON 97013
(See Map Below)

MAY BE SUBJECT TO A PROPOSED DEVELOPMENT

**MR. HANK JARBOE WILL APPLY TO THE CITY OF CANBY TO HAVE HIS PROPERTY
ANNEXED INTO THE CITY**

A NEIGHBORHOOD MEETING ON THIS WILL BE HELD
AT THE
CANBY UNITED METHODIST CHURCH
1520 NORTH HOLLY STREET
CANBY, OREGON 97013

MONDAY, FEBRUARY 4, 2008 AT 6 PM
FOR THOSE WHO WISH TO OFFER THEIR VIEWS

FOR FURTHER INFORMATION PLEASE CONTACT
GARY ALAN SPANOVICH, AICP
PLANNING CONSULTANT
FOR THE PROPOSED ANNEXATION REQUEST
AT 503-266-8996

Purpose of the Meeting: The purpose of the meeting is to identify potential neighborhood issues regarding a proposed application Mr. Hank Jarboe will submit to allow annexation of his property into the City and to fulfill city requirements. There are no development plans associated with this annexation request. Annexation would allow the property to be on City water and sewer services.



Invitation To Attend: Please come to the meeting to discuss the proposal in more detail
For further information:

- Phone Gary Alan Spanovich, AICP, Consultant at 503-266-8996
- Or mail your comments to him at: PO BOX 1067, Canby, Oregon 97013
- Or email your comments to: garyspanovich@hotmail.com

FEBRUARY 4, 2008

HANK JARBOE ANNEXATION
MEETING

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
PHIL SCHNABEL	1200 NE Territorial #97	3-263-4990
Leonard Walker	1526 N Plum Ct	503-266-1133
Jerry Eugene Bowen	2014 N FOREST CT	503-266-2680
Harry Alan Spahn	PO Box, 1067, Seas, OR 97013	503-266-8996
Hank Jarboe	1335 NE Territorial Road, ^{Seas, OR} 97013	503-516-1320

Appendix E
Deed of Trust

Appendix F
Statistical Information

Table 2: Cumulative Estimates of Population Change for the United States, Regions, States, and Puerto Rico and Region and State Rankings: April 1, 2000 to July 1, 2007									
Geographic Area	Population Estimates		Change, 2000 to 2007		National Ranking of Regions and States				
	April 1, 2000 Estimates Base		Number	Percent	Population Estimates		Change, 2000 to 2007		
	July 1, 2007	July 1, 2007			April 1, 2000 Estimates Base				
United States	301,621,157	281,424,602	20,196,555	7.2	(X)	(X)	(X)	(X)	(X)
Northeast	54,680,626	53,594,782	1,085,844	2.0	4	4	4	4	4
Midwest	66,388,795	64,395,200	1,993,595	3.1	3	3	2	3	3
South	110,454,786	100,235,853	10,218,933	10.2	1	1	1	1	2
West	70,096,950	63,198,767	6,898,183	10.9	2	2	3	2	1
Alabama	4,627,851	4,447,351	180,500	4.1	23	23	23	25	32
Alaska	683,478	626,931	56,547	9.0	47	47	48	41	14
Arizona	6,338,755	5,130,615	1,208,140	23.5	16	16	20	5	2
Arkansas	2,834,797	2,673,398	161,399	6.0	32	32	33	27	22
California	36,553,215	33,871,655	2,681,560	7.9	1	1	1	2	18
Colorado	4,861,515	4,302,019	559,496	13.0	22	22	24	10	8
Connecticut	3,502,309	3,405,602	96,707	2.8	29	29	29	33	38
Delaware	864,764	783,600	81,164	10.4	45	45	45	35	10
District of Columbia	588,292	572,059	16,233	2.8	50	50	50	46	39
Florida	18,251,243	15,982,824	2,268,419	14.2	4	4	4	3	7
Georgia	9,544,750	8,186,816	1,357,934	16.6	9	9	10	4	4
Hawaii	1,283,388	1,211,537	71,851	5.9	42	42	42	38	23
Idaho	1,499,402	1,293,956	205,446	15.9	39	39	39	23	5
Illinois	12,852,548	12,419,647	432,901	3.5	5	5	5	12	34
Indiana	6,345,289	6,080,521	264,768	4.4	15	15	14	21	31
Iowa	2,988,046	2,926,382	61,664	2.1	30	30	30	40	41
Kansas	2,775,997	2,688,824	87,173	3.2	33	33	32	34	36
Kentucky	4,241,474	4,042,281	199,193	4.9	26	26	25	24	28
Louisiana	4,293,204	4,468,958	-175,754	-3.9	25	25	22	51	51
Maine	1,317,207	1,274,921	42,286	3.3	40	40	40	43	35
Maryland	5,618,344	5,296,508	321,836	6.1	19	19	19	16	21
Massachusetts	6,449,755	6,349,105	100,650	1.6	14	14	13	32	44
Michigan	10,071,822	9,938,482	133,340	1.3	8	8	8	30	45
Minnesota	5,197,621	4,919,492	278,129	5.7	21	21	21	19	25
Mississippi	2,918,785	2,844,656	74,129	2.6	31	31	31	37	40
Missouri	5,878,415	5,596,683	281,732	5.0	18	18	17	18	27

Table 2: Cumulative Estimates of Population Change for the United States, Regions, States, and Puerto Rico and Region and State Rankings: April 1, 2000 to July 1, 2007									
Geographic Area	Population Estimates			Change, 2000 to 2007		National Ranking of Regions and States			
	July 1, 2007		April 1, 2000 Estimates Base	Number	Percent	Population Estimates		Change, 2000 to 2007	Percent
	July 1, 2007	April 1, 2000 Estimates Base	July 1, 2007			April 1, 2000 Estimates Base	Number		
Montana	957,861	902,195	55,666	6.2	44	44	42	20	
Nebraska	1,774,571	1,711,265	63,306	3.7	38	38	39	33	
Nevada	2,565,382	1,998,257	567,125	28.4	35	35	9	1	
New Hampshire	1,315,828	1,235,786	80,042	6.5	41	41	36	19	
New Jersey	8,685,920	8,414,347	271,573	3.2	11	9	20	37	
New Mexico	1,969,915	1,819,046	150,869	8.3	36	36	29	16	
New York	19,297,729	18,976,821	320,908	1.7	3	3	17	43	
North Carolina	9,061,032	8,046,491	1,014,541	12.6	10	11	6	9	
North Dakota	639,715	642,200	-2,485	-0.4	48	47	50	50	
Ohio	11,466,917	11,353,145	113,772	1.0	7	7	31	47	
Oklahoma	3,617,316	3,450,654	166,662	4.8	28	27	26	29	
Oregon	3,747,455	3,421,436	326,019	9.5	27	28	15	13	
Pennsylvania	12,432,792	12,281,054	151,738	1.2	6	6	28	46	
Rhode Island	1,057,832	1,048,319	9,513	0.9	43	43	48	48	
South Carolina	4,407,709	4,011,816	395,893	9.9	24	26	14	11	
South Dakota	796,214	754,844	41,370	5.5	46	46	44	26	
Tennessee	6,156,719	5,689,262	467,457	8.2	17	16	11	17	
Texas	23,904,380	20,851,799	3,052,581	14.6	2	2	1	6	
Utah	2,645,330	2,233,198	412,132	18.5	34	34	13	3	
Vermont	621,254	608,827	12,427	2.0	49	49	47	42	
Virginia	7,712,091	7,079,030	633,061	8.9	12	12	7	15	
Washington	6,468,424	5,894,140	574,284	9.7	13	15	8	12	
West Virginia	1,812,035	1,808,350	3,685	0.2	37	37	49	49	
Wisconsin	5,601,640	5,363,715	237,925	4.4	20	18	22	30	
Wyoming	522,830	493,782	29,048	5.9	51	51	45	24	
Puerto Rico	3,941,459	3,808,603	132,856	3.5	(X)	(X)	(X)	(X)	
Note: The April 1, 2000 Population Estimates base reflects changes to the Census 2000 population from the Count Question Resolution program and geographic program revisions. (X) Not applicable. See Geographic Terms and Definitions at http://www.census.gov/popest/geographic/ for a list of the states that are included in each region.									
Unweighted Citation:									

Note: The April 1, 2000 Population Estimates base reflects changes to the Census 2000 population from the Count Question Resolution program and geographic program revisions. (X) Not applicable. See Geographic Terms and Definitions at <http://www.census.gov/popest/geographic/> for a list of the states that are included in each region.

Suggested Citation:

Table 2: Cumulative Estimates of Population Change for the United States, Regions, States, and Puerto Rico and Region and State Rankings: April 1, 2000 to July 1, 2007

Geographic Area	Population Estimates		Change, 2000 to 2007		National Ranking of Regions and States		
	July 1, 2007	April 1, 2000 Estimates Base	Number	Percent	Population Estimates		Change, 2000 to 2007
					July 1, 2007	April 1, 2000 Estimates Base	
Table 2: Cumulative Estimates of Population Change for the United States, Regions, States, and Puerto Rico and State Rankings: April 1, 2000 to July 1, 2007 (NST-EST2007-02)							
Source: Population Division, U.S. Census Bureau							
Release Date: December 27, 2007							

Year	Single Family Detached Developments	Permitting	Percent	Total Lot Area (Acres)	Total Development Area (Acres)	Percent of Total Development	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186</
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LAND USE ELEMENT

**GOAL: TO GUIDE THE DEVELOPMENT AND USES OF LAND SO THAT THEY
ARE ORDERLY, EFFICIENT, AESTHETICALLY PLEASING, AND
SUITABLY RELATED TO ONE ANOTHER.**

BACKGROUND:

The Land Use Element is, perhaps, the most critical portion of the Comprehensive Plan. Included in this Element is the Land Use Map, which many people view as the essence of the entire planning program. While it is important that the Land Use Map not be stressed to a greater extent than the other portions of the Plan, it can be said that the Land Use Element brings together the policies of the other Elements.

Another equally important feature of the Land Use Element is the acreage data which it contains, based on the different land use categories. The number of acres designated for each of the specific land use categories has been based upon calculations of the City's future land needs and upon all of the various City policies affecting growth and development. The "justifications" required in Statewide Planning Goal No. 14 (Urbanization) are all addressed within the calculations contained in this Element.

By delineating the City's development preferences in a form which is intended to accommodate considerable long-term growth, the Land Use Element is closely related to all other Plan Elements. To adequately understand the Land Use Element, the reader must be at least generally familiar with the contents of the Housing, Transportation, Public Facilities/Services, Economy, and the Urban Growth Elements of the Plan. Judgments based solely upon the contents of the Land Use Element without consideration of the other Elements are likely to miss some critical aspects of the Plan.

As noted in the Goal, the Land Use Element is intended to guide the course of development. It is not intended to be specific to the degree that zoning is, but it is intended to adequately portray the City's official desires for land use for many years to come. The importance of this Element can be seen when one realizes that Canby is planning to grow to accommodate nearly three times its present population in the next 20 years.

The Land Use Element has not been designed to radically reshape the existing patterns of development within Canby. Instead, it has been based upon exiting patterns with an extra emphasis placed upon increasing efficiency as growth occurs.

Increasing efficiency does not mean that the aesthetic qualities of life in Canby will be sacrificed to create utilitarian regimentation. Recalling the main objectives of the Comprehensive Plan, it can be seen that efficiency has a direct bearing on taxation and the provision of public services, both of which affect the residents' view of the quality of life in Canby. The concept of increased efficiency is somewhat like the concept of "highest and best use;" they are relative terms depending upon one's perspective. The

the use of existing public facilities and services without over-burdening their capacity.

In order to best understand the types of changes Canby will have to undergo to accommodate 20,000 people, one must first be familiar with the community as it presently exists. Put another way, both the opportunities and the constraints to growth must be recognized.

Much of the relevant information about Canby's opportunities and constraints to growth appears in other Elements of the Plan. For instance, the Public Facilities and Services Element points out that Canby's recently expanded water system provides increased opportunities for growth while the information on flood and slope instability hazards contained in the Environmental Concerns Element could be regarded as constraints.

This Element, with its focus on Land Use, could be regarded in a similar way. By reviewing the present housing situation in Canby, we are able to see opportunities for more growth to occur, but we also see limitations which require us to look beyond the present City limits to new growth areas. In order to know how many additional acres will be needed to accommodate this growth, we must first determine how many more people can be expected to reside within the present City area. The same types of calculations and decisions have been made for every category of land use to assure that the Urban Growth Boundary will contain an adequate amount of land to meet the City's needs, without containing more land than the City can reasonably be expected to need.

This process has centered on the three major categories of land use, residential, commercial, and industrial. Public ownership, agricultural uses, and other types of land uses have not been ignored, but they tend to affect fewer acres of land than the first three categories in Canby's future. The following pages contain information on each of the major categories with a focus not only on the City's future needs, but also the opportunities and constraints to each different kind of development.

fairly large parcels. The 49 remaining acres represent small individual lots scattered throughout the City.

Development of these 49 scattered acres will be hampered somewhat by their size and location, making them difficult to subdivide in a manner which will yield a very great population density. Some presently lack full urban services and will, therefore, be expensive to develop. For these reasons it has been assumed that the maximum potential development of these 49 acres will be at a density of only 3.2 units/acre. It is not likely that more than one or two of these lots will be used for any public or semi-public purpose, so the total area has been reduced by only 5 percent for such purposes in these calculation. An additional 5 percent has been reduced for rights-of way and easements, and a vacancy factor of 5 percent has been assumed. Using these figures and assuming that the population density of individual units constructed on these in-fill lots will be 2.6 persons/unit, the total population growth projected for these 49 acres is 348 people.

1. 49 acres less 2.5 acres (rights-of-way and easements) = 46.5 acres.
2. 46.5 acres less 2.3 acres (public and semi-public) = 44.2 acres.
3. 44.2 acres less 2.2 acres (vacancy) = 42 acres.
4. 42 acres with 3.2 units/acre = 134 units.
5. 134 units with 2.6 persons/unit = 348 people.

The 86 acres consisting of larger, more readily developed vacant residential land within the City is divided between low density, medium density, and high density designation. Approximately 49 acres of the total is found in the medium density category, with 31 acres in the low density, and only about six acres in the high density category. The total population expected to reside with the three categories combined is 1,110.

This number was determined by calculating the amount of in-fill development expected within each density category. The low density areas are expected to accommodate 263 people, based upon the assumptions that there will be 4.5 units per net acre and 2.6 persons per unit. The medium density areas are expected to receive 710 people, based upon assumptions of eight units per acre and 2.5 persons per unit. The high density areas are expected to accommodate 127 people, based upon 12 units per acre and 2.4 persons per unit. In each category 15 percent has been allocated for rights-of-way and easements, 10 percent for

4. 22.5 acres with 4.5 units per acre = 101 units.
5. 101 units with 2.6 persons/unit = 263 people.

MEDIUM DENSITY RESIDENTIAL

1. 49 acres less 7.4 acres (rights-of-way and easements) = 41.6 acres.
2. 41.6 acres less 4.2 acres (public and semi-public) = 37.4 acres.
3. 37.4 acres less 1.9 acres (vacancy factor at 5 percent) = 35.5 acres.
4. 35.5 acres with 8 units/acre = 284 units.
5. 284 units with 2.5 persons/unit = 710 people.

HIGH DENSITY RESIDENTIAL

1. 6 acres less .9 acre (rights-of-way and easements) = 5.1 acres.
2. 5.1 acres less .5 acre (public and semi-public uses) = 4.6 acres.
3. 4.6 acres less .2 acre (vacancy factor at 5 percent) = 4.4 acres.
4. 4.4 acres with 12 units/acre = 53 units.
5. 53 units with 2.4 persons/unit = 127 people.

The combined total of persons expected to be added to Canby's population through in-fill development equals 1,448 (i.e., 348 plus 1,100 = 1,458). However, this number should be reduced by 262 to account for the inhabitants of the 97 existing units in commercial and industrial areas which are expected to be removed or converted to non-residential uses through the course of the planning period (i.e., 97×2.7 persons/unit = 262). Therefore, the total population increase expected within the present City limits is 1,186.

RESIDENTIAL DEVELOPMENT IN THE URBAN GROWTH BOUNDARY

The City of Canby has already taken a number of aggressive steps towards expanding housing opportunities. With the adoption of Ordinance No. 690 in 1981, the potential for smaller lot sizes, greater diversity of housing type, more creative development design, higher densities, greater efficiency of residential acreage, and expanded opportunities for mobile and modular home development all were sanctioned by the City. The rules were written to minimize drastic changes within established neighborhoods, while still offering the widest possible diversity in new residential developments. Ordinance No. 690 marked a major effort to balance the cost of housing with the stability of the existing residential neighborhoods.

While the sparsity of development over the last two years makes it difficult to tell exactly what sort of track record Ordinance No. 690 has had, it is clear that Canby's future residential developments will generally follow a different course than those of the past. Based upon the economic characteristics of Canby households (a very diverse group, according to 1980 census data), it is clear that the widest possible range of housing prices and rent levels is needed. Canby is a place where both wealthy and poor people reside and where future housing opportunities must be provided for both groups, as well as for a considerable middle-class. Canby lacks the sort of urban infrastructure common to large cities (particularly in terms of fire protection) to allow for high-rise developments which can greatly increase residential densities. Instead, this community must rely on creative designs in one and two story structures as well as lower-cost forms of construction such as mobile/modular units and common-wall dwellings. Even common-wall modular units have been discussed by one developer as a means of keeping prices at a minimum.

With only minor amendments to the existing wording of the City's Land Development and Planning Ordinance sufficient housing diversity will be achieved. Based upon the calculations used in determining the acreages of the various land use designations within the Urban Growth Boundary, the following conclusions have been reached:

- Nearly 50 percent of the new residential units in low density areas are expected to be mobile or modular home units.
- The number of dwelling units per acre in future low density residential developments will be significantly higher than those of past developments. Approximately 30 percent higher (4.7/acre vs. 3.64/acre) for standard construction and 87 percent higher (6.8/acre vs. 3.64/acre) for mobile home developments.
- Greater diversity will be achieved within individual subdivisions through the use of the "lot size averaging" concept. Instead of a *minimum* lot size of 7,000 square feet, a 7,000 square foot *average* is required. This virtually assures that each subdivision will contain some less expensive lots of less than 6,000 square feet and some more expensive lots of more than 8,000 square feet. This also tends to improve subdivision appearance by discouraging monotonous patterns.

- Condominiums, or unit-ownership rather than unit-rental, will increase in new higher density developments. More amenities and overall design consideration will be included within these developments as inducements to prospective buyers.
- Additional special housing projects for the handicapped and elderly will be developed, primarily because of the past success of such projects in Canby.
- The total number of new residential units to be constructed within Canby's urban growth area will be limited slightly by the existence of many lots which are less than 5 acres in size and by the more than 200 homesites scattered throughout the residential portions of the UGB. Both of these conditions will tend to constrain the design efforts of subdividers who are attempting to maximize the number of new units to be developed.
- The average number of persons per household will continue to decline gradually, as it has for a number of years. Mobile and modular units will be expected to average approximately 2.4 persons/unit (partly because of the continued practice on the part of some mobile home park developers of not allowing children). Standard construction units are expected to average 2.7 persons/unit.

Low Density Residential: 1,140 gross acres

1,140 gross acres
<u>-240 acres for park/school acquisition</u>
900
<u>-180 acres for public right-of-way and easements (20%)</u>
720
<u>-036 acres for vacancy (5%)</u>
684 NET ACRES

4,464 people in mobile/modular home developments
5,208 people in standard construction units
 9,627 TOTAL PEOPLE IN LOW DENSITY AREAS

Medium Density Residential: 12.3 Acres

12.30 Gross Acres
- 2.46 Acres for public rights-of-way and easements (20%)
 9.84
- .49 Acre for Vacancy (5%)
 9.34
x 8 Units/Acre
 75 Total Units
x 2.5 People/Unit
 188 PEOPLE

High Density Residential: 52.4 Acres

52.40 Gross Acres
-10.48 Acres for public rights-of-way and easements (20%)
 41.92
- 2.10 Acres for Vacancy (5%)
 39.82
x 14 Units/Area
 557 Units
x 2.4 People/Unit
 1,337 People

TOTAL YEAR 2000 RESIDENTIAL DEVELOPMENT:

Existing Population (1980 Census)	7,659
In-fill Development (Present City Limits)	1,186
Future Growth Areas:	
Low Density Areas	9,672
Medium Density Areas	188
High Density Areas	<u>1,337</u>
	20,042

Canby Comprehensive Plan

The density of residential development is expected to increase through the implementation of this Comprehensive Plan, even though relatively little additional land has been designated for "high density" development. Most importantly, the City of Canby feels that the administration of this Plan and implementing ordinance will result in greater housing opportunities for lower and moderate income groups.

As noted elsewhere, the City has already taken steps to allow increased density and greater design flexibility in areas designated for "lower density residential" development. These density and design provisions, as well as liberalized regulations for the siting of manufactured housing, are expected to adequately address Statewide Planning Goal No. 10 (Housing).

Future residential development, including both the in-fill of vacant residential land within the present City limits and new development within the Urban Growth Boundary, is expected to result in the following:

929	Duplex and Multi-Family Units
2,251	Single Family (Standard Construction) Units
1,998	Manufactured Housing Units

These calculations indicate that the number of duplex and multi-family units will increase in relation to the number of standard construction single-family units, and double their 1980 number of 744 multi- and 1,999 single-family units.

More important is the increase in the number of manufactured housing units from only 118 in 1980 to 2,136 by the end of the planning period. This represents a 16-fold increase in mobile homes and modular units.

The following calculations are offered in support of these figures:

1980 Residential Unit Count: 2,861 Total Units

744	Multi-Family and Duplex
1,999	Single Family (Standard Construction)
<u>118</u>	Manufactured Housing
2,861	

In-Fill Development of Present City Limits: 572 Total Units

**	1,984	Single-Family (Standard Construction)
***	1,880	Manufactured Housing

Total In-Fill Plus UGB Development: 5,198

Multi-Family and Duplex	167 + 762	=	929
Single Family (Standard)	267 + 1,984	=	2,251
Manufactured Housing	138 + 1,880	=	<u>2,018</u>
			5,198

Footnotes

*Multi-Family and Duplex Development is expected to include:

205	Units in areas designated "Low Density"
28	Units in areas designated "Medium Density"
<u>529</u>	Units in areas designated "High Density"
762	Units

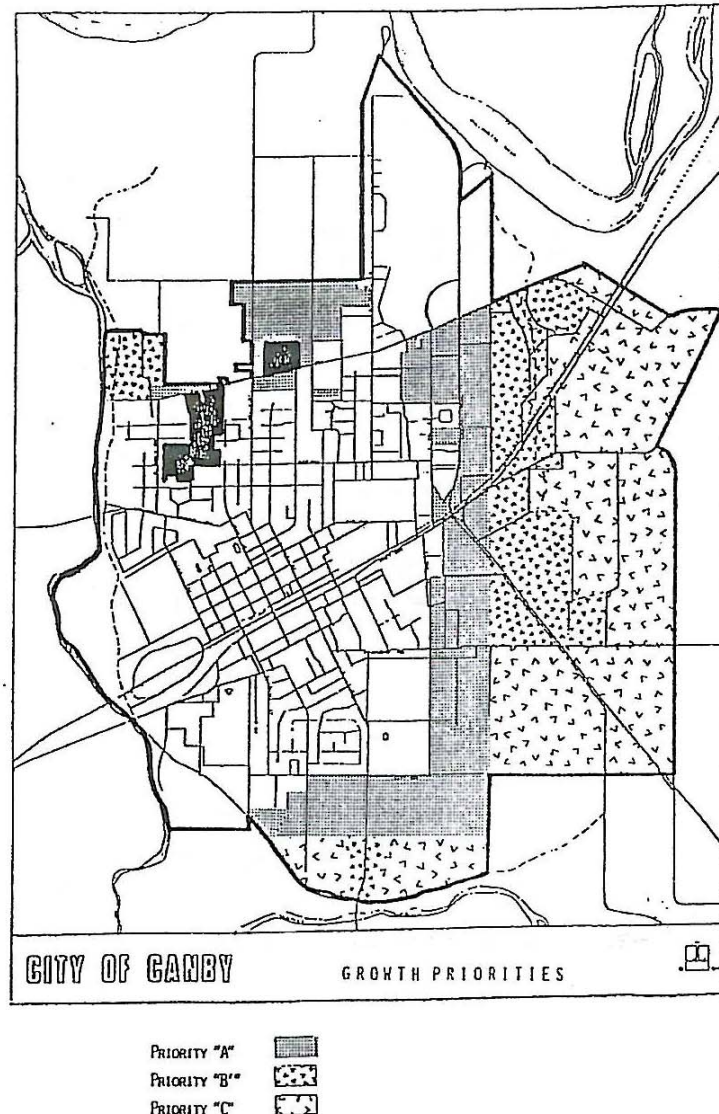
**Single Family (Standard) Development is expected to include:

1,929	Units in areas designated "Low Density"
27	Units in areas designated "Medium Density"
<u>28</u>	Units in areas designated "High Density"
1,984	Units

***Manufactured Housing is expected to include:

1,860	Units in areas designated "Low Density"
20	Units in areas designated "Medium Density"
<u>0</u>	Units in areas designated "High Density"
1,880	Units

COPY OF GROWTH PRIORITIES DIAGRAM



Canby Comprehensive Plan

Growth Priorities

SERVICE PROVIDER COMMENTS

04/16/2008 15:07 5032667238

CANBY SHOP COMPLEX

PAGE 01/03

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

(503) 266-7001

FAX 266-1574

DATE: April 15, 2008

TO: ☐ FIRE ☐ CANBY POST OFFICE
☐ POLICE ☐ CLACKAMAS COUNTY ASSESSOR
☐ PUBLIC WORKS ☐ CLACKAMAS COUNTY 911
☐ CANBY ELECTRIC ☐ CLACKAMAS COUNTY TRANSPORTATION
☐ CANBY WATER ☐ TRAFFIC SAFETY COMMITTEE
☐ WWTP - Darvin Trammel ☐ CLACKAMAS COUNTY
☐ WWTP - Jeff Crowther ☐ CANBY SCHOOL DISTRICT
☐ CITY ENGINEER ☐ OREGON DEPT. TRANSPORTATION
☐ CTA ☐ ODOT/REGION 1/DIST 2B
☐ NW NATURAL ☐ STATE OF OREGON/REVENUE
☐ WILLAMETTE BROADBAND ☐ CANBY BUSINESS REVITALIZATION
☐ CANBY DISPOSAL ☐ PARKS AND RECREATION
☐ CITY ATTORNEY ☐ CITY TRANSPORTATION ENGINEER
☐ BIKE AND PEDESTRIAN COMM ☐ BUILDING OFFICIAL
☐ PGE ☐ OTHER _____
☐ CANBY AREA TRANSIT ☐ OTHER _____

The City has received ANN 08-03, an application from Henry Jarboe requesting to annex 2 acres into the City of Canby. The property is located at 1335 N.E. Territorial Road (also identified by Clackamas County Assessor Map & Tax Lot No. 31E27CB-01600). If annexed, the property would be zoned High Density Residential (R-2) in conformance with the Canby Comprehensive Plan.

Please review the enclosed application and return comments to Melissa Hardy by **Friday, April 25, 2008**.
Thank you.

Comments or Proposed Conditions:

Canby utility's annexation policy will apply

Please check one box and sign below:

- ☐ Adequate Public Services (of your agency) are available
☒ Adequate Public Services will become available through the development
☐ Conditions are needed, as indicated
☐ Adequate public services are not available and will not become available

Signature: July Stedwell Date: 4-16-08

Title: Line Foreman Agency: Canby Utility Elect.

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

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[503] 266-7001

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DATE: April 15, 2008

- TO:
- | | |
|---|--|
| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
| <input type="checkbox"/> PUBLIC WORKS | <input type="checkbox"/> CLACKAMAS COUNTY 911 |
| <input type="checkbox"/> CANBY ELECTRIC | <input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION |
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Thank you.

Comments or Proposed Conditions:

No comments or issues @ this time.

Please check one box and sign below:

- ☐ Adequate Public Services (of your agency) are available
- ☒ Adequate Public Services will become available through the development
- ☐ Conditions are needed, as indicated
- ☐ Adequate public services are not available and will not become available

Signature: [Signature] Date: 4/17/08

Title: Foreman Agency: Canby Utility, Water

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/503/ 266-7001

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DATE: April 15, 2008

TO:

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Comments or Proposed Conditions:

NO COMMENT

Please check one box and sign below:

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Signature: _____

Date: 4.22.08Title: ASSOCIATE ENG. Agency: CANBY TELCOM

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

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(503) 266-7001

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DATE: April 15, 2008

TO:

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<input type="checkbox"/> CTA	<input type="checkbox"/> ODOT/REGION 1/DIST 2B
<input type="checkbox"/> NW NATURAL <i>Wave</i>	<input type="checkbox"/> STATE OF OREGON/REVENUE
<input type="checkbox"/> WILLAMETTE BROADBAND	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CANBY DISPOSAL	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> BUILDING OFFICIAL
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Signature: _____

Date: _____

Title: _____

Agency: _____

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REQUEST FOR COMMENTS**

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☐ PUBLIC WORKS ☐ CLACKAMAS COUNTY 911
☐ CANBY ELECTRIC ☐ CLACKAMAS COUNTY TRANSPORTATION
☐ CANBY WATER ☐ TRAFFIC SAFETY COMMITTEE
☐ WWTP - Darwin Trammel ☐ CLACKAMAS COUNTY
☐ WWTP - Jeff Crowther ☐ CANBY SCHOOL DISTRICT
☒ CITY ENGINEER ☐ OREGON DEPT. TRANSPORTATION
☐ CTA ☐ ODOT/REGION 1/DIST 2B
☐ NW NATURAL ☐ STATE OF OREGON/REVENUE
☐ WILLAMETTE BROADBAND ☐ CANBY BUSINESS REVITALIZATION
☐ CANBY DISPOSAL ☐ PARKS AND RECREATION
☐ CITY ATTORNEY ☐ CITY TRANSPORTATION ENGINEER
☐ BIKE AND PEDESTRIAN COMM ☐ BUILDING OFFICIAL
☐ PGE ☐ OTHER _____
☐ CANBY AREA TRANSIT ☐ OTHER _____

RECEIVED
APR 17 2008
CURRAN-MCLEOD

The City has received ANN 08-03, an application from Henry Jarboe requesting to annex 2 acres into the City of Canby. The property is located at 1335 N.E. Territorial Road (also identified by Clackamas County Assessor Map & Tax Lot No. 31E27CB-01600). If annexed, the property would be zoned High Density Residential (R-2) in conformance with the Canby Comprehensive Plan.

Please review the enclosed application and return comments to Melissa Hardy by **Friday, April 25, 2008**.
Thank you.

Comments or Proposed Conditions:

NO CONCERNS REGARDING THIS PROCESS.

Please check one box and sign below:

- ☐ Adequate Public Services (of your agency) are available
☒ Adequate Public Services will become available through the development
☐ Conditions are needed, as indicated
☐ Adequate public services are not available and will not become available

Signature: _____

Date: April 21, 2008

Title: Project Engineer

Agency: Curran-McLeod, Inc

CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

TO: ☐ FIRE
☐ POLICE
☐ PUBLIC WORKS
☐ CANBY ELECTRIC
☐ CANBY WATER
☐ WWTP - Darvin Trammel
☐ WWTP - Jeff Crowther
☐ CITY ENGINEER
☐ CTA
☐ NW NATURAL
☐ WILLAMETTE BROADBAND
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☐ BIKE AND PEDESTRIAN COMM
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☐ CANBY AREA TRANSIT
☐ CANBY POST OFFICE
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☐ TRAFFIC SAFETY COMMITTEE
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☐ OTHER _____
☐ OTHER _____

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Signature: Fred Kolbert Date: 4-24-08
Title: Pres Agency: Canby Disposal Co

T-798 P.002/003 F-600

APR-24-08 14:11 FROM-

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

<input type="checkbox"/> FIRE	<input type="checkbox"/> CANBY POST OFFICE
<input type="checkbox"/> POLICE	<input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR
<input type="checkbox"/> PUBLIC WORKS	<input type="checkbox"/> CLACKAMAS COUNTY 911
<input type="checkbox"/> CANBY ELECTRIC	<input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION
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<input type="checkbox"/> WILLAMETTE BROADBAND	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CANBY DISPOSAL	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> BUILDING OFFICIAL
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<input type="checkbox"/> CANBY AREA TRANSIT	<input type="checkbox"/> OTHER _____

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- ☐ Adequate public services are not available and will not become available

Signature: _____ **Date:** _____

Title: _____ **Agency:** _____

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

<input type="checkbox"/> FIRE	<input type="checkbox"/> CANBY POST OFFICE
<input checked="" type="checkbox"/> POLICE	<input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR
<input type="checkbox"/> PUBLIC WORKS	<input type="checkbox"/> CLACKAMAS COUNTY 911
<input type="checkbox"/> CANBY ELECTRIC	<input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION
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<input type="checkbox"/> WILLAMETTE BROADBAND	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
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<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
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- ☐ Conditions are needed, as indicated
- ☐ Adequate public services are not available and will not become available

Signature: _____ **Date:** _____

Title: _____ **Agency:** _____

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

<input type="checkbox"/> FIRE	<input type="checkbox"/> CANBY POST OFFICE
<input type="checkbox"/> POLICE	<input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR
<input type="checkbox"/> PUBLIC WORKS	<input type="checkbox"/> CLACKAMAS COUNTY 911
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<input type="checkbox"/> NW NATURAL	<input type="checkbox"/> STATE OF OREGON/REVENUE
<input type="checkbox"/> WILLAMETTE BROADBAND	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CANBY DISPOSAL	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> BUILDING OFFICIAL
<input type="checkbox"/> PGE	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> CANBY AREA TRANSIT	<input type="checkbox"/> OTHER _____

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- ☐ Adequate public services are not available and will not become available

Signature: Brian Van Smaalenburg **Date:** 4-22-08

Title: Engineer **Agency:** NW Natural

PUBLIC COMMENTS

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

- TO:
- | | |
|---|--|
| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
| <input type="checkbox"/> PUBLIC WORKS | <input type="checkbox"/> CLACKAMAS COUNTY 911 |
| <input type="checkbox"/> CANBY ELECTRIC | <input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION |
| <input type="checkbox"/> CANBY WATER | <input checked="" type="checkbox"/> TRAFFIC SAFETY COMMITTEE |
| <input type="checkbox"/> WWTP - Darwin Trammel | <input type="checkbox"/> CLACKAMAS COUNTY |
| <input type="checkbox"/> WWTP - Jeff Crowther | <input type="checkbox"/> CANBY SCHOOL DISTRICT |
| <input type="checkbox"/> CITY ENGINEER | <input type="checkbox"/> OREGON DEPT. TRANSPORTATION |
| <input type="checkbox"/> CTA | <input type="checkbox"/> ODOT/REGION 1/DIST 2B |
| <input type="checkbox"/> NW NATURAL | <input type="checkbox"/> STATE OF OREGON/REVENUE |
| <input type="checkbox"/> WILLAMETTE BROADBAND | <input type="checkbox"/> CANBY BUSINESS REVITALIZATION |
| <input type="checkbox"/> CANBY DISPOSAL | <input type="checkbox"/> PARKS AND RECREATION |
| <input type="checkbox"/> CITY ATTORNEY | <input type="checkbox"/> CITY TRANSPORTATION ENGINEER |
| <input type="checkbox"/> BIKE AND PEDESTRIAN COMM | <input type="checkbox"/> BUILDING OFFICIAL |
| <input type="checkbox"/> PGE | <input type="checkbox"/> OTHER _____ |
| <input type="checkbox"/> CANBY AREA TRANSIT | <input type="checkbox"/> OTHER _____ |

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Thank you.

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- ☐ Adequate public services are not available and will not become available

Signature: Margaret Elmer Date: 5-12-08

Title: Chairman Agency: Traffic Safety Comm

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

<input type="checkbox"/> FIRE	<input type="checkbox"/> CANBY POST OFFICE
<input type="checkbox"/> POLICE	<input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR
<input type="checkbox"/> PUBLIC WORKS	<input type="checkbox"/> CLACKAMAS COUNTY 911
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Please review the enclosed application and return comments to Melissa Hardy by **Friday, April 25, 2008**.
Thank you.

Comments or Proposed Conditions:

Provide adequate curbing, sidewalk curb cuts, bike lane & perpendicular drain grate per fire traffic.

Please check one box and sign below:

- ☐ Adequate Public Services (of your agency) are available
- ☐ Adequate Public Services will become available through the development
- ☒ Conditions are needed, as indicated
- ☐ Adequate public services are not available and will not become available

Signature: Ed Bell-Jamphum **Date:** 5/20/08

Title: committee member **Agency:** Bike & Ped. Ad. Com.



CITY OF CANBY - COMMENT FORM

If you are not able to attend the Planning Commission hearing, you may submit written comments on this form or in a letter to the Planning Commission.

Please send comments to the City of Canby Planning Department.

By mail: Planning Department, PO Box 930, Canby, OR 97013
In person: Planning Department at 170 NW Second Street
E-mail: Hardym@ci.canby.or.us

Written comments with your name and address must be received prior to the hearing at 7:00 PM Jun 9, 2008.

APPLICATION: Annexation

APPLICANT: Henry Jarboe

CITY FILE #: ANN 08-03

COMMENTS:

I am against any more building around territorial + Redwood st. until I see improvements on the roads on both Redwood + territorial -
So much building + traffic on Redwood - the roads cannot keep up. TO MUCH TRAFFIC
Plus I Love the trees - no more cutting of our forests -

YOUR NAME: Darla Thell

ORGANIZATION or BUSINESS (if any): _____

ADDRESS: 1533 NE 19th Ln

PHONE # (optional): _____

DATE: 5-22-08

Thank you!

ATTACHMENT 3

Additional Public Comment

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RECEIVED

MAY 30 2008

CITY OF CANBY

CITY OF CANBY - COMMENT FORM

If you are not able to attend the Planning Commission hearing, you may submit written comments on this form or in a letter to the Planning Commission.

Please send comments to the City of Canby Planning Department.

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E-mail: Hardym@ci.canby.or.us

Written comments with your name and address must be received prior to the hearing at 7:00 PM Jun 9, 2008.

APPLICATION: Annexation
APPLICANT: Henry Jarboe
CITY FILE #: ANN 08-03
COMMENTS:

"See attached"

YOUR NAME: Dennis Beckner
ORGANIZATION or BUSINESS (if any): NA
ADDRESS: 1583 NE 19th Loop, Canby 97013
PHONE # (optional):
DATE: 5-29-08

Thank you!

May 29, 2008

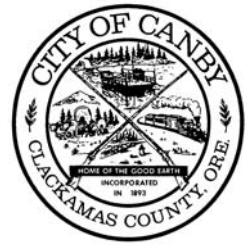
To: City of Canby Planning Dept.

From: Dennis Beckner
1583 NE 19th Loop
Canby, OR 97013
(503) 651-1583

It appears the area in question is the area with a large stand of trees on it. A private landowner should be able to do what they want on their own land. However, whatever plans are decided upon to change this property, I would urge the owner to maintain as many of the existing trees as possible.

Canby is a beautiful town, and one attribute that contributes to this is the presence of beautiful stands of trees within the community. Under "Standards and Approval Criteria" (A-9), it states that, "Urbanization of property shall not significantly affect open space", such as the bike path next to this area.

A handwritten signature in black ink, reading "Dennis Beckner". The signature is fluid and cursive, with a long horizontal stroke extending to the right.



M E M O R A N D U M

TO: *Honorable Mayor Thompson and City Council*
FROM: *Melissa Hardy, Associate Planner*
THROUGH: *Mark C. Adcock, City Administrator*
DATE: *July 16, 2008*
RE: *Annexation Application (ANN 08-04)*

Summary

Willow Creek Estates, Inc. has submitted an application to the City of Canby to annex approximately 14.88 acres of property located south of S.E. 13th Avenue and east of S. Ivy Street (see Exhibit A of Attachment 2 - Vicinity Map).

The easterly 9.56 acres of the property is designated as Low Density Residential, and the westerly 5.32 acres is designated as Medium Density Residential, in the City of Canby Comprehensive Plan. An area annexed to the city shall be automatically classified in the zone which best conforms to the land use map of the Comprehensive Plan, pursuant to Canby Municipal Code (CMC) 16.08.040; therefore, if the property is annexed, the zones which best conform to the land use map of the Comprehensive Plan are Low Density Residential (R-1) for the easterly portion of the property and Medium Density Residential (R-1.5) for the westerly portion of the property.

Upon receipt of the Planning Commission's recommendation on this application, the City Council may vote to either approve or deny the application based upon the record of the Planning Commission's public hearing; -OR- the City Council may choose to conduct a second public hearing to receive additional testimony on the application before rendering a decision. If the City Council approves the annexation application, the City Recorder will return to Council with a ballot title appropriate to forward the question to Canby voters in the general election on November 04, 2008.

Recommendation

Planning Commission has forwarded the following recommendation of approval to City Council:

- The Planning Commission recommends that City Council approve and set for an election ANN 08-04, based upon the Planning Commission's findings (see Attachment 1 – Planning Commission Findings), and that upon annexation the zoning of the property be designated as Low Density Residential (R-1) and Medium Density Residential (R-1.5) in conformance with the Canby Comprehensive Plan Map.

Background

The Planning Commission held a public hearing on June 23, 2008, concerning this annexation application. The Planning Commission found that the annexation application meets all of the approval criteria set forth in Canby Municipal Code (CMC) 16.84.040.A, based upon all information presented at the June 23, 2008, public hearing, including the May 29, 2008, staff report (see Attachment 2), the June 23, 2008, memorandum to Planning Commission concerning the

transportation analysis (see Attachment 3), and two additional public comments (see Attachment 4).

Alternatives

1. As an alternative to the recommended action, the City Council may choose to deny the annexation application based upon modified findings, in which case the annexation will not be submitted to the voters of Canby.

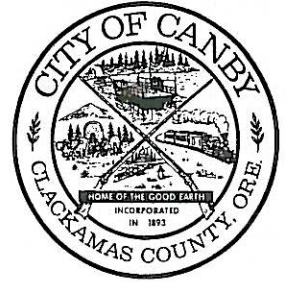
Attachments

1. Planning Commission Findings
2. Planning Commission Staff Report and Exhibits
3. Memorandum to Planning Commission
4. Additional Public Comments

ATTACHMENT 1

Planning Commission Findings

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**BEFORE THE PLANNING COMMISSION
OF THE
CITY OF CANBY**

**A REQUEST TO ANNEX 14.88
ACRES OF LAND INTO THE
CITY OF CANBY**)

**FINDINGS, CONCLUSIONS & ORDER
ANN 08-04**

NATURE OF APPLICATION

The applicant is proposing to annex approximately 14.88 acres into the City of Canby

HEARINGS

The Planning Commission held a public hearing to consider the application on June 23, 2008.

CRITERIA AND STANDARDS

The Planning Commission forms a recommendation that the City Council may consider after conducting a public hearing. If the City Council approves the application, it forwards its recommendation to the voters of Canby as a ballot measure where a final decision is reached during a general election.

Section 16.84.040 of the Canby Municipal Code states that when reviewing a proposed annexation, the Commission shall give ample consideration to the following:

1. Annexation shall be in keeping with prioritization categories, as designated on the adopted maps showing growth phasing (Urban Growth Element of the Comprehensive Plan);
2. Analysis of the “need” for additional property within the city limits shall be provided;
3. Smaller non-farm land shall be considered a priority for annexation over larger farm land;
4. Access shall be adequate to the site;
5. Adequate public facilities and services shall be available to service the potential (or proposed) development;
6. Compliance with other applicable city ordinances or policies;

Findings, Conclusion and Final Order
ANN 08-04
Page 1 of 4

7. Compliance of the application with the applicable sections of Oregon Revised Statutes Chapter 222. (In other words, a triple majority type application must contain proof that a triple majority does, in fact, exist, etc.);
8. Risk of natural hazards which might be expected to occur on the subject property shall be identified;
9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas;
10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

FINDINGS AND REASONS

The Planning Commission deliberated on all input presented at the June 23, 2008 meeting. The Planning Commission also incorporates the May 29, 2008 Staff Report, the June 23, 2008 Memorandum concerning the transportation analysis, and Commission deliberations as support for its decision.

CONCLUSION

The Planning Commission of the City of Canby concludes that, based on the findings and conclusions contained in the May 29, 2008 Staff Report, the June 23, 2008 Memorandum concerning the transportation analysis, and based on Commission deliberations at the June 23, 2008 public hearing:

1. The subject property is located within an area designated as Type A urbanization land.
2. An analysis of the need for additional property within the city limits has been provided, including the amount of developable land currently within the city limits, the approximate rate of development of those lands, and how the proposed annexation will affect the supply of developable land within the city limits.
3. The property meets the small, non-farm land definition and is considered a priority for annexation.
4. Adequate access is available to the site.
5. Adequate public facilities and services are available to service potential development of the subject property.
6. The annexation proposal is in compliance with other applicable City ordinances or policies.
7. The annexation proposal complies with all applicable sections of Oregon Revised Statutes Chapter 222.
8. No natural hazards have been identified on the subject property.

9. There are no specially designated open spaces, scenic, historic or natural resource areas identified on the subject property.
10. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

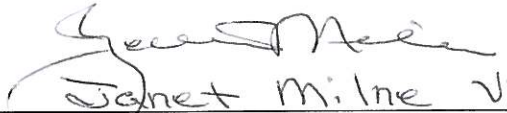
RECOMMENDATION

IT IS RECOMMENDED BY THE PLANNING COMMISSION of the City of Canby that the City Council **APPROVE** annexation application **ANN 08-04** subject to the following understanding:

1. Upon annexation, the zoning of the subject property be designated as Low Density Residential (R-1) and Medium Density Residential (R-1.5) in conformance with the Canby Comprehensive Plan Map.

I CERTIFY THAT THIS ORDER recommending **APPROVAL** of **ANN 08-04** to the City Council was presented to and **APPROVED** by the Planning Commission of the City of Canby.

DATED this 23rd day of June, 2008.



for Janet Milne Vice-Chair
Daniel K. Ewert, Chairman
Canby Planning Commission

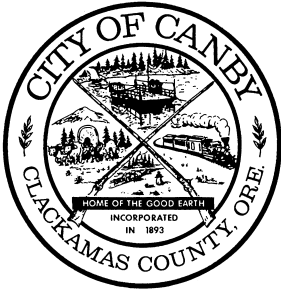


Melissa Hardy
Associate Planner

ATTACHMENT 2

Planning Commission Staff Report and Exhibits

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STAFF REPORT

APPLICANT:

Willow Creek Estates, Inc.
214 S.W. 2nd Avenue
Canby, OR 97013

FILE NO.:

ANN 08-04

OWNERS:

A. Wayne Scott
214 S.W. 2nd Avenue
Canby, OR 97013

Scott & Teresa Sasse
1440 S. Ivy Street
Canby, OR 97013

STAFF:

Melissa Hardy
Associate Planner

Jeffrey & Kristina Scott
1490 S. Ivy Street
Canby, OR 97013

Travis & Katie McRobbie
1550 S. Ivy Street
Canby, OR 97013

LEGAL DESCRIPTION:

Clackamas County Assessor Map
and Tax Lot Numbers 41E04DA-04700, 04900,
05000, and 05100

DATE OF REPORT:

May 29, 2008

LOCATION:

South of S.E. 13th Avenue and east of S. Ivy Street

DATE OF HEARING:

June 09, 2008

COMP. PLAN DESIGNATION:

Low Density Residential (LDR) and
Medium Density Residential (MDR)

ZONING DESIGNATION:

Clackamas County Exclusive Farm Use
(EFU)

I. APPLICANT'S REQUEST:

The applicant is proposing to annex approximately 14.88 acres into the City of Canby.

II. ANNEXATION APPROVAL CRITERIA:

Canby Municipal Code (CMC) Section 16.84.040 states that when reviewing a proposed annexation, the Planning Commission shall give ample consideration to the following:

1. Annexation shall be in keeping with prioritization categories, as designated on the adopted maps showing growth phasing (Urban Growth Element of the Comprehensive Plan). Areas designated as Type A urbanization lands shall be annexed prior to those areas shown as Type B, etc. Annexation which is not in keeping with the phased growth concept shall only be permitted when the following findings are made (The burden of proving the appropriateness of the

annexation is greatest for those proposals which are least in keeping with the phased growth concept):

- a. Appropriateness of the annexation in terms of timing for city growth and development;
 - b. There will be some special benefit to the city overall as a result of the annexation which would not occur if the phased growth pattern was followed;
 - c. The annexation will result in no adverse impacts on the city's planned provision of public facilities and services.
2. Analysis of the need for additional property within the city limits shall be provided. The analysis shall include the amount of developable land (within the same class of zoning – low density residential, light industrial, etc.) currently within the city limits; the approximate rate of development of those lands; and how the proposed annexation will affect the supply of developable land within the city limits. A supply of developable residential land to provide for the anticipated population growth over the following three years is considered to be sufficient.
 3. Smaller non-farm land shall be considered a priority for annexation over larger farm land.
 4. Access shall be adequate to the site.
 5. Adequate public facilities and services shall be available to service the potential (or proposed) development.
 6. Compliance with other applicable city ordinances or policies.
 7. Compliance of the application with the applicable sections of Oregon Revised Statutes Chapter 222. (In other words, a triple majority type application must contain proof that a triple majority does, in fact, exist, etc.).
 8. Risk of natural hazards which might be expected to occur on the subject property shall be identified.
 9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas.
 10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

III. ANALYSIS OF PROPOSAL:

Summary of Application – The applicant is proposing to annex approximately 14.88 acres of property, located south of S.E. 13th Avenue and east of S. Ivy Street (*see Exhibit A – Vicinity Map*). The property is located inside the Canby Urban Growth Boundary, and the city limits surrounds the property on the north, south, east, and west. The easterly 9.56 acres described by Tax Lot 04700 is designated as Low Density Residential (LDR), and the remainder of the property proposed for annexation is designated as Medium Density Residential (MDR) in the Canby Comprehensive Plan (*see Exhibit B – Comprehensive Plan Map Excerpt*). According to the applicant's submittals, the easterly 9.56 acres is currently being farmed, and the westerly three tax lots are each developed with a single family dwelling. There is also a small business (Puddin' River Chocolates) located on tax lot 04900; if the property is annexed, the Medium

Density Residential zoning district would permit the chocolate business to be operated only as a home occupation, and any pre-existing business operations which do not conform with the home occupation regulations would be considered a legal non-conforming use subject to the non-conforming provisions of CMC Section 16.52. The farming activity on tax lot 04700 is a permitted use in the Low Density Residential zoning district. The applicant's submittals are attached (*see Exhibit C – Applicant's Submittals*).

Appropriate Zoning Designation – The easterly 9.56 acres described by Tax Lot 04700 is designated as Low Density Residential (LDR), and the remainder of the property proposed for annexation is designated as Medium Density Residential (MDR) in the Canby Comprehensive Plan. An area annexed to the city shall be automatically classified in the zone which best conforms to the land use map of the Comprehensive Plan, pursuant to CMC Section 16.08.040; therefore if the property is annexed, the zoning districts which best conform to the land use map of the Comprehensive Plan are Low Density Residential (R-1) for the easterly 9.56 acres, and Medium Density Residential (R-1.5) for the remainder of the property.

Consideration of Criteria –

Criteria 1. Annexation shall be in keeping with prioritization categories, as designated on the adopted maps showing growth phasing (Urban Growth Element of the Comprehensive Plan). Areas designated as Type A urbanization lands shall be annexed prior to those areas shown as Type B, etc.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

The site is in Priority Area A, and the proposal is therefore consistent with the City's growth phasing plan.

Staff Comments: Staff concurs with the applicant. The subject property is located within an area designated as Type A urbanization land (*see Exhibit D – Copy of Growth Priorities Diagram*).

Criteria 2. Analysis of the need for additional property within the city limits shall be provided. The analysis shall include the amount of developable land (within the same class of zoning – low density residential, light industrial, etc.) currently within the city limits; the approximate rate of development of those lands; and how the proposed annexation will affect the supply of developable land within the city limits. A supply of developable residential land to provide for the anticipated population growth over the following three years is considered to be sufficient.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

"Need" was discussed with relation to the "Land Use Element" of the Comprehensive Plan (pp. 5-6 of this narrative). The annexation would add 14.88 acres to the City's supply of available, buildable land, approximately a five to six months' supply of lots when platted. The development process, from land acquisition to annexation to subdivision application to completion of public facilities improvements, can take well over a year. The estimated supply of land may vary, depending on rate of growth and difficulties involved in the development process, such as devising a suitable design for lot layout, obtaining financing, designing and constructing public improvements, and so on. The

proposed annexation would add approximately five to six months' supply of single family lots (based on City projections of annual need for dwellings) that would become part of the available land supply within the City limits for use beginning in 2009 through 2010, given the time involved in converting raw land to suitable lots ready for building permits and the applicant's business plans.

Staff Comments: The City of Canby Comprehensive Plan's adopted methodology for forecasting the potential residential development potential of lands designated Low Density Residential is to subtract 20 percent of the land area for public rights-of-way and easements, then subtract 5 percent of the remaining land area for an assumed vacancy rate, then multiply the remaining acreage by 6.8 dwelling units per acre for mobile/modular type construction and 4.7 dwelling units per acre for standard type construction. Using this methodology and the higher density assumption of mobile/modular type construction, the assumed residential development potential of 9.56 acres is 50 dwelling units ($9.56 - 1.91 = 7.65 - 0.38 = 7.27 \times 6.8 = 49.43$). The City of Canby Comprehensive Plan's adopted methodology for forecasting the potential residential development potential of lands designated Medium Density Residential is to subtract 20 percent of the land area for public rights-of-way and easements, then subtract 5 percent of the remaining land area for an assumed vacancy rate, then multiply the remaining acreage by 8 dwelling units per acre. Using this methodology, the assumed residential development potential of 5.32 acres is 33 dwelling units ($5.32 - 1.06 = 4.26 - 0.21 = 4.05 \times 8 = 32.4$). In total, the residential development potential of the 14.88 acres is 83 dwelling units. Depending upon how the property is actually developed, more or less dwelling units may result. The City of Canby Comprehensive Plan's projection for number of dwelling units to be constructed on lands that are inside the city limits and that are designated Low Density Residential and Medium Density Residential is a total of 385 units during the planning period of 1984 to 2000. The Comprehensive Plan has not been updated to include any development projections for any subsequent period of time. The City of Canby has no adopted studies contrary to the remainder of the applicant's statements; therefore, staff concurs with the remainder of the applicant's statements.

Criteria 3. Smaller non-farm land shall be considered a priority for annexation over larger farm land.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

One of the four tax lots, approximately 9.56 acres in area, is currently leased for farm use. The site, by itself, would probably not constitute a viable farm, given the constraints posed by adjacent residential land uses. The other three tax lots are not in farm use and are not large enough for viable farms.

Staff Comments: Staff concurs with the applicant's statement that the subject property meets the definition of small, non-farm land.

Criteria 4. Access shall be adequate to the site.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

The site fronts SE 13th Avenue, SE Ivy Street, and several streets that are temporarily terminated along the site's east and south boundaries. An internal street system would be constructed to provide public street frontage for every new lot.

Staff Comments: The subject property abuts S.E. 13th Avenue and S. Ivy Street. Requirements for street improvements in order that adequate access be available, are determined at the time that development of the property is proposed. Staff concludes that adequate access is available, or can be made available at the time of development, to the site due to the amount of existing street frontage.

Criteria 5. Adequate public facilities and services shall be available to service the potential (or proposed) development.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

Public facilities and services are generally available or can be made available, as previously discussed. New public facilities needed to support subdivision of the site to create new lots on the site generally are paid for by the developer.

Staff Comments: The annexation application was forwarded to all public facility and service providers. All respondents to date indicated that adequate public facilities are available or will become available through development of the property (*see Exhibit E – Service Provider Comments*). A traffic impact study is currently being prepared to determine potential impacts of the proposed annexation on transportation facilities. The traffic impact study is not yet available as of the date this staff report was prepared, but will be provided to Planning Commission prior to the close of the public hearing scheduled for June 09, 2008. Therefore, staff concludes that, with the exception of transportation facilities which shall be determined upon receipt of the traffic impact study, adequate public facilities and services are available, or can be made available, to service potential development of the subject property.

Criteria 6. Compliance with other applicable city ordinances or policies.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

The application complies with other city ordinances or policies, or can be made to comply through the development process.

Staff Comments: Staff concurs with the applicant's statement. The property is designated as Low Density Residential and Medium Density Residential in the City of Canby Comprehensive Plan. Therefore if the property is annexed, the zone which best conforms to the land use map of the Comprehensive Plan is Low Density Residential (R-1) and Medium Density Residential (R-1.5), and will be subject to all applicable development standards.

Criteria 7. Compliance of the application with the applicable sections of Oregon Revised Statutes Chapter 222. (In other words, a triple majority type application must contain proof that a triple majority does, in fact, exist, etc.).

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

The applicant expects to comply with these provisions of state law.

Staff Comments: All information submitted indicates that this annexation application meets all applicable sections of Oregon Revised Statutes Chapter 222.

Criteria 8. Risk of natural hazards which might be expected to occur on the subject property shall be identified.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

The land is flat to gently sloped. No natural hazards have been identified on the site or in the vicinity.

Staff Comments: No natural hazards have been identified on the subject property.

Criteria 9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

No designated open space, scenic, historic or natural resource areas are on the site.

Staff Comments: There are no specially designated open spaces, scenic, historic or natural resource areas identified on the subject property.

Criteria 10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts. The overall impact which is likely to result from the annexation and development shall not have a significant adverse effect on the economic, social and physical environment of the community, as a whole.

Applicant's Proposed Findings (see Exhibit C – Applicant's Submittals):

The addition 14.88 acres to the City of Canby will have a minimal economic impact on the overall community.

Any annexation has an impact on the provision of services but also increases the tax base. Generally, increased revenues balance impacts. In addition, new residences provide opportunities for new citizens in Canby and create opportunities to support local businesses and civic affairs.

The site is within the City's UGB, and is expected to develop according to the Comprehensive Plan designations. Some residents on adjacent properties in existing subdivisions may experience a loss of open space. However, vacant and undeveloped land within an UGB is expected to be utilized to accomplish the community's goals as expressed in the Comprehensive Plan. Therefore, the aesthetic and social impacts of development of the annexation site should be within the anticipated range of impacts associated with continuing growth within the City.

Staff Comments: No significant adverse effects on the economic, social, and physical environment of the community as a whole have been identified.

IV. PUBLIC INPUT RECEIVED:

Neighborhood Meeting – The applicant held a neighborhood meeting on February 26, 2008. Per the applicant's meeting notes (*see Exhibit C – Applicant's Submittals*), questions received during the

meeting concerned what the development of the property would be like if the property were annexed, what are the obstacles to annexation, what is the zoning/comprehensive plan designation of the property and surrounding properties, will the layout that you are proposing change in any way, will the subdivision connect to the property on the corner of SE 13th and S. Ivy Street, and the City's buildable land supply.

Staff Response to neighborhood meeting questions:

- *What kind of development will occur?* ... If the property is annexed, development of the property will be required to be consistent with all applicable land use standards in Canby's Title 12 Land Development and Planning Ordinance.
- *Obstacles to annexation?* ... In the City of Canby, all annexations must be approved by the City Council and by a majority of the voters in the City.
- *Zoning/Comprehensive Plan designation of the property and surrounding properties?* ... Exhibit B of this staff report shows the current comprehensive plan designations of the property and surrounding properties. The goldish-brown color on the neighboring property at the intersection of 13th and Ivy shows a comp plan designation of Residential Commercial (RC), but the property is currently zoned Low Density Residential (R-1). The green color on the opposite side of 13th shows a comp plan designation of Public (P), but the property is currently zoned Low Density Residential (R-1).
- *Will the applicant's proposed layout change?* ... If the property is annexed, future development will be required to meet all applicable development regulations in effect at the time of development. It is unknown whether the property will be developed similar to any proposed layout that the applicant has shown to date.
- *Will the subdivision connect to property at 13th and Ivy?* ... Street and pedestrian connectivity requirements are determined at the time that development or subdivision of property is proposed. It is unknown at this time what specific connectivity will be required in the future if the property is ever developed or subdivided.
- *City's buildable land supply?* ... The City has not adopted a new buildable land supply study since the Land Use Element of the Canby Comprehensive Plan was last updated (approximately 1984). At that time, vacant property designated for residential development within the city limits at that time totaled approximately 135 acres.

Public Comments – Notices were mailed to residents and owners of property within 500 feet of the subject property, and to the Traffic Safety Committee and the Bike and Pedestrian Advisory Committee. Comments were received as follows (*see Exhibit F – Public Comments*):

- Traffic Safety Committee: no comments received.
- Bike and Pedestrian Advisory Committee: Provide adequate curbing, sidewalk, curb cuts & storm drains. Please orient storm drains perpendicular to tire traffic. Pedestrian crosswalks as well.

Staff Response: *Public street improvements are required at the time a property is developed. If the subject property is annexed, street improvement requirements will be determined at the time the property is developed.*

- Citizen Comment (Debra Davis): (*paraphrased*) It would be nice if you could at least plow this field. The overgrown weeds detract from the beauty of our neighborhood.

Staff Response: If the subject property is annexed, it will then fall under City of Canby jurisdiction for code enforcement purposes, and the City can require the owner to control weeds and noxious vegetation that are not protected under the City's Agricultural Use Protection ordinance. Until then, the property falls under the jurisdiction of Clackamas County for code enforcement concerns.

V. CONCLUSION:

Staff concludes, as detailed herein this staff report, including all attachments hereto, that the proposed annexation meets the approval criteria set forth in CMC 16.84.040.

VI. RECOMMENDATION:

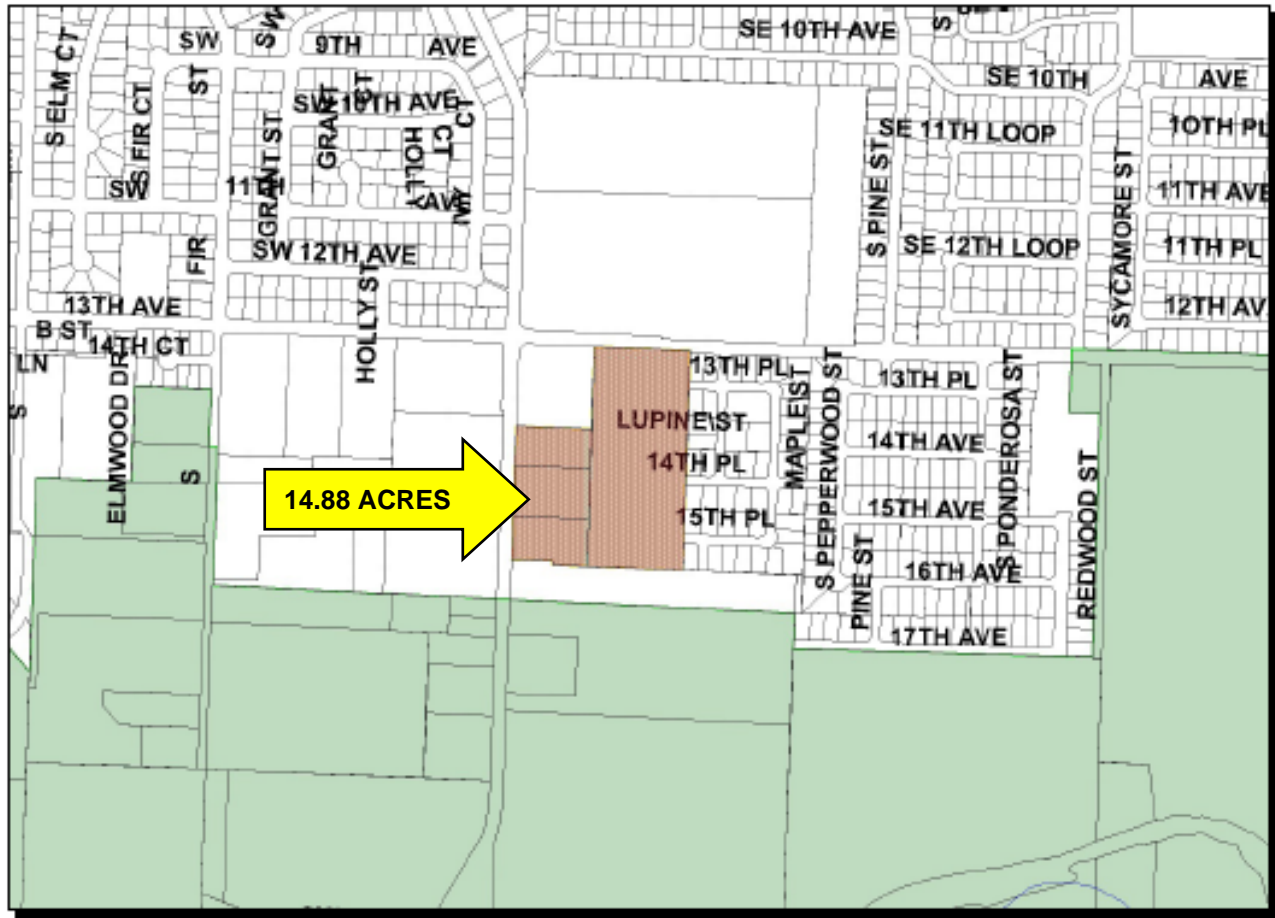
Based upon the findings contained in this report, including all attachments hereto, and without the benefit of a public hearing, staff recommends that the Planning Commission recommend to City Council that:

1. ANN 08-04 be approved for submission to the electorate for vote; and
2. Upon annexation, the zoning of the subject property be designated as Low Density Residential (R-1) and Medium Density Residential (R-1.5) in conformance with the Canby Comprehensive Plan Map.

Exhibits:

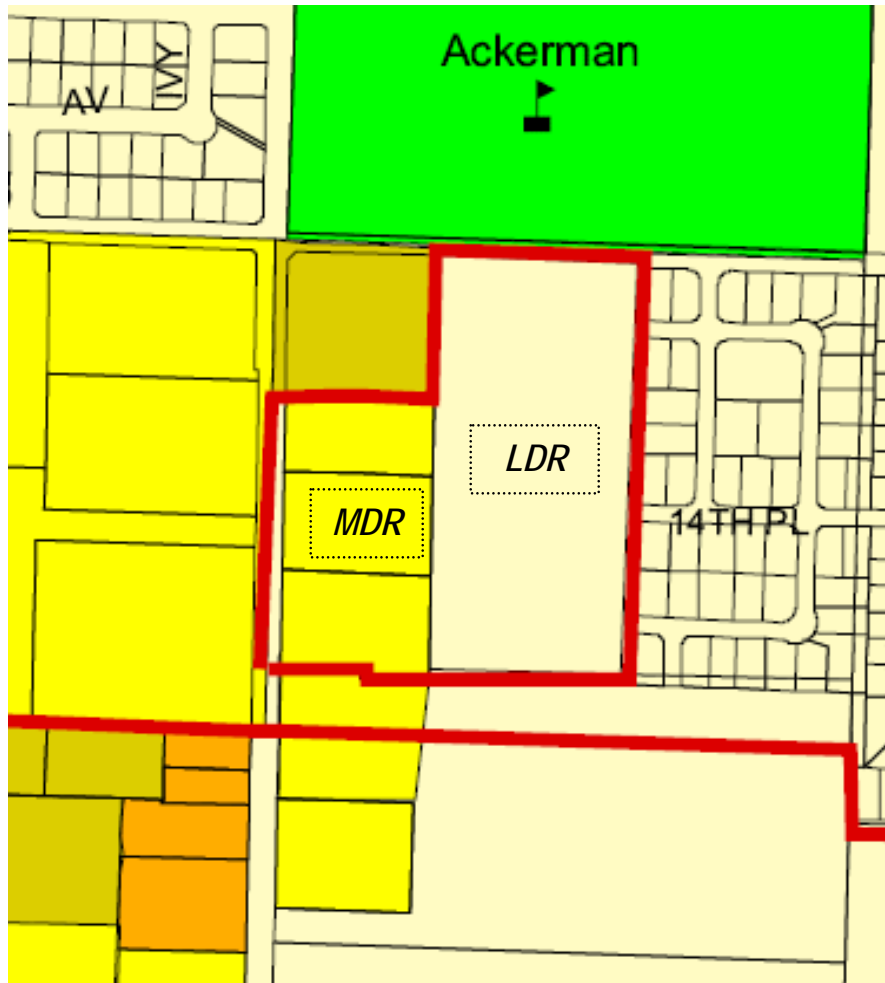
- A. Vicinity Map
- B. Comprehensive Plan Map Excerpt
- C. Applicant's Submittals
- D. Copy of Growth Priorities Diagram
- E. Service Provider Comments
- F. Public Comments

VICINITY MAP



Location: south of S.E. 13th Avenue and east of S. Ivy Street

COMPREHENSIVE PLAN MAP EXCERPT



MDR: Medium Density Residential
LDR: Low Density Residential

APPLICANT'S SUBMITTALS

CITY OF CANBY ANNEXATION APPLICATION

Fee: - See Page 6

Election Costs Deposit: \$2,500.00 – General Election - \$4,500.00 Special Election
Process Type IV

OWNERS

Name A. Wayne Scott, Marlene Scott, et al

Address 214 SW 2nd Avenue

City Canby State OR Zip 97013

Phone (503) 266-5488 Fax (503) 266-4570

E-mail tomscott@scott-investments.com

APPLICANT**

Name Willow Creek Estates, Inc.

Address 214 SW 2nd Avenue

City Canby State OR Zip 97013

Phone (503) 266-5488 Fax (503) 266-4570

E-mail tomscott@scott-investments.com

Please indicate who is to receive correspondence (i.e. staff reports etc) and what format they are to be sent

☐

Owner

☐

Email

☐

US Postal

☐

Fax

☒

Applicant

☒

Email

☒

US Postal

☐

Fax

OWNER'S SIGNATURE

**If the applicant is not the property owner, they must attach documentary evidence of their authority to act as agent in making this application.

DESCRIPTION OF PROPERTY

Address None

Tax Map 4 1E 4DA Tax Lot(s) 4700 Lot Size 9.74
(Acres/Sq.Ft.)

Existing Use Agricultural usage

Proposed Use Annexation for future residential subdivision

Existing Structures None

Zoning Current: County EFU, Proposed: City R-1 Comprehensive Plan Designation LDR - Low Density Res.

Previous Land Use Action (If any) ANN 03-01, ANN 04-04, ANN 05-01

FOR CITY USE ONLY

File # ANN 08-04

Date Received 2/29/08 By OT

Completeness _____

Pre-App Meeting _____

Hearing Date _____

CITY OF CANBY – ANNEXATION APPLICATION
Page 1

**CITY OF CANBY
ANNEXATION APPLICATION**

Fee: - See Page 6

Election Costs Deposit: \$2,500.00 – General Election - \$4,500.00 Special Election
Process Type IV

OWNERS

Name Jeffrey & Kristina Scott

Address 1490 S. Ivy St.

City Canby StateOR. Zip 97013

Phone (503) 266-7120 Fax

E-mail jeffscott@scott-investments.com

APPLICANT**

Name Willow Creek Estates, Inc.

Address 214 SW 2nd Avenue

City Canby StateOR Zip 97013

Phone (503) 266-5488 Fax (503) 266-4570

E-mail tomscott@scott-investments.com

Please indicate who is to receive correspondence (i.e. staff reports etc) and what format they are to be sent

<input type="checkbox"/> Owner	<input type="checkbox"/> Email	<input type="checkbox"/> US Postal	<input type="checkbox"/> Fax
<input checked="" type="checkbox"/> Applicant	<input checked="" type="checkbox"/> Email	<input checked="" type="checkbox"/> US Postal	<input type="checkbox"/> Fax

OWNER'S SIGNATURE

[Signature]
**If the applicant is not the property owner, they must attach documentary evidence of their authority to act as agent in making this application.

DESCRIPTION OF PROPERTY

Address 1490 S. Ivy St.

Tax Map 4 1E 4DA Tax Lot(s) 5000 Lot Size 1.69
(Acres/Sq.Ft.)

Existing Use Agricultural usage

Proposed Use Annexation for future subdivision

Existing Structures One House and several out buildings

Zoning County EFU Proposed: city R-1.5 Comprehensive Plan Designation MDR Medium Density Res.

Previous Land Use Action (If any) None

FOR CITY USE ONLY

File # ANN08-04

Date Received 2/29 By _____

Completeness _____

Pre-App Meeting _____

Hearing Date _____

CITY OF CANBY – ANNEXATION APPLICATION
Page 1

**CITY OF CANBY
ANNEXATION APPLICATION**

Fee: - See Page 6

Election Costs Deposit: \$2,500.00 – General Election - \$4,500.00 Special Election
Process Type IV

OWNERS

Name Scott and Teresa Sasse
Address 1440 S. Ivy St.
City Canby StateOR. Zip 97013
Phone (503) 266-1460 Fax
E-mail Puddinriverchocolate.com

APPLICANT**

Name Willow Creek Estates, Inc.
Address 214 SW 2nd Avenue
City Canby StateOR Zip 97013
Phone (503) 266-5488 Fax (503) 266-4570
E-mail tomscott@scott-investments.com

Please indicate who is to receive correspondence (i.e. staff reports etc) and what format they are to be sent

<input type="checkbox"/> Owner	<input type="checkbox"/> Email	<input type="checkbox"/> US Postal	<input type="checkbox"/> Fax
<input checked="" type="checkbox"/> Applicant	<input checked="" type="checkbox"/> Email	<input checked="" type="checkbox"/> US Postal	<input type="checkbox"/> Fax

OWNER'S SIGNATURE _____

**If the applicant is not the property owner, they must attach documentary evidence of their authority to act as agent in making this application.

DESCRIPTION OF PROPERTY

Address 1440 S. Ivy St.

Tax Map 4 1E 4DA Tax Lot(s) 4900 Lot Size 1.32
(Acres/Sq.Ft.)

Existing Use Agricultural usage

Proposed Use Annexation for future residential subdivision

Existing Structures One House and two out buildings

Zoning County EFU, Proposed: City R-1.5 Comprehensive Plan Designation MDR Medium Density Res.

Previous Land Use Action (If any) None

FOR CITY USE ONLY

File # _____

Date Received _____ By _____

Completeness _____

Pre-App Meeting _____

Hearing Date _____

CITY OF CANBY – ANNEXATION APPLICATION
Page 1

**CITY OF CANBY
ANNEXATION APPLICATION**

Fee: - See Page 6

Election Costs Deposit: \$2,500.00 – General Election - \$4,500.00 Special Election
Process Type IV

OWNERS

Name Travis & Katie McRobbie
Address 1550 & 1554 S. Ivy St.
City Canby StateOR Zip 97013
Phone (503) 804-3843 cell Fax
E-mail TMcRobbie@canby.com

APPLICANT**

Name Willow Creek Estates, Inc.
Address 214 SW 2nd Avenue
City Canby StateOR Zip 97013
Phone (503) 266-5488 Fax (503) 266-4570
E-mail tomscott@scott-investments.com

Please indicate who is to receive correspondence (i.e. staff reports etc) and what format they are to be sent

<input type="checkbox"/> Owner	<input type="checkbox"/> Email	<input type="checkbox"/> US Postal	<input type="checkbox"/> Fax
<input checked="" type="checkbox"/> Applicant	<input checked="" type="checkbox"/> Email	<input checked="" type="checkbox"/> US Postal	<input type="checkbox"/> Fax

OWNER'S SIGNATURE

Travis McRobbie

**If the applicant is not the property owner, they must attach documentary evidence of their authority to act as agent in making this application.

DESCRIPTION OF PROPERTY

Address 1550 & 1554 S. Ivy St.

Tax Map 4 1E 4DA Tax Lot(s) 5100 Lot Size 1.65
(Acres/Sq.Ft.)

Existing Use Agricultural usage

Proposed Use Annexation for future residential subdivision

Existing Structures Two Houses and two out buildings

Zoning County EFU, Proposed: City R-1.5 Comprehensive Plan Designation MDR Medium Density Res.

Previous Land Use Action (If any) ????

FOR CITY USE ONLY

File # _____

Date Received _____ By _____

Completeness _____

Pre-App Meeting _____

Hearing Date _____

CITY OF CANBY – ANNEXATION APPLICATION
Page 1

Application for Annexation

Tax Lots 4700, 4900, 5000 & 5100, Sec. 4DA, T4S R1E WM

Parcels	Owners
Tax Lot 4700	Wayne, Marlene, Thomas, Jeffrey & Shelene Scott 214 SW Second Avenue Canby, OR 97013 Parcel Size: 9.56 Ac.
Tax Lot 4900	Scott & Teresa Sasse 1440 S. Ivy Street Canby, OR 97013 Parcel Size: 1.30 Ac.
Tax Lot 5000	Jeffrey & Kristina Scott 1490 S. Ivy Street Canby, OR 97013 Parcel Size: 1.72 Ac.
Tax Lot 5100	Travis & Katie McRobbie 1550 S. Ivy Street Canby, OR 97013 Parcel Size: 1.65 Ac.

Willow Creek Estates, Inc.
Canby, Oregon

February 29, 2008

City of Canby, Oregon
182 N. Holly Street
Canby, OR 97013

Application for Annexation

Applicant Willow Creek Estates, Inc.
214 SW Second Avenue
Canby, OR 97013
(503) 266-5488
Contact: Tom Scott

Owners

Tax Lot 4700 9.56 Ac.	Wayne, Marlene, Thomas, Jeffrey & Shelene Scott 214 SW Second Avenue Canby, OR 97013
Tax Lot 4900 1.30 Ac.	Scott & Teresa Sasse 1440 S. Ivy Street Canby, OR 97013
Tax Lot 5000 1.72 Ac.	Jeffrey & Kristina Scott 1490 S. Ivy Street Canby, OR 97013
Tax Lot 5100 1.65 Ac.	Travis & Katie McRobbie 1550 S. Ivy Street Canby, OR 97013

Representative Sisul Engineering, Inc.
375 Portland Avenue
Gladstone, OR 97027
(503) 657-0188
Contact: Pat Sisul

Location South of SE 13th Avenue and Ackerman Middle School, east of S. Ivy Street and west of the Tofte Farms Phase 3 subdivision

Legal Description Tax Lots 4700, 4900, 5000 & 5100, Sec. 4DA, T4S R1E WM (Assessor Map 4DA)

Comprehensive Plan Medium Density (Tax Lots 4900, 5000 & 5100)
Low Density (Tax Lot 4700)

Zone County: EFU
Proposed City: R-1 and R1.5, consistent with Comprehensive Plan designations

Site Size Street right-of-way: S. Ivy St. & SE 13th Ave - 0.66 Ac.
Low Density – 9.56 Ac., Med. Density – 4.66 Ac.

Proposal Annexation of 14.88 acres.

PROPOSAL

The applicant proposes annexation of 14.88 acres. Annexation will allow the development of approximately 59 new lots for 56 new and 3 existing single-family residences.

A portion of the site (9.76 acres) was recommended for approval by the Planning Commission and approved for voter consideration by the City Council in 2003, 2004, and 2005. The previous proposals were not approved in the November elections. The circumstances and reasons supporting annexation for the island within the City of Canby have not materially changed since 2003, as discussed in the following narrative.

SITE DESCRIPTION

The site is south of SE 13th Avenue, and is an island of four properties of County land completely surrounded by the City of Canby.

The site has frontage on SE 13th Avenue and S Ivy Street. To the northwest of the site is the Canby Adult Center and to the northeast is Ackerman Middle School. The site is bordered by the Tofte Farms III subdivision to the east, by a vacant site formerly occupied by Turners Nursery (specialty plant nursery) to the north and by the Hope Village development to the west across S Ivy Street. The parcel immediately south of the site is in the process of being developed with a combination of single family residences and townhomes.

Three of the tax lots (located along S Ivy Street) are presently occupied by three single family residences. Tax Lot 4900 also has a small business (Puddin' River Chocolates). The 9.56 acre Tax Lot 4700 is currently being farmed.

The site is very nearly flat, with no identified natural resources or physical hazards. Several trees are located around the existing residences along S. Ivy Street.

Public sewer and water are available to the site in adjoining streets. No public storm drainage system is available. All public facilities for adjacent developments were constructed with the understanding that development on the subject site would utilize the facilities in the future.

Applicable Criteria and Standards

The requirements for a proposal for annexation are listed here and discussed in the following narrative:

Canby Comprehensive Plan

Canby Municipal Code Section 16.84.040.A

- 1. Annexation shall be in keeping with prioritization categories as designated on the adopted maps showing growth phasing....*
- 2. Analysis of the "need" for additional property within the city limits shall be provided.*
- 3. Smaller non-farm land shall be considered a priority for annexation over larger farm land....*
- 4. Access shall be adequate to the site....*
- 5. Adequate public facilities and services shall be available....*
- 6. Compliance with other applicable city ordinances or policies....*
- 7. Compliance with applicable sections of ORS 222....*
- 8. Risk of natural hazards....*
- 9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas....*
- 10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts....*

CANBY COMPREHENSIVE PLAN

Urban Growth Element

Goal 1. To preserve and maintain designated agricultural and forest lands by protecting them from urbanization.

Response: The site is designated "EFU" by Clackamas County, an agricultural zone. The site is being used for agricultural purposes. The soil type identified for the site is "Latourell Loam," which is suitable for agriculture or for development. Since the

property is within the City's Urban Growth Boundary, the policy has been established by the City and County that the site ultimately will be developed for urban uses.

Goal 2. To provide adequate urbanizable area for the growth of the City, within the framework of an efficient system for the transition from rural to urban land use.

Response: The site is in priority area "A" as identified on maps in the City's Comprehensive Plan. It is almost entirely surrounded by land within the City limits that has been subdivided or otherwise developed. This is an area that has largely been converted to urban uses, where public utilities are available and anticipate the addition of this "island" of presently undeveloped land. However, the current pattern of development, with County land surrounded by land within the City limits, potentially makes provision of some services (e.g. fire and police) less efficient.

Policy 1. Canby shall coordinate its growth and development plans with Clackamas County.

Response: The Comprehensive Plan is the adopted policy for city and county.

Policy 3. Canby shall discourage the urban development of properties until they have been annexed to the City and provided with all necessary urban services.

Response: Public facilities and services are available to the site.

Public sewer and water are available in SE 13th Avenue, SE 13th Place, SE 14th Place, SE 15th Place, and South Juniper Street. Facilities in the adjacent subdivisions (Tofte Farms and Dinsmore Estates) were constructed in anticipation of development of this property. The applicant has been advised that the City has adequate capacity to serve the site. Storm water will be managed through infiltration into the soil, as with surrounding developments.

Public schools are required by law to provide for students within the district. Schools in this part of the City have additional capacity.

Table A: School Capacity

School	Capacity	Enrollment (11-07)
Lee Elementary	675	411
Ackerman Middle	543	419
Canby High	2223	1668

Enrollment figures are from the Canby School District and are current as of November 30, 2007.

With the complex approval processes required for annexations and land development, lots will not become available for home construction before summer 2009 at the earliest. The first homes to be completed will likely not be ready for occupancy before late 2009,

so new students from this property would not attend area schools until at least the fall of 2009, with the majority coming in the spring or fall of 2010. The applicants anticipate at least two phases for the subdivision.

Other public services: Police, fire, telephone, electricity, natural gas, and cable are available or can be made available to the site.

Land Use Element

Goal: To guide the development and uses of land so that they are orderly, efficient, aesthetically pleasing, and suitably related to one another.

Policy 2. Canby shall encourage a general increase in the intensity and density of permitted development as a means of minimizing urban sprawl.

Response: The City experienced a slowdown in building permits in 2007, probably in response to regional and national trends in homebuilding and associated finance problems. Mayor Thompson addressed this issue in her January, 2008 State of the City address:

Meanwhile, residential construction has slowed dramatically because of the residential market and because of the lack of available residential land in Canby. Our land supply is well under a year now and we're only issuing a couple residential permits per month. Citizens continue to approve residential land annexations in small part and parcel. We need to continue to consider maintaining an adequate supply of well planned and constructed housing stock, folded into our community in sustainable numbers to continue the complete community concept we have embraced. I am confident we will do so in the years ahead.

The Mayor's comments on the decline in residential building permits and land supply is illustrated in Tables B and C.

Table B: Single Family Residential Building Permits 2004-2007
R-1 and R-1.5 Zones

Year	Number of Permits Issued
2004	82
2005	128
2006	201
2007	73
Total	484
Average	121/year

According to City records and an analysis performed by the applicant, as of February, 2008 there were 95 lots available in the R-1 Zone and 10 lots in the R1.5 Zone (Table C,

page 6).¹ Based on the average of 121 building permits per year, the entire supply of available lots could be “used up” by the end of 2008.² This is, of course, unlikely as other subdivisions will likely become available during that period.

Table C: Available Single Family Residential Lots (R1 and R1.5 Zones)

Land Use Action	Available R1 Lots	Available R1.5 Lots	Total Available Lots
March 2007 Inventory	57	2	59
Locust Corner	7		7
Dinsmore Estates	14	8	22
MLP 06-04	1		1
MLP 06-05	1		1
MLP 06-06	1		1
MLP 06-08	1		1
MLP 06-12	2		2
MLP 06-13	1		1
MLP 06-16	2		2
MLP 07-02	1		1
MLP 07-03	2		2
MLP 07-04	2		2
MLP 07-06	3		3
TOTAL	95	10	105
Proposed Annexation	36	17*	56

February 2008

*Tax Lots 4900 and 5000 are not proposed for subdivision to R1.5 densities in the next few years.

The proposed annexation would add 14.88 acres, potentially 56 lots available for new homes or about a six-month's supply of buildable land.³ However, this annexation would not be finalized until a public vote occurred in November, 2008. An application for subdivision would likely not be approved until spring, 2009. Construction might begin in the spring 2009 but could be delayed until fall 2009 or early in 2010. At the earliest, the first homes would not be completed in the proposed annexation site prior to fall 2009--a year and a half from now.

¹ Existing inventory was determined by adding partitions approved since March 2007 to the City inventory completed that month. To be conservative it was assumed no building permits have been issued for those lots.

² Figures from the staff report for ANN 04-07 suggest that approximately 2.6 acres of R-1 land is needed per month, based on City records. With the recent downturn in homebuilding, this figure probably is somewhat reduced: 121 building permits as the yearly average is equivalent to 10 new units per month. In 2007, the monthly average dropped to six. The building permit figures in Table B are not segregated by zoning district or housing type.

³ R-1 land is consumed at a rate of approximately 2.6 acres per month, based on the calculations from ANN 04-07.

The length and complexity of the approval process, even without an annexation, makes it difficult to predict the rate at which lots are developed and used. Tax lots 4700 and 5100 will be retained by the applicants and owners for their homebuilding business, to allow construction of new homes over a three to five year period. Tax Lots 4900 and 5000 are likely to remain as large lots with single family residences for the near future.

If annexed, this property would add five to six months to the buildable land supply and, when subdivided, an equivalent time period to the platted land supply. The first new lots would likely become platted in spring to summer 2009.

The site is located in an area that is currently developing and where public facilities are available. A traffic signal at SE 13th and South Ivy facilitates vehicular movements in the area and provides connections for destinations around the community. Annexation of the site would facilitate the orderly provision of public services by filling in the gap between portions of the city in this area.

Policy 3. Canby shall discourage any development which will result in overburdening any of the community's public facilities or services.

Response: The applicant has contacted the City and other service providers. No problem has been identified with the provision of any public facility or service. Even the school situation, which has posed a chronic problem for the community, has been addressed through the construction of additional facilities.

Environmental Concerns Element

Goal 1. To protect identified natural and historical resources.

Goal 2. To prevent air, water, land, and noise pollution. To protect lives and property from natural hazards.

Policy 1-R-A. Canby shall direct urban growth such that viable agricultural uses within the urban growth boundary can continue as long as it is economically feasible for them to do so.

Response: A portion of the site is leased for agricultural use, however it is likely that it would not be a viable farm tract as an isolated parcel owing to the proximity of urban uses. As other properties around the site develop with urban uses, the parcel becomes less viable for agricultural uses because it will be separated from adjacent, farmed properties and will be subject to greater impacts from adjacent, residential uses. The site is presently an "island" that is surrounded by city land and its ultimate destiny was settled with establishment of the Urban Growth Boundary and annexation priority system.

Policy 1-R-B. Canby shall encourage the urbanization of the least productive agricultural area within the urban growth boundary as a first priority.

Response: The proximity of non-agricultural uses makes agricultural use impractical for the property, owing to the possible impacts on adjacent residences and the school of noise, smell, dust, agricultural chemicals, etc. Therefore, the site is not desirable for farming but is well suited for residential development similar to adjacent subdivisions, with public sewer and water available in the adjacent streets.

Policy 2-R. Canby shall maintain and protect surface water and groundwater resources.

Response: There are no surface water features on the site or in the vicinity. The applicant expects to manage storm water from a subdivision project on the site through filtration and infiltration as is currently permitted by the City and the Department of Environmental Quality.

Policy 6-R, 9-R, 10-R, 1-H, 2-H, 3-H: Policies relating to historic sites, fish and wildlife habitat, wetlands, steep slopes, flood prone areas, and poor soils.

Response: None of the referenced conditions affect the site.

Transportation Element

Goal: To develop and maintain a transportation system which is safe, convenient and economical.

Policy 1. Canby shall provide the necessary improvement of City streets, and will encourage the County to make the same commitment to local County roads, in an effort to keep pace with growth.

Policy 2. Canby shall work cooperatively with developers to assure that new streets are constructed in a timely fashion to meet the City's growth needs.

Response: SE 13th Avenue and S Ivy Street are classified as arterials by the Transportation System Plan. S Ivy Street is also a designated bicycle route. A signal is located at the intersection of SE 13th and S Ivy, facilitating vehicular movements in the area. The applicant would expect to construct the street frontages to "urban" standards to accommodate anticipated traffic at the time of any future development. In addition, all internal streets would be constructed to satisfy City standards.

Policy 6. Canby shall continue in its efforts to assure that all new developments provide adequate access for emergency response vehicles and for the safety and convenience of the general public.

Response: The layout for any future development can be designed to provide multi-directional access for all lots and facilitate access for emergency vehicles. This will be demonstrated in the context of a subdivision application.

A traffic impact study has been conducted for the application.

Public Facilities and Services Element

Goal: To assure the provision of a full range of public facilities and services to meet the needs of the residents and property owners of Canby.

Response: To the best of the applicant's knowledge, all public facilities and services are available, or can be made available, to the site for the development proposed.

A second reservoir will soon be constructed by the Canby Utility at SW 13th Avenue between Elm and Fir Streets to boost the available storage capacity for the City.

Sanitary sewer is available to the property from S Ivy Street to the west and in SE 13th Place, SE 14th Place and SE 15th Place to the east of the site. The sewage treatment plant has capacity to serve the annexation area. The Sewer Master Plan identifies the annexation area to be located within the Ivy Trunk service area. However, portions of the property would likely drain east through the Tofte Farms subdivision and into the Pine Trunk line. A portion of the Ivy Trunk line in South Ivy Street between 2nd and 6th Avenues may be near capacity. Improvements to the Ivy Trunk line may be needed in this area to increase flow capacity or to alter flow patterns, or a pump station may be needed onsite to direct a greater portion of the annexation into the Pine Trunk line.

Housing Element

Goal: To provide for the housing needs of the citizens of Canby.

Response: The site is part of the land supply within the Urban Growth Boundary of the City of Canby that is planned to provide the housing needs of future citizens.

Conclusion: The proposed annexation supports applicable policies of the Canby Comprehensive Plan, based on the foregoing discussion of goals and policies.

ANNEXATION CRITERIA

(Canby Municipal Code Section 16.84.040)

1. Annexation shall be in keeping with prioritization categories as designated on the adopted maps showing growth phasing....

Response: The site is in Priority Area A, and the proposal is therefore consistent with the City's growth phasing plan.

2. Analysis of the "need" for additional property within the city limits shall be provided.

Response: "Need" was discussed with relation to the "Land Use Element" of the Comprehensive Plan (pp. 5-6 of this narrative). The annexation would add 14.88 acres to the City's supply of available, buildable land, approximately a five to six months' supply

of lots when platted. The development process, from land acquisition to annexation to subdivision application to completion of public facilities improvements, can take well over a year. The estimated supply of land may vary, depending on rate of growth and difficulties involved in the development process, such as devising a suitable design for lot layout, obtaining financing, designing and constructing public improvements, and so on. The proposed annexation would add approximately five to six months' supply of single family lots (based on City projections of annual need for dwellings) that would become part of the available land supply within the City limits for use beginning in 2009 through 2010, given the time involved in converting raw land to suitable lots ready for building permits and the applicant's business plans.

3. Smaller non-farm land shall be considered a priority for annexation over larger farm land....

Response: One of the four tax lots, approximately 9.56 acres in area, is currently leased for farm use. The site, by itself, would probably not constitute a viable farm, given the constraints posed by adjacent residential land uses. The other three tax lots are not in farm use and are not large enough for viable farms.

4. Access shall be adequate to the site....

Response: The site fronts SE 13th Avenue, SE Ivy Street, and several streets that are temporarily terminated along the site's east and south boundaries. An internal street system would be constructed to provide public street frontage for every new lot.

5. Adequate public facilities and services shall be available....

Response: Public facilities and services are generally available or can be made available, as previously discussed. New public facilities needed to support subdivision of the site to create new lots on the site generally are paid for by the developer.

6. Compliance with other applicable city ordinances or policies....

Response: The application complies with other city ordinances or policies, or can be made to comply through the development process.

7. Compliance with applicable sections of ORS 222....

Response: The applicant expects to comply with these provisions of state law.

8. Risk of natural hazards....

Response: The land is flat to gently sloped. No natural hazards have been identified on the site or in the vicinity.

9. Urbanization of the subject property shall not have a significant adverse effect on specially designated open space, scenic, historic or natural resource areas....

Response: No designated open space, scenic, historic or natural resource areas are on the site.

10. Economic impacts which are likely to result from the annexation shall be evaluated in light of the social and physical impacts....

Response: The addition 14.88 acres to the City of Canby will have a minimal economic impact on the overall community.

Any annexation has an impact on the provision of services but also increases the tax base. Generally, increased revenues balance impacts. In addition, new residences provide opportunities for new citizens in Canby and create opportunities to support local businesses and civic affairs.

The site is within the City's UGB, and is expected to develop according to the Comprehensive Plan designations. Some residents on adjacent properties in existing subdivisions may experience a loss of open space. However, vacant and undeveloped land within an UGB is expected to be utilized to accomplish the community's goals as expressed in the Comprehensive Plan. Therefore, the aesthetic and social impacts of development of the annexation site should be within the anticipated range of impacts associated with continuing growth within the City.

Conclusion: The criteria of Section 16.84.040 are satisfied, as demonstrated by the foregoing narrative.

Conclusion

The foregoing narrative describes a proposal for annexation of 14.88 acres. The annexation supports the City's goals and policies and satisfies applicable criteria identified in the City's Comprehensive Plan and Land Development and Planning Code. Therefore, the proposed annexation should be approved, along with establishing the zoning according to the Comprehensive Plan designations.

LEGAL DESCRIPTION & BOUNDARY MAP



Harper
Houf Peterson
Righellis Inc.

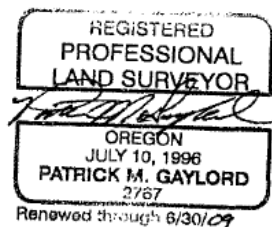
ENGINEERS • PLANNERS
LANDSCAPE ARCHITECTS • SURVEYORS

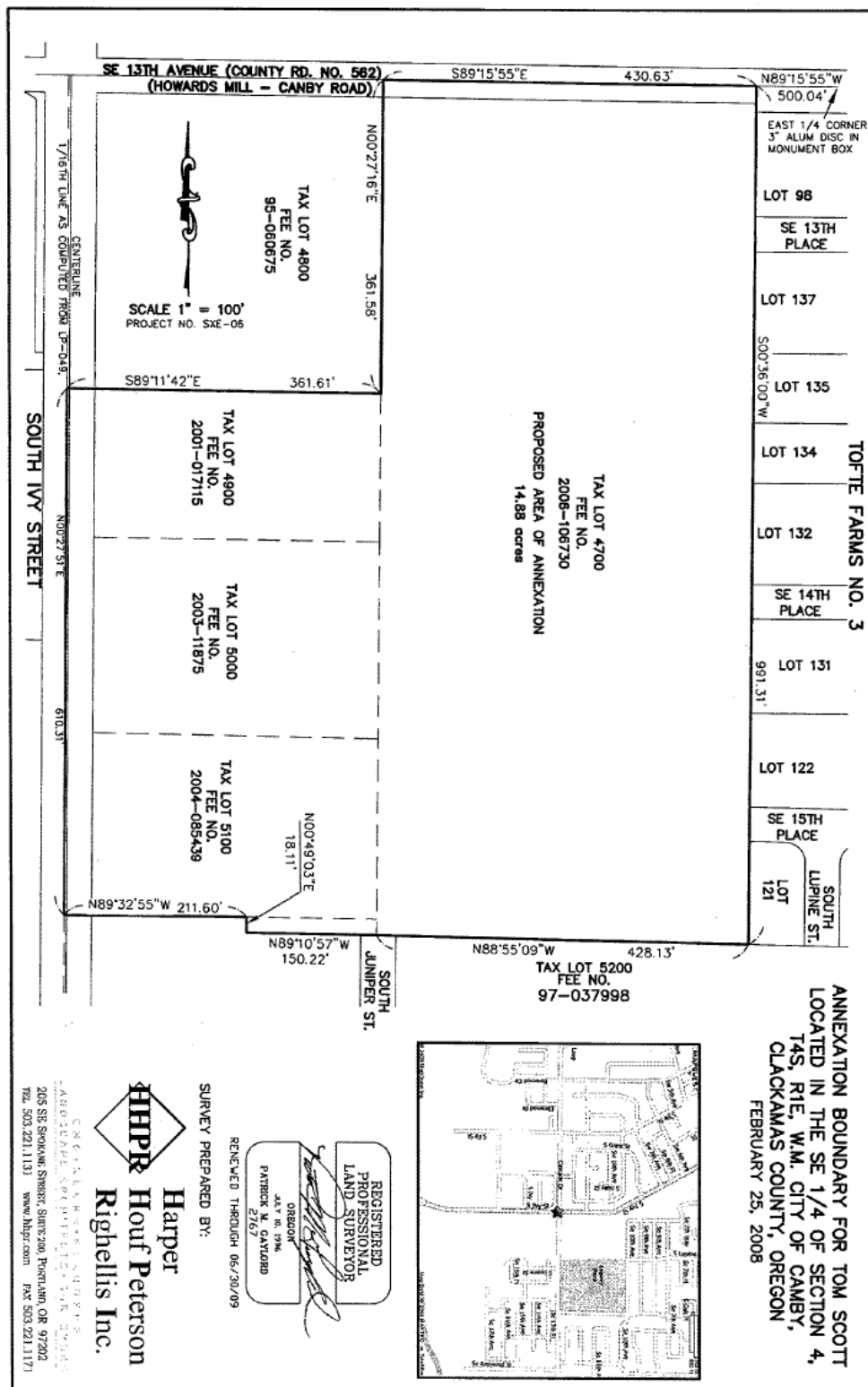
February 26, 2008

ANNEXATION BOUNDARY LEGAL DESCRIPTION

LEGAL DESCRIPTION FOR A PROPOSED ANNEXATION TO THE CITY OF CANBY
IN THE SOUTHEAST ONE QUARTER OF SECTION 4, T4S, R1E, W.M., CITY
OF CANBY, CLACKAMAS COUNTY, OREGON, THE BOUNDARY OF WHICH IS MORE
PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE CENTERLINE OF COUNTY ROAD NO. 562 (SE
13TH AVENUE) WHICH BEARS NORTH 89°15'55" WEST 500.04 FEET FROM
THE EAST ONE QUARTER CORNER OF SECTION 4; THENCE SOUTH 00°36'00"
WEST ALONG THE WEST LINE OF TOFTE FARMS NO. 3, A DULY RECORDED
PLAT, 991.31 FEET TO AN IRON ROD AT THE SOUTHWEST CORNER THEREOF;
THENCE NORTH 88°55'09" WEST 428.13 FEET TO AN IRON PIPE AT THE
SOUTHWEST CORNER OF THAT TRACT OF LAND DESCRIBED BY DEED RECORDED
AS FEE NO. 2006-106730, CLACKAMAS COUNTY DEED RECORDS; THENCE
ALONG THE SOUTH LINE OF THAT TRACT OF LAND DESCRIBED BY DEED
RECORDED AS FEE NO. 2004-085439, NORTH 89°10'57" WEST 150.22 FEET
TO AN ANGLE POINT THEREOF; THENCE CONTINUING ALONG THE SAID LINE
NORTH 00°49'03" WEST 18.11 FEET TO A POINT; THENCE NORTH
89°32'55" WEST 211.60 FEET TO THE INTERSECTION OF THE SAID SOUTH
LINE WITH THE WEST LINE OF THE NORTHEAST ONE QUARTER OF THE
SOUTHEAST ONE QUARTER; THENCE ALONG THE SAID WEST LINE, NORTH
00°27'51" EAST 610.31 FEET TO THE INTERSECTION OF THE SAID WEST
LINE OF THE NORTHEAST ONE QUARTER OF THE SOUTHEAST ONE QUARTER
WITH THE WESTERLY EXTENSION OF THE NORTH LINE OF THAT TRACT OF
LAND DESCRIBED BY DEED RECORDED AS FEE NO. 2001-017115, CLACKAMAS
COUNTY DEED RECORDS; THENCE SOUTH 89°11'42" EAST 361.61 FEET
ALONG THE SAID WESTERLY EXTENSION AND NORTH LINE OF THE SAID DEED
TO THE NORTHEAST CORNER THEREOF AND A POINT IN THE AFOREMENTIONED
DEED RECORDED AS FEE NO. 2006-106730; THENCE NORTH 00°27'16" EAST
361.58 FEET TO A POINT IN THE CENTERLINE OF SAID COUNTY ROAD NO.
562; THENCE ALONG THE CENTERLINE OF THE COUNTY ROAD SOUTH
89°15'55" EAST 430.63 FEET TO THE POINT OF BEGINNING. CONTAINING
14.88 ACRES MORE OR LESS.





This map was prepared for assessment purposes only

NE 1/4 SE 1/4 SEC. 4 T.4S. R.1E. W.M.
CLACKAMAS COUNTY
1"=100'

8800

SEE MAP 4 IE 4A

9000

4 IE 4DA

24800

CANCELLED
400'

86-02

SEE MAP 4 IE 4D

86-20
EFU

SEE MAP 4 IE 3

24700

SEE MAP 4 IE 4D

4 IE 4DA
BOOK 35

NEIGHBORHOOD MEETING INFORMATION

Willow Creek Estates, Inc.

214 SW 2nd Avenue
Canby, Oregon 97013
503-266-5488
503-266-4570 FAX

February 5, 2008

RE: Neighborhood Meeting - Proposed Annexation - South Ivy Street
Tax Lot #41E04DA04700 - Scott - 9.74 acres
Tax Lot #41E04DA04900 - Sasse - 1.32 acres
Tax Lot #41E04DA05000 - Scott - 1.69 acres
Tax Lot #41E04DA05100 - McRobbie - 1.65 acres

Dear Property Owner,

You are invited to attend a neighborhood meeting to discuss a proposed annexation for property between S. Ivy St, SE 13th Ave and SE 16th Ave in Canby. The meeting will be held at 6:00pm on Tuesday, February 26, 2008 at the Canby Adult Center - 1250 S. Ivy St.

We will be providing general information on the proposed annexation. If you have any questions, concerns or thoughts about the annexation we would like to discuss them at this meeting. Thank you for your time and we look forward to seeing you at the meeting.

If you are unable to attend the meeting but would like to discuss the development with us, please give us a call at 503-266-5488 or e-mail to tomscott@scott-investments.com.

Sincerely,

Thomas AW Scott
President

Willow Creek Estates, Inc.

**214 SW 2nd Avenue
Canby, Oregon 97013
503-266-5488
503-266-4570 FAX**

February 26, 2008

RE: Neighborhood Meeting - Proposed Annexation - South Ivy Street
Tax Lot #41E04DA04700 - Scott - 9.74 acres
Tax Lot #41E04DA04900 - Sasse - 1.32 acres
Tax Lot #41E04DA05000 - Scott - 1.69 acres
Tax Lot #41E04DA05100 - McRobbie - 1.65 acres

To Whom It May Concern:

A neighborhood meeting was held at Canby Adult Center on Tuesday February 26th at 6:00pm for discussion on our proposed annexation. All property owners living within 500 feet of the subject property were notified at least fourteen (14) days in advance. The following citizens were in attendance:

- Thomas AW Scott - Applicant
- Travis McRobbie - 1550 S. Ivy St. - Applicant/Property Owner
- Jeff Scott - 1490 S. Ivy St - Applicant/Property Owner
- Scott Sasse - 1440 S. Ivy St. - Applicant/Property Owner
- Winston Fairbrother - 336 SE 14th Place
- Catherine Sisul - Hope Village
- Jerry Mootz - 1735 S. Ivy St.
- Phil Rivers - 1415 S. Lupine St.
- KC Davies - 1393 S. Lupine St.
- Dwight French - 342 SE 15th Place
- Susan Meyers - 372 SE 13th Place
- Sarah Carlock - 388 SE 14th Place

The following is a list of comments and questions raised during the meeting:

- What style of homes will be built in the subdivision(s)?
- What price range will the homes be sold?

- When would homes begin to be built and lived in?
- Will all properties be developed at same time?
- What are the obstacles to annexation?
- What is the zoning/comprehensive plan designation of this property and surrounding properties?
- Will the layout that you are proposing change in any way?
- Will the subdivision connect to the property on the corner of SE 13th and S. Ivy St.?
- Could you speak about the City of Canby's buildable land supply?

All in attendance seemed to be satisfied with our response to the above questions. No serious issues were raised during the meeting.

Thank you for your time.

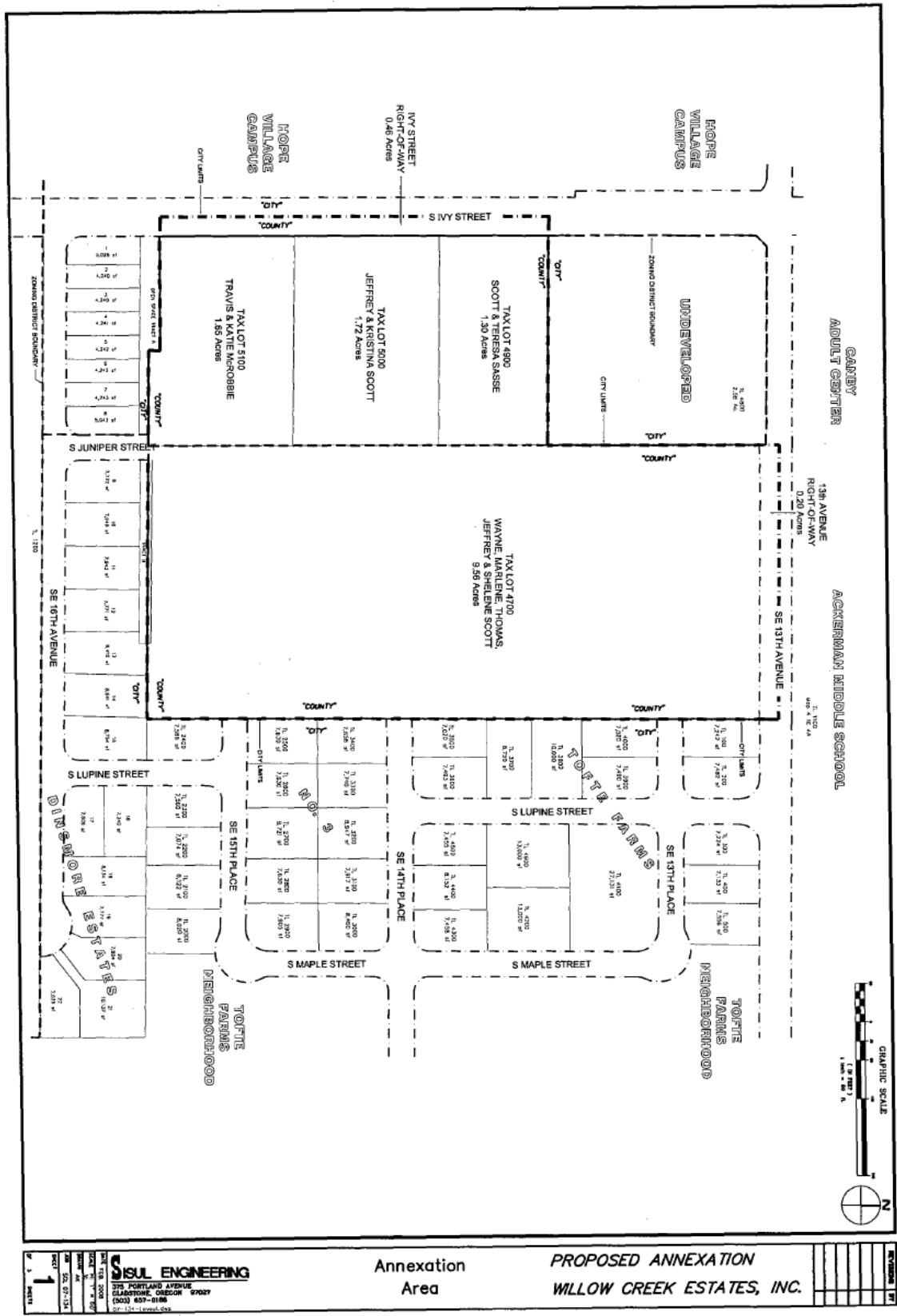
Sincerely,

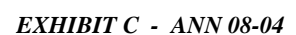
Thomas AW Scott
President

Dinsmore Estates - Phase II Annexation

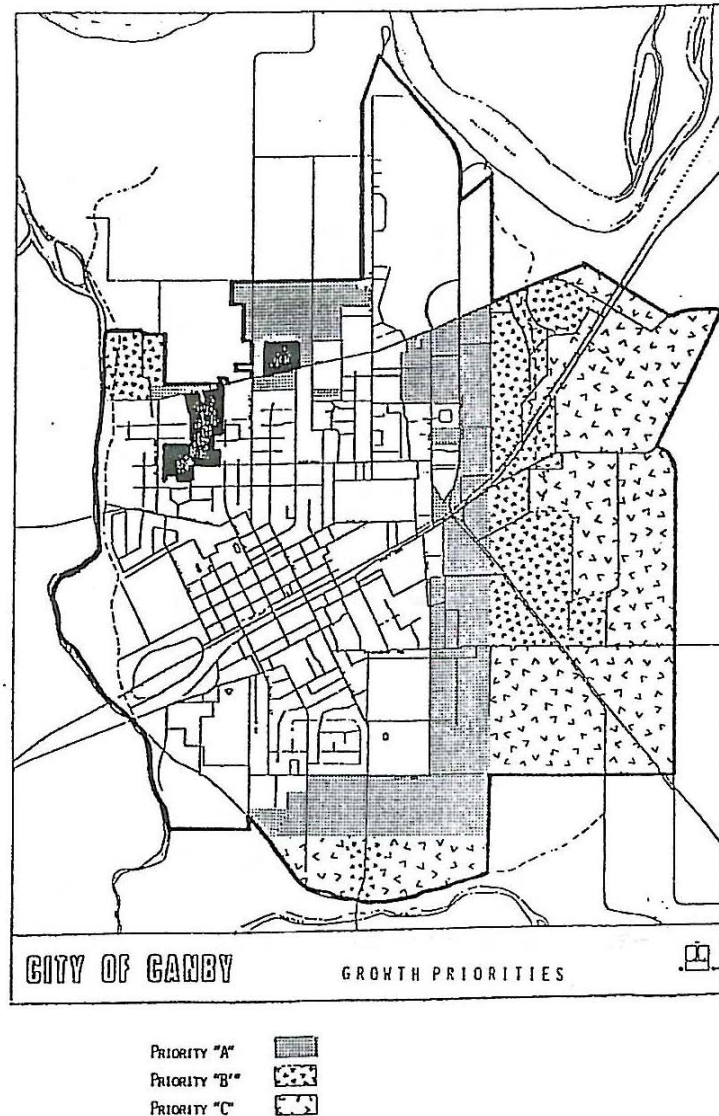
Neighborhood Meeting Attendance Sheet February 26, 2008

	Name	Address
1.	Travis McRobbie	1550 S Ivy St Canby, OR
2.	WINSTON FAIRBROTHER	376 SE 14 th PL CANBY
3.	Catherine Sisil Hope Village	
4.	Jenny May	1735 S IVY
5.	Phil Reiser	1415 S Lupine
6.	K.C. Davies	1393 S. Lupine St
7.	Dwight French	342 SE 15 th PL Canby OR 97013
8.	Tom Scott	214 SW 2 nd Ave -CANBY
9.	Jeff Scott	214 SW 2 nd Ave Canby
10.	Susan Myers	372 SE 13 th Pl. Canby 97013
11.	Sarah Carlott	388 SE 14 th Place Canby 97013
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COPY OF GROWTH PRIORITIES DIAGRAM



NOTE: The locations shown on this map are generalized. More specific information can be gained from the official land use map on file in City Hall.

Canby Comprehensive Plan

Growth Priorities

SERVICE PROVIDER COMMENTS

04/16/2008 15:07 5032667238

CANBY SHOP COMPLEX

PAGE 03/03

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

(503) 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

<input type="checkbox"/> FIRE	<input type="checkbox"/> CANBY POST OFFICE
<input type="checkbox"/> POLICE	<input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR
<input type="checkbox"/> PUBLIC WORKS	<input type="checkbox"/> CLACKAMAS COUNTY 911
<input type="checkbox"/> CANBY ELECTRIC	<input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION
<input type="checkbox"/> CANBY WATER	<input type="checkbox"/> TRAFFIC SAFETY COMMITTEE
<input type="checkbox"/> WWTP - Darvin Trammel	<input type="checkbox"/> CLACKAMAS COUNTY
<input type="checkbox"/> WWTP - Jeff Crowther	<input type="checkbox"/> CANBY SCHOOL DISTRICT
<input type="checkbox"/> CITY ENGINEER	<input type="checkbox"/> OREGON DEPT. TRANSPORTATION
<input type="checkbox"/> CTA	<input type="checkbox"/> ODOT/REGION 1/DIST 2B
<input type="checkbox"/> NW NATURAL	<input type="checkbox"/> STATE OF OREGON/REVENUE
<input type="checkbox"/> WILLAMETTE BROADBAND	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CANBY DISPOSAL	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> BUILDING OFFICIAL
<input type="checkbox"/> PGE	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> CANBY AREA TRANSIT	<input type="checkbox"/> OTHER _____

The City has received ANN 08-04, an application from Willow Creek Estates requesting to annex 14.88 acres into the City of Canby. The property is located south of S.E. 13th Avenue and east of S. Ivy Street (also identified by Clackamas County Assessor Map & Tax Lot Nos. 41E04DA-04700, 04900, 05000, and 05100). If annexed, approximately 9.74 acres of the property would be zoned Low Density Residential (R-1) and approximately 5.14 acres of the property would be zoned Medium Density Residential (R-1.5) in conformance with the Canby Comprehensive Plan.

Please review the enclosed application and return comments to Melissa Hardy by **Friday, April 25, 2008**.
Thank you.

Comments or Proposed Conditions:

Canby Utility's annexation policy will apply

Please check one box and sign below:

- ☐ Adequate Public Services (of your agency) are available
- ☒ Adequate Public Services will become available through the development
- ☐ Conditions are needed, as indicated
- ☐ Adequate public services are not available and will not become available

Signature: _____

Date: 4-16-08

Title: Line Foreman

Agency: _____

~~Canby Electric~~ Canby Stockwell
Canby Electric
City Shops

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 950, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

- TO:
- | | |
|---|--|
| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
| <input type="checkbox"/> PUBLIC WORKS | <input type="checkbox"/> CLACKAMAS COUNTY 911 |
| <input type="checkbox"/> CANBY ELECTRIC | <input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION |
| <input type="checkbox"/> CANBY WATER | <input type="checkbox"/> TRAFFIC SAFETY COMMITTEE |
| <input type="checkbox"/> WWTP - Darvin Traummel | <input type="checkbox"/> CLACKAMAS COUNTY |
| <input type="checkbox"/> WWTP - Jeff Crowther | <input type="checkbox"/> CANBY SCHOOL DISTRICT |
| <input type="checkbox"/> CITY ENGINEER | <input type="checkbox"/> OREGON DEPT. TRANSPORTATION |
| <input type="checkbox"/> CTA | <input type="checkbox"/> ODOT/REGION 1/DIST 2B |
| <input type="checkbox"/> NW NATURAL | <input type="checkbox"/> STATE OF OREGON/REVENUE |
| <input type="checkbox"/> WILLAMETTE BROADBAND | <input type="checkbox"/> CANBY BUSINESS REVITALIZATION |
| <input type="checkbox"/> CANBY DISPOSAL | <input type="checkbox"/> PARKS AND RECREATION |
| <input type="checkbox"/> CITY ATTORNEY | <input type="checkbox"/> CITY TRANSPORTATION ENGINEER |
| <input type="checkbox"/> BIKE AND PEDESTRIAN COMM | <input type="checkbox"/> BUILDING OFFICIAL |
| <input type="checkbox"/> PGE | <input type="checkbox"/> OTHER _____ |
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Please review the enclosed application and return comments to Melissa Hardy by **Friday, April 25, 2008**. Thank you.

Comments or Proposed Conditions:

NO COMMENTS OR ISSUES @ this time

Please check one box and sign below:

- ☐ Adequate Public Services (of your agency) are available
- ☒ Adequate Public Services will become available through the development
- ☐ Conditions are needed, as indicated
- ☐ Adequate public services are not available and will not become available

Signature: *Patricia Johnson* Date: 4/17/08

Title: FOREMAN Agency: _____ Canby Water
CUB

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

(503) 266-7001

FAX 266-1574

DATE: April 15, 2008

TO: <input type="checkbox"/> FIRE <input type="checkbox"/> POLICE <input type="checkbox"/> PUBLIC WORKS <input type="checkbox"/> CANBY ELECTRIC <input type="checkbox"/> CANBY WATER <input type="checkbox"/> WWTP - Darwin Trammel <input type="checkbox"/> WWTP - Jeff Crowther <input type="checkbox"/> CITY ENGINEER <input type="checkbox"/> CTA <input type="checkbox"/> NW NATURAL <input type="checkbox"/> WILLAMETTE BROADBAND <input type="checkbox"/> CANBY DISPOSAL <input type="checkbox"/> CITY ATTORNEY <input type="checkbox"/> BIKE AND PEDESTRIAN COMM <input type="checkbox"/> PGE <input type="checkbox"/> CANBY AREA TRANSIT	<input type="checkbox"/> CANBY POST OFFICE <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR <input type="checkbox"/> CLACKAMAS COUNTY 911 <input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION <input type="checkbox"/> TRAFFIC SAFETY COMMITTEE <input type="checkbox"/> CLACKAMAS COUNTY <input type="checkbox"/> CANBY SCHOOL DISTRICT <input type="checkbox"/> OREGON DEPT. TRANSPORTATION <input type="checkbox"/> ODOT/REGION 1/DIST 2B <input type="checkbox"/> STATE OF OREGON/REVENUE <input type="checkbox"/> CANBY BUSINESS REVITALIZATION <input type="checkbox"/> PARKS AND RECREATION <input type="checkbox"/> CITY TRANSPORTATION ENGINEER <input type="checkbox"/> BUILDING OFFICIAL <input type="checkbox"/> OTHER _____ <input type="checkbox"/> OTHER _____
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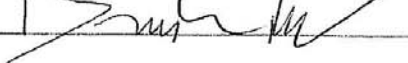
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Thank you.

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Signature:  Date: 4-22-08

Title: ASSOCIATE ENG. Agency: CANBY TELCOM

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1374

DATE: April 15, 2008

TO:

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<input checked="" type="checkbox"/> WILLAMETTE BROADBAND <i>WAVE</i>	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CANBY DISPOSAL	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> BUILDING OFFICIAL
<input type="checkbox"/> PGE	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> CANBY AREA TRANSIT	<input type="checkbox"/> OTHER _____

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Signature: *M. J. M.*Date: *4/23*Title: *Construction Conc.*Agency: *Wave*

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

(503) 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

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<input type="checkbox"/> POLICE	<input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR
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RECEIVED
APR 17 2008
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Comments or Proposed Conditions:

SANITARY SEWER CAPACITY IS AVAILABLE AS A RESULT OF UPSIZING THE COLLECTION SYSTEM IN SE 2ND AVE LAST YEAR

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Signature:

Date:

Title:

Agency:

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 936, Canby, OR 97013

(503) 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

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|---|--|
| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
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Signature: John Kalish Date: 4-20-08

Title: Pres Agency: Canby Disposal Co

000 P 003/003 1-798

FROM 14:11 APR-24-08

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

TO:

<input type="checkbox"/> FIRE	<input type="checkbox"/> CANBY POST OFFICE
<input type="checkbox"/> POLICE	<input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR
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Signature: Darvin Trammel **Date:** 4/24/08

Title: Wastewater Supervisor **Agency:** WWTP

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

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[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

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Agency: _____

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Signature: Brian Van Deren **Date:** 4-22-08

Title: Engineer **Agency:** Nw Natural

PUBLIC COMMENTS

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-7001

FAX 266-1574

DATE: April 15, 2008

- TO:
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Comments or Proposed Conditions:

*Provide adequate curbing, sidewalk & curb cuts
& storm drains. Please orient storm drains
perpendicular to fire traffic.
Pedestrian crosswalks as well.*

Please check one box and sign below:

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Signature: *Elaine J. Jernigan* Date: *5/20/08*

Title: *Bike & Ped Ad. Com* Agency: *committee member*

**CANBY PLANNING DEPARTMENT
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Signature: Marlene Elmer **Date:** 5-12-08

Title: Chairman **Agency:** Traffic Safety Comm



CITY OF CANBY - COMMENT FORM

If you are not able to attend the Planning Commission hearing, you may submit written comments on this form or in a letter to the Planning Commission.

Please send comments to the City of Canby Planning Department.

By mail: Planning Department, PO Box 930, Canby, OR 97013
In person: Planning Department at 170 NW Second Street
E-mail: Hardym@ci.canby.or.us

Written comments with your name and address must be received prior to the hearing at 7:00 PM Jun 9, 2008.

APPLICATION: Annexation

APPLICANT: Wayne, Marlene, Thomas, Jeffrey & Shelene Scott; Scott & Teresa Sasse; Jeffrey & Kristina Scott; Travis & Katie McRobbie

CITY FILE #: ANN 08-04

COMMENTS:

Hello -
Just a simple request and I am sure
that my surrounding neighbors would agree
It would be so nice if you could
at least plow this field. The overgrown
weeds detract from the beauty of
our neighborhood. It would be a
responsible and well appreciated
gesture.
Thank you so much!

YOUR NAME:

Debra Davis

ORGANIZATION or BUSINESS (if any):

ADDRESS:

338 SE 15th Place Canby

PHONE # (optional):

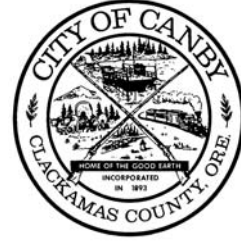
DATE:

5-23-08

ATTACHMENT 3

Memorandum to Planning Commission

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MEMORANDUM

TO: PLANNING COMMISSION

RE: ANN 08-04 - Transportation Analysis

STAFF: Melissa Hardy, Associate Planner

DATE: June 23, 2008

I. SUPPLEMENTAL FINDINGS:

The transportation analysis for annexation application no. ANN 08-04 was completed June 23, 2008 (*see Attachment A – Transportation Analysis*). As detailed in the attached Transportation Analysis, the proposed annexation meets approval criteria no. 5 concerning transportation facilities because adequate transportation facilities are available to service the potential development of the subject property if annexed into the City of Canby.

II. RECOMMENDATION:

Based upon the findings contained in the staff report dated May 29, 2008, including all attachments thereto, and the supplemental findings contained in this memorandum, including all attachments hereto, staff recommends that the Planning Commission recommend to City Council that:

1. ANN 08-04 be approved for submission to the electorate for vote; and
2. Upon annexation, the zoning of the subject property be designated as Low Density Residential (R-1) and Medium Density Residential (R-1.5) in conformance with the Canby Comprehensive Plan Map.

ATTACHMENTS

- A. Transportation Analysis

ATTACHMENT A
Transportation Analysis

DINSMORE ANNEXATION
TRAFFIC IMPACT STUDY

CANBY, OREGON

PREPARED BY
LANCASTER ENGINEERING

JUNE 2008



D R A F T

DINSMORE ANNEXATION

Traffic Impact Study

Canby, Oregon

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EXECUTIVE SUMMARY

1. Four parcels are proposed for annexation. The parcels are southeast of the S Ivy Street/SE 13th Avenue intersection. There is frontage on both S Ivy Street and SE 13th Avenue and it was assumed the parcels would take access to both streets.
2. The proposed annexation is expected to generate up to 56 morning peak hour trips, 74 evening peak hour trips, and 710 weekday trips.
3. The study intersections, S Ivy Street at SE 13th Avenue, site access onto SE 13th Avenue, and site access onto S Ivy Street are forecast to operate with acceptable delays with the proposed annexation.
4. Left-turn lane warrants were not met for a southbound left-turn lane on S Ivy Street or a westbound left-turn lane on SE 13th Avenue at the future site access points. However, the site access will likely need to serve more left-turning vehicles than the subject site alone would generate. The need for a left-turn lane on S Ivy Street is dependent upon the number of left-turning vehicles, which will not be known until it can be determined how many parcels will need to be served by site access.
5. While site access to S Ivy Street could be developed for the subject parcel, there are several other parcels in the area that will eventually be annexed into the City Limits and developed. These parcels will also require access to the street system. There are access limitations on S Ivy Street. Many of the parcels have short frontages and providing individual access to each parcel would not meet the County's spacing standards. In addition, there are sections along S Ivy Street with limited sight distance. It is likely that access to the subject property will need to serve adjacent parcels. Both the overall street system and the site's internal street system should be designed for these future needs. Allowing access to individual parcels as they annex and develop may create issues for future development. For these reasons, it is recommended that a Master Plan that provides a planned street system be prepared for the area.



D R A F T

INTRODUCTION

Several parcels have been proposed for annexation into Canby's City Limits. The site is located south of SE 13th Avenue and east of S Ivy Street. There is no development proposal for the site at this time. The proposed annexation does not involve a Comprehensive Plan amendment.

The purpose of this study is to assess the traffic impact of the proposed annexation on the nearby street system and to recommend any required mitigative measures. The analysis will include level of service calculations and a discussion of future conditions.

Detailed information on traffic counts, trip generation calculations, and level of service calculations is included in the appendix to this report.



LOCATION DESCRIPTION

Four parcels have been proposed for annexation into Canby's City Limits. The parcels are located south of SE 13th Avenue and east of S Ivy Street and comprise a total of 14.40 acres. Up to 66 homes could be constructed on the site.

The parcels front onto SE 13th Avenue and S Ivy Street. Access is possible through either or both streets.

The intersection of S Ivy Street and SW/SE 13th Avenue was analyzed in this report. The potential site access points are also examined and discussed. Figure 1 on page seven is a vicinity map showing the existing lane configurations at the study area intersections and traffic control devices.

S Ivy Street is under the jurisdiction of Clackamas County. The roadway is functionally classified as an Arterial by the City of Canby. It is a two-lane facility in the vicinity of the site, widening to three lanes at SE/SW 13th Avenue. The posted speed is 30 mph north of SE/SW 13th Avenue and 40 mph south of SE/SW 13th Avenue with a 20-mph school zone near Lee Elementary School, which is in the vicinity of the site. The pavement width is between 26 and 40 feet.

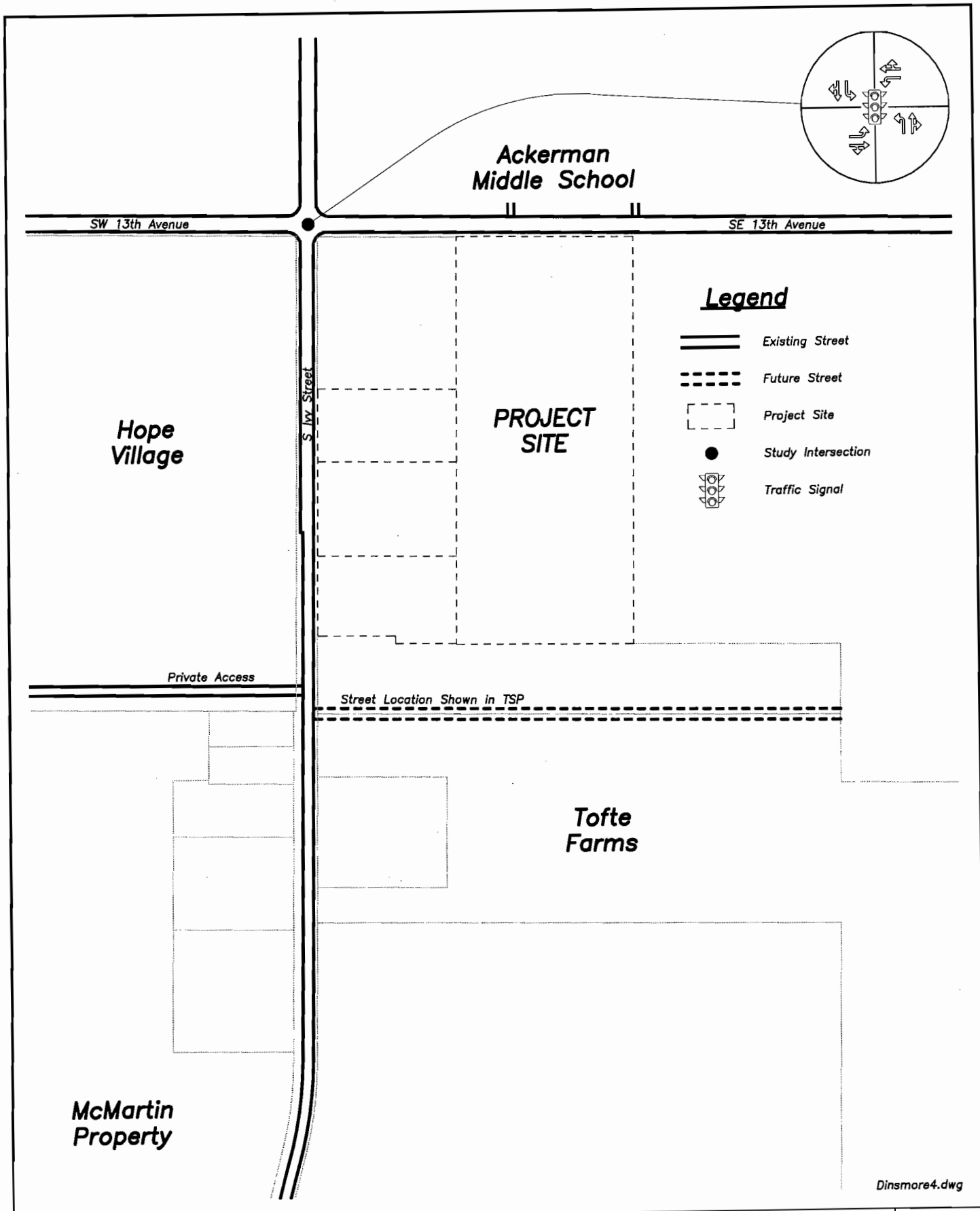
SE 13th Avenue is under the jurisdiction of the City of Canby and is classified as an Arterial. It is generally a two-lane facility that widens to three lanes at its intersection with S Ivy Street. The posted speed is 25 mph, although there is a 20-mph school speed zone near Ackerman Middle School, which is in the vicinity of the site. Eventually, the roadway will be extended to connect with Berg Parkway. There are generally curbs and sidewalks on both sides of the road, with bike lanes near S Ivy Street. The pavement is typically 44 feet wide.

The City of Canby provides transit service throughout the City as well as service to Oregon City and Woodburn. South Clackamas Transit District provides transit service to Molalla and South Metro Area Regional Transit provides service to Wilsonville. Canby Route 2, *South Canby*, provides service within one-quarter of a mile of the site. Transit service is from about 7:15 a.m. to about 8:15 p.m. on weekdays with 60-minute bus headways. Saturday service is from about 9:15 a.m. to about 5:15 p.m. with 60-minute headways. There is no transit service on Sundays.

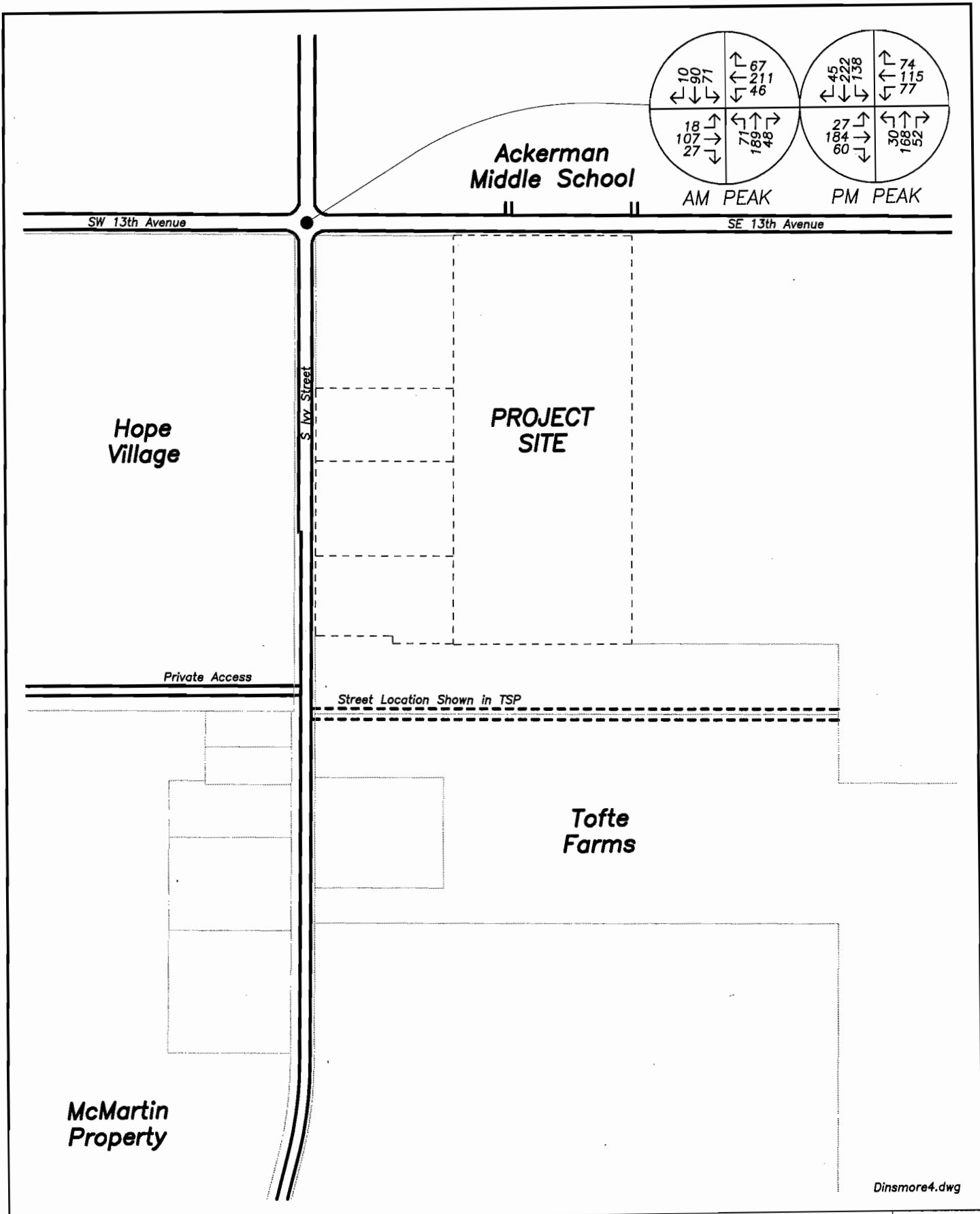


D R A F T

Manual turning movement counts were made at the study intersection during June 2008 from 7:00 to 9:00 a.m. and 4:00 to 6:00 p.m. The peak hours occurred from 7:15 to 8:15 a.m. and from 5:00 to 6:00 p.m. The volumes for the morning and evening peak hours are shown in Figure 2 on page eight.



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TRAFFIC VOLUMES
Existing Conditions
AM & PM Peak Hours

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FIGURE
2

PAGE
8



TRIP GENERATION

When the subject property is annexed, the zoning designation for the property will become R-1 (Low-Density Residential). In past annexation proposals, the larger parcel was proposed to be development eventually with single-family detached homes. Attached homes were proposed for the smaller parcels. There are no ITE trip rates for single-family attached homes; trip rates for single-family detached homes rates were substituted. Based on a 20-percent reduction for public roads and easements and 4.7 units per acre for detached homes and 6.8 units per acre for attached homes, up to 40 detached homes and 26 attached homes could be constructed on the site.

To estimate the number of trips that will be generated by the proposed annexation, trip rates from *TRIP GENERATION*, Seventh Edition, published by the Institute of Transportation Engineers (ITE), were used. The trip rates used were for land-use code 210, *Single-Family Detached Housing*. The trip generation rates are based on the number of dwelling units.

The trip generation calculations indicate that there will be an estimated total of 56 trips generated by the proposed annexation during the morning peak hour. Of these, 14 will be entering and 42 will be exiting the site. During the evening peak hour, there are a total of 74 trips expected, with 47 entering and 27 exiting the site. A total of 710 weekday trips are expected, with half entering and half exiting.

Because a residential development is typically an origin or destination for trips, no reduction was taken for pass-by trips. Although there is transit service near the site, for a conservative analysis, no reduction was made for transit use.

A summary of the trip generation calculations for the annexation is shown in the following table. Detailed trip generation calculations are included in the appendix to this report.

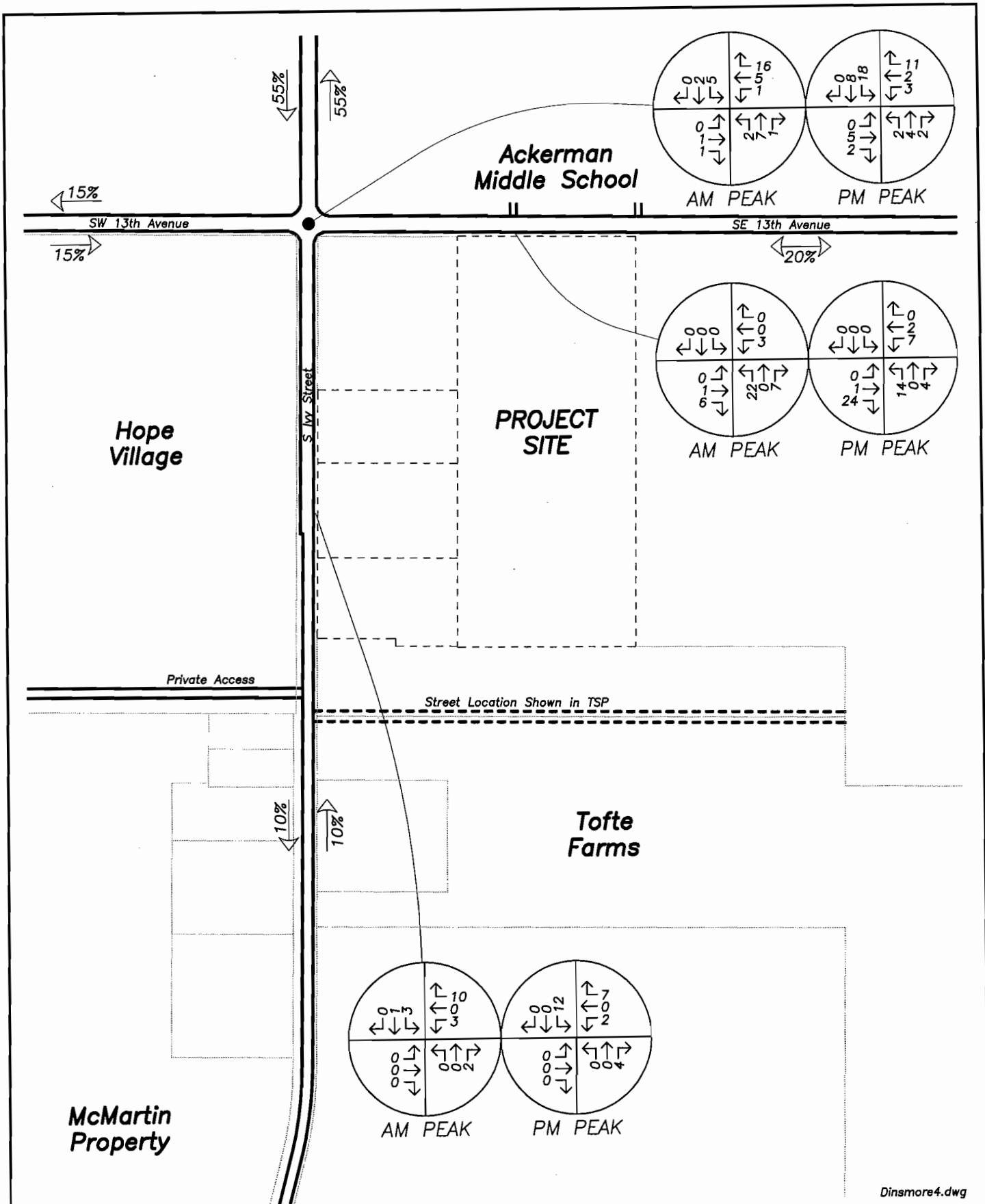
TRIP GENERATION SUMMARY											
Proposed Use			AM PEAK HOUR			PM PEAK HOUR			WEEKDAY		
LAND USE	SIZE	VAR	In	Out	Total	In	Out	Total	In	Out	Total
Single-FamilyHc	40 d.u.		8	25	33	28	16	44	215	215	430
Duplex	26 d.u.		6	17	23	19	11	30	140	140	280
TOTAL			14	42	56	47	27	74	355	355	710



TRIP DISTRIBUTION

Since the proposed annexation is residential and is located amongst other residential land uses, it is expected that the trip distribution patterns will be similar to the existing patterns. For this reason, the existing traffic volumes at the study intersection were used to determine the distributional patterns of the proposed development.

Figure 3 on page 11 shows the distribution and assignment of the site trips from the residential development during the morning and evening peak hours.



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SITE TRIP DISTRIBUTION
Inbound & Outbound Percentages
AM & PM Peak Hours

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FIGURE 3

PAGE 11



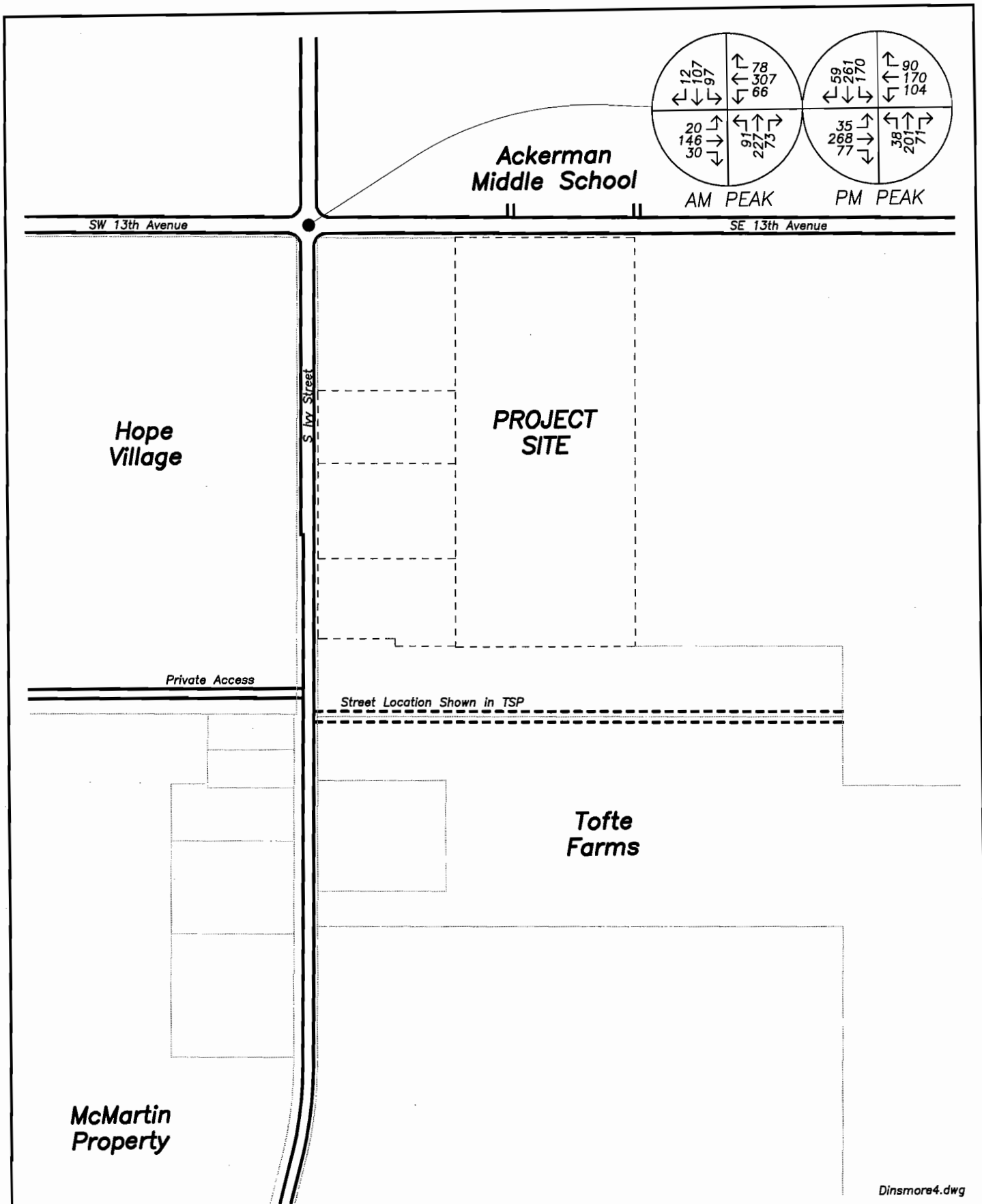
OPERATIONAL ANALYSIS

Background Traffic

The City's Transportation System Plan and Comprehensive Plan assume annexations will use the Comprehensive Plan zoning designations. If there has been no Comprehensive Plan amendment, the future projected traffic volumes include the trips associated with other annexed properties in the vicinity of the site. It is only if an annexed property has an associated amendment to the zoning designation that a property will not conform to the assumptions made in the Transportation System Plan or Comprehensive Plan.

There are no properties with an associated Comprehensive Plan amendment identified near the site that will contribute to the future traffic volumes at the study area intersection. Therefore, a growth rate was interpolated from base and future year traffic volume data shown in the City's Transportation System Plan. Growth rates of 1.6-percent per year and 2.4-percent per year were calculated for S Ivy Street and SE 13th Avenue, respectively. These growth rates were applied over a period of 15 years to estimate conditions during 2023.

The background traffic volumes comprise the existing traffic volumes with the growth rate applied. Figure 4 on page 13 shows the background traffic volumes during the morning and evening peak hours. Figure 5 on page 14 shows the background traffic with the annexation trips added.



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TRAFFIC VOLUMES
Year 2023 Background Conditions
AM & PM Peak Hours

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FIGURE
4

PAGE
13



Capacity Analysis

To determine the level of service at the study intersections, a capacity analysis was conducted. The study intersections were analyzed using the signalized and unsignalized intersection analysis method in the *2000 HIGHWAY CAPACITY MANUAL (HCM2000)*, published by the Transportation Research Board. The level of service can range from A, which indicates very little or no delay, to level F, which indicates a high degree of congestion and delay.

The analysis was made for the existing, background, and background plus site conditions during the morning and evening peak hours. The study intersection is under the jurisdiction of the City of Canby. The City has no formally adopted level of service standards. Level of service D or better at signalized intersections and level of service E or better at unsignalized intersections are typically considered acceptable.

The signalized intersection of S Ivy Street and SE 13th Avenue is currently operating at level of service C during both the morning and evening peak hours. By 2023, the intersection is forecast to operate at level of service D during the morning peak hour, although the evening peak hour level of service remains C. There is no change to the level of service with the proposed annexation.

The unsignalized intersection of SE 13th Avenue and the site access is forecast to operate at level of service D during the morning peak hour and C during the evening peak hour. The level of service describes the delay experienced by northbound traffic exiting the site.

The unsignalized intersection of S Ivy Street and the site access is forecast to operate at level of service B during both the morning and evening peak hours. The level of service refers to the delay experienced by the westbound traffic exiting the site.

The results of the capacity analysis, along with the Levels of Service (LOS) and delay are shown in the following table. Tables showing the relationships between delay and level of service are included in the appendix to this report.

**LEVEL OF SERVICE SUMMARY**

	AM Peak Hour		PM Peak Hour	
	<u>LOS</u>	<u>Delay</u>	<u>LOS</u>	<u>Delay</u>
<i>S Ivy Street & SE 13th Avenue*</i>				
Existing Conditions	C	25	C	21
Background Conditions	D	41	C	23
Background + Site Trips	D	45	C	24
<i>SE 13th Avenue & Site Access</i>				
Background + Site Trips	D	33	C	20
<i>S Ivy Street & Site Access</i>				
Background + Site Trips	B	12	B	11

* Signalized Intersection

LOS = Level of Service

Delay = Average Delay per Vehicle in Seconds



SAFETY ANALYSIS

Sight Distance

Sight distance was examined along Ivy Street at the site frontage in the original traffic study for the project. There were no sight distance issues identified in the traffic study and conditions have remained the same since the original sight distance measurements. Sight distance is adequate for future site access onto Ivy Street.

Sight distance on SE 13th Avenue is also unrestricted. Sight distance will be adequate for future site access onto SE 13th Avenue.

Queuing Analysis

An analysis of the queuing at the study intersection was conducted for the year 2023 annexation conditions. The queue length for the signalized intersection was calculated from the *Highway Capacity Manual* method. The 95th percentile of the distribution is used to estimate queue length for the traffic movements. This means that 95 percent of the time, the queue length will be less than or equal to what is calculated.

Based on the queue calculations, the 95th-percentile westbound queue from the intersection of S Ivy Street and SE 13th Avenue is expected to extend 325 feet from the intersection. This is the approximate location of the western boundary of the site. Provided the future site access is not located at the western boundary, the queues will not interfere with operation of the site access.

**QUEUING ANALYSIS**

	PM Peak Hour	
	Queue	<u>Storage</u>
<i>S Ivy Street & SE 13th Avenue</i>		
Westbound through/right-turn lane	325	
Westbound left-turn lane	50	100

Turn Lane Warrants

The left-turn lane warrants were evaluated for a southbound left-turn lane on S Ivy Street and a westbound left-turn lane on SE 13th Avenue. The left-turn lane warrants used were the Harmelink method from *Transportation Research Record 211*, published by the Transportation Research Board (TRB). This methodology determines the need for a left-turn lane based upon a plot of the Opposing Volume versus the Advancing Volume in relation with the percent left-turns and travel speeds.

The left-turn lane warrants were not met for a southbound left-turn lane on S Ivy Street or a westbound left-turn lane on SE 13th Avenue. However, it should be noted that site access onto S Ivy Street may need to serve adjacent parcels. This would increase the number of left-turning vehicles at the site access. Since it is unknown how many left-turning vehicles would use a future site access, the need for a left-turn lane cannot be determined at this time.

Site Access/Future Conditions

The City's access spacing standard for an Arterial is 300 feet. Clackamas County's standards are 400 feet.

There are significant issues associated with access to the site as well as overall access in the area. The City's Transportation System Plan shows a future Neighborhood Connector to S Ivy Street just south of the site. However, an access at this location would be offset from the existing access to Hope Village. Offset intersections are undesirable as they generate conflicts for vehicles which must cross paths within the intersection. Aligned intersections are preferable.

In addition, there are several underdeveloped parcels that front on S Ivy Street in the vicinity of the site. There have already been attempts to annex some of these nearby parcels



into the City Limits. Eventually, most, if not all, of the parcels near the site will become part of the City and will be developed. As these properties are annexed and developed, they will need access to the existing street system. Many of these other lots have short frontages, so direct access to S Ivy Street would not meet the County's spacing requirements. A street system needs to be developed in this area that will provide access not only for the subject parcel, but the adjacent parcels when they come in for annexation and development. For these reasons, it is recommended that the subject property provide future road connections to the tax lots adjacent to the site.

There are also sight distance issues along sections of S Ivy Street. Future annexations in the area may not be able to take direct access to S Ivy Street if sight distance is not available. In the absence of adequate sight distance, access will need to be provided by an alternative street system, likely through adjacent lots.

With these factors—access spacing and sight distance—limiting potential access on S Ivy Street, a future street system needs to be planned in advance that would serve all of the parcels in the area. Developing access for individual parcels as they are annexed may create issues for future projects. Therefore, it is also recommended that a Master Plan be developed that develops a future street system for the area.

The site frontage on SE 13th Avenue is approximately 430 feet. It should be noted that the existing access points on the north side of SE 13th Avenue do not meet the City's access spacing requirements. However, it is possible to locate a site access onto SE 13th Avenue that is greater than 300 feet from S Lupine Street and be aligned with the exit driveway for the school.

Transportation Planning Rule

There are no zone changes or Comprehensive Plan changes associated with the proposed annexation. When the site is annexed, it will follow the designation in the Comprehensive Plan.

Because the annexation complies with the City's Comprehensive Plan assumptions and designations, the Transportation Planning Rule (OAR 660-012) does not apply. Instead, the proposed annexation conforms to OAR 660-014-0060, which states that a "city annexation made in compliance with a comprehensive plan acknowledged pursuant to ORS 197.251(1) or 197.625 shall be considered by the commission to have been made in accordance with the goals unless the acknowledged comprehensive plan and implementing ordinances do not control the annexation."



Conclusions

There were no operational issues identified with the proposed annexation. However, there were some concerns regarding the future street system and access.

While site access to S Ivy Street could be developed for the subject parcel, there are several other parcels in the area that will eventually be annexed into the City Limits and developed. These parcels will also require access to the street system. There are access limitations on S Ivy Street. Many of the parcels have short frontages and providing individual access to each parcel would not meet the County's spacing standards. In addition, there are sections along S Ivy Street with limited sight distance. It is likely that access to the subject property will need to serve adjacent parcels.

Because the site access will likely need to serve more than the subject site, both the overall street system and the site's internal street system should be designed for future needs. Allowing access to individual parcels as they annex and develop may create issues for future development. In addition, the need for a left-turn lane on S Ivy Street is dependent upon the number of left-turning vehicles, which will not be known until it can be determined how many parcels will need to be served by site access. For these reasons, it is recommended that a Master Plan that provides a planned street system be prepared for the area.



D R A F T

APPENDIX



LEVEL OF SERVICE

Level of service is used to describe the quality of traffic flow. Levels of service A to C are considered good, and rural roads are usually designed for level of service C. Urban streets and signalized intersections are typically designed for level of service D. Level of service E is considered to be the limit of acceptable delay. For unsignalized intersections, level of service E is generally considered acceptable. Here is a more complete description of levels of service:

Level of service A: Very low delay at intersections, with all traffic signal cycles clearing and no vehicles waiting through more than one signal cycle. On highways, low volume and high speeds, with speeds not restricted by other vehicles.

Level of service B: Operating speeds beginning to be affected by other traffic; short traffic delays at intersections. Higher average intersection delay than for level of service A resulting from more vehicles stopping.

Level of service C: Operating speeds and maneuverability closely controlled by other traffic; higher delays at intersections than for level of service B due to a significant number of vehicles stopping. Not all signal cycles clear the waiting vehicles. This is the recommended design standard for rural highways.

Level of service D: Tolerable operating speeds; long traffic delays occur at intersections. The influence of congestion is noticeable. At traffic signals many vehicles stop, and the proportion of vehicles not stopping declines. The number of signal cycle failures, for which vehicles must wait through more than one signal cycle, are noticeable. This is typically the design level for urban signalized intersections.

Level of service E: Restricted speeds, very long traffic delays at traffic signals, and traffic volumes near capacity. Flow is unstable so that any interruption, no matter how minor, will cause queues to form and service to deteriorate to level of service F. Traffic signal cycle failures are frequent occurrences. For unsignalized intersections, level of service E or better is generally considered acceptable.

Level of service F: Extreme delays, resulting in long queues which may interfere with other traffic movements. There may be stoppages of long duration, and speeds may drop to zero. There may be frequent signal cycle failures. Level of service F will typically result when vehicle arrival rates are greater than capacity. It is considered unacceptable by most drivers.



*LEVEL OF SERVICE CRITERIA
FOR SIGNALIZED INTERSECTIONS*

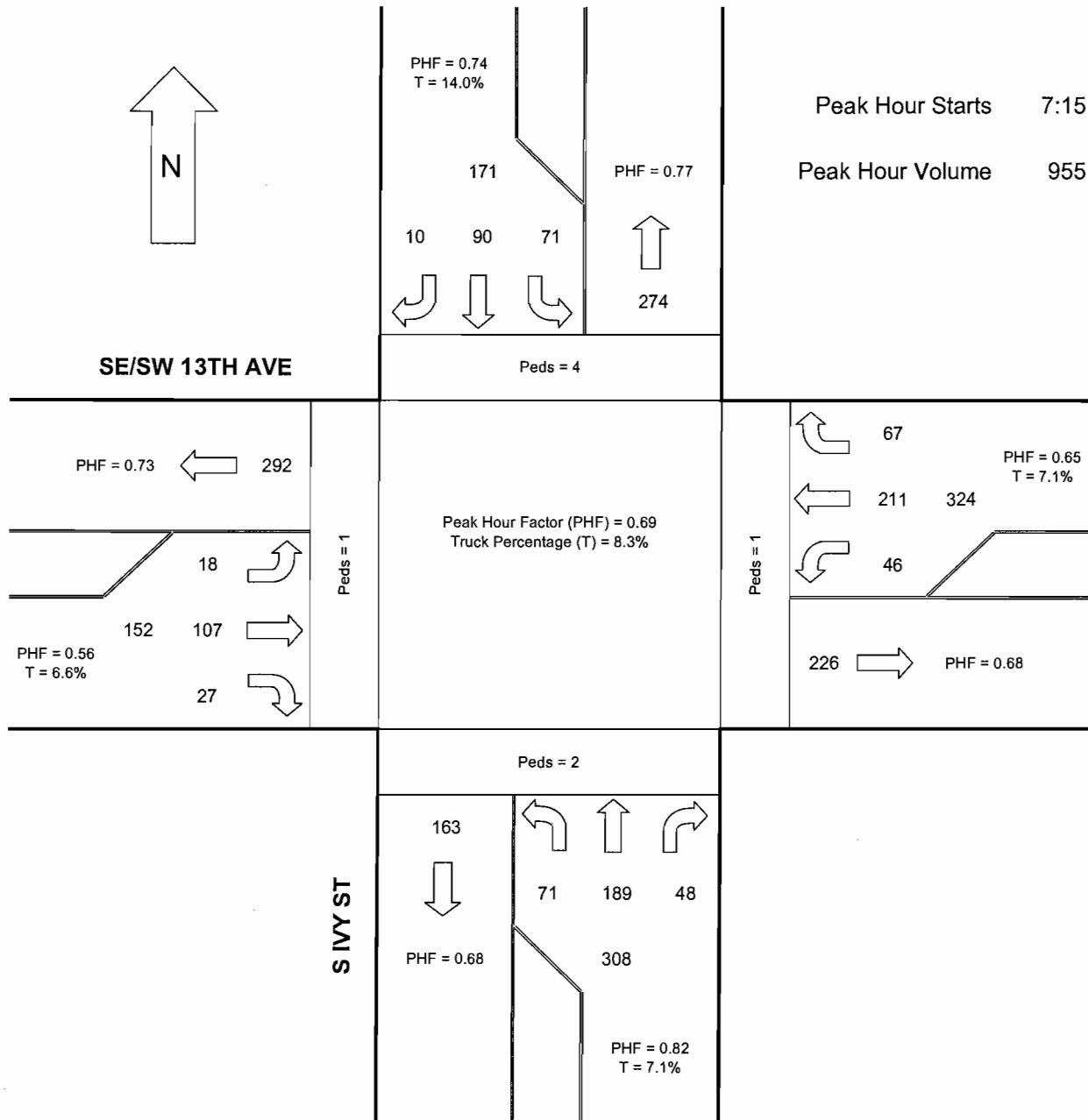
LEVEL OF SERVICE	CONTROL DELAY PER VEHICLE (Seconds)
A	< 10
B	10-20
C	20-35
D	35-55
E	55-80
F	> 80

*LEVEL OF SERVICE CRITERIA
FOR UNSIGNALIZED INTERSECTIONS*

LEVEL OF SERVICE	CONTROL DELAY PER VEHICLE (Seconds)
A	< 10
B	10-15
C	15-25
D	25-35
E	35-50
F	> 50

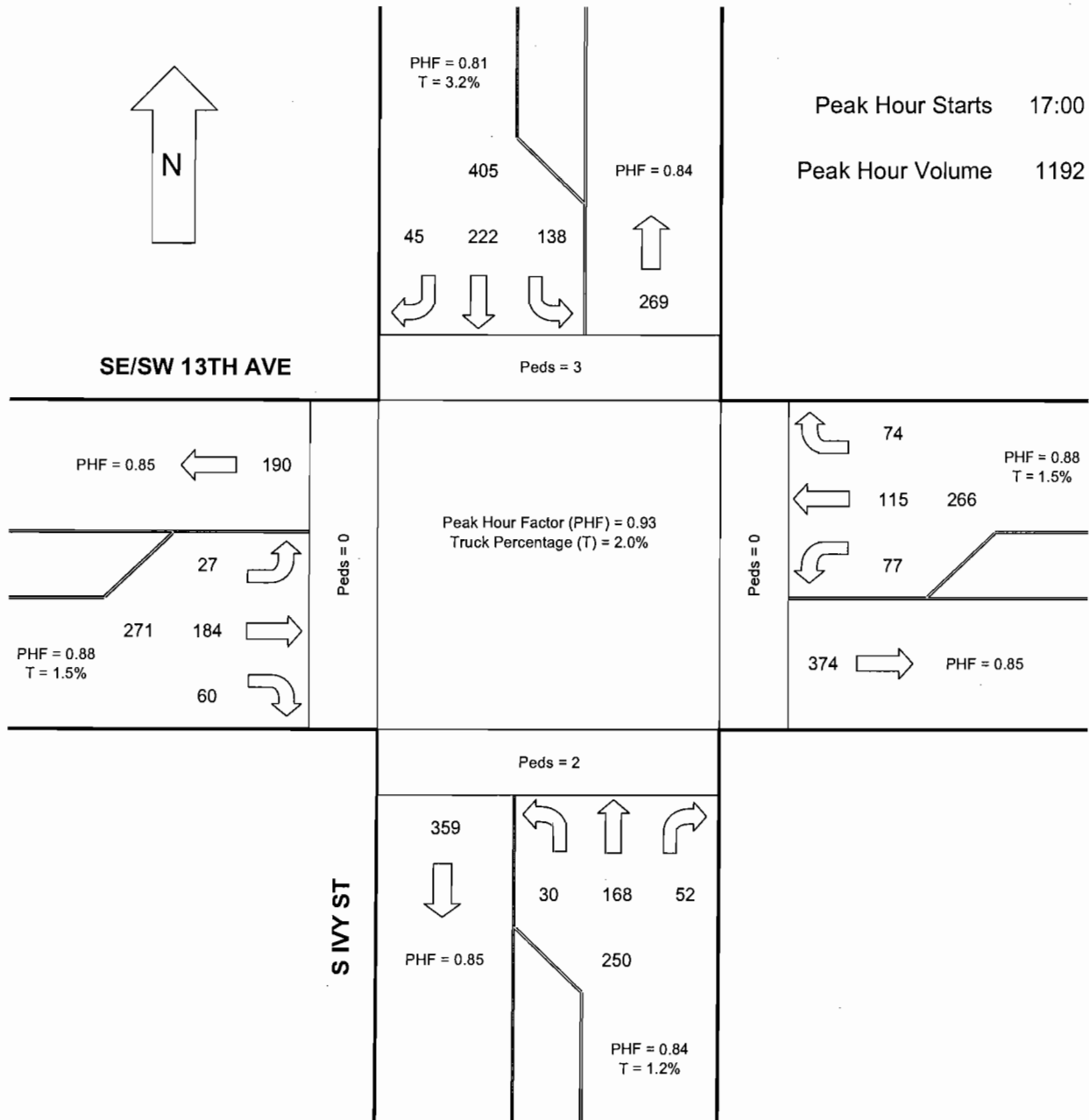
Intersection Turning Movement Peak Hour Diagram

Location SE/SW 13TH AVE AT S IVY ST
Date 6/5/2008
Day of Week Thursday
Time Begin 7:00
Reviewed By: ER



Intersection Turning Movement Peak Hour Diagram

Location SE/SW 13TH AVE AT S IVY ST
 Date 6/5/2008
 Day of Week Thursday
 Time Begin 16:00
 Reviewed By: ER





TRIP GENERATION CALCULATIONS

Land Use: Single-Family Detached Housing
Land Use Code: 210
Variable: Dwelling Units
Variable Value: 66

AM PEAK HOUR

Trip Equation: $T = 0.70(X) + 9.43$

	Enter	Exit	Total
Directional Distribution	25%	75%	
Trip Ends	14	42	56

PM PEAK HOUR

Trip Equation: $\ln(T) = 0.90 \ln(X) + 0.53$

	Enter	Exit	Total
Directional Distribution	63%	37%	
Trip Ends	47	27	74

WEEKDAY

Trip Equation: $\ln(T) = 0.92 \ln(X) + 2.71$

	Enter	Exit	Total
Directional Distribution	50%	50%	
Trip Ends	355	355	710

SATURDAY

Trip Equation: $\ln(T) = 0.94 \ln(X) + 2.63$

	Enter	Exit	Total
Directional Distribution	50%	50%	
Trip Ends	356	356	712

Source: TRIP GENERATION, Seventh Edition

HCS+™ DETAILED REPORT

General Information		Site Information	
Analyst	C Sumrain	Intersection	Ivy/13th
Agency or Co.	Lancaster	Area Type	All other areas
Date Performed	6/18/2008	Jurisdiction	Clackamas Co
Time Period	AM Peak	Analysis Year	Existing (2008)
		Project ID	Dinsmore Annexation - #08051

Volume and Timing Input												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Number of Lanes, N ₁	1	1	0	1	1	0	1	1	0	1	1	0
Lane Group	L	TR		L	TR		L	TR		L	TR	
Volume, V (vph)	18	107	27	46	211	67	71	189	48	71	90	10
% Heavy Vehicles, %HV	0	7	11	17	6	5	3	10	4	16	12	20
Peak-Hour Factor, PHF	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69
Pretimed (P) or Actuated (A)	A	A	A	A	A	A	A	A	A	A	A	A
Start-up Lost Time, I ₁	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Extension of Effective Green, e	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Arrival Type, AT	3	3		3	3		3	3		3	3	
Unit Extension, UE	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Filtering/Metering, I	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Initial Unmet Demand, Q _b	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Ped / Bike / RTOR Volumes	2	3	0	4	2	0	1	0	0	1	0	0
Lane Width	12.0	12.0		12.0	12.0		12.0	12.0		12.0	12.0	
Parking / Grade / Parking	N	0	N	N	0	N	N	0	N	N	0	N
Parking Maneuvers, N _m												
Buses Stopping, N _b	0	0		0	0		0	1		0	1	
Min. Time for Pedestrians, G _p	3.2			3.2			3.2			3.2		
Phasing	Excl. Left	WB Only		Thru & RT		04	Excl. Left	NB Only		Thru & RT		08
Timing	G = 3.0	G = 1.0		G = 17.0		G =	G = 6.0	G = 1.0		G = 15.0		G =
	Y = 3.5	Y = 0		Y = 5		Y =	Y = 3.5	Y = 0		Y = 5		Y =
Duration of Analysis, T = 0.25								Cycle Length, C = 60.0				

Lane Group Capacity, Control Delay, and LOS Determination												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Adjusted Flow Rate, v	26	194		67	403		103	344		103	144	
Lane Group Capacity, c	90	482		193	516		307	450		156	413	
v/c Ratio, X	0.29	0.40		0.35	0.78		0.34	0.76		0.66	0.35	
Total Green Ratio, g/C	0.05	0.28		0.13	0.30		0.17	0.27		0.10	0.25	
Uniform Delay, d ₁	27.5	17.4		24.0	19.2		21.7	20.3		26.0	18.5	
Progression Factor, PF	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Delay Calibration, k	0.11	0.11		0.11	0.33		0.11	0.32		0.23	0.11	
Incremental Delay, d ₂	1.8	0.6		1.1	7.6		0.6	7.7		9.9	0.5	
Initial Queue Delay, d ₃	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay	29.2	17.9		25.1	26.8		22.3	27.9		35.9	19.0	
Lane Group LOS	C	B		C	C		C	C		D	B	
Approach Delay	19.3			26.6			26.6			26.1		
Approach LOS	B			C			C			C		
Intersection Delay	25.3			X _c = 0.72			Intersection LOS			C		

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	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Number of Lanes, N _i	1	1	0	1	1	0	1	1	0	1	1	0
Lane Group	L	TR		L	TR		L	TR		L	TR	
Volume, V (vph)	27	184	60	77	115	74	30	168	52	138	222	45
% Heavy Vehicles, %HV	4	1	3	1	1	3	3	1	0	1	5	2
Peak-Hour Factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Pretimed (P) or Actuated (A)	A	A	A	A	A	A	A	A	A	A	A	A
Start-up Lost Time, I _i	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Extension of Effective Green, e	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Arrival Type, AT	3	3		3	3		3	3		3	3	
Unit Extension, UE	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Filtering/Metering, I	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Initial Unmet Demand, Q _b	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Ped / Bike / RTOR Volumes	2	0	0	3	0	0	0	1	0	0	0	0
Lane Width	12.0	12.0		12.0	12.0		12.0	12.0		12.0	12.0	
Parking / Grade / Parking	N	0	N	N	0	N	N	0	N	N	0	N
Parking Maneuvers, N _m												
Buses Stopping, N _b	0	0		0	0		0	1		0	1	
Min. Time for Pedestrians, G _p	3.2			3.2			3.2			3.2		
Phasing	Excl. Left	WB Only	Thru & RT	04		Excl. Left	SB Only		Thru & RT	08		
Timing	G = 3.0	G = 1.0	G = 17.0	G =		G = 5.0	G = 2.0		G = 15.0	G =		
	Y = 3.5	Y = 0	Y = 5	Y =		Y = 3.5	Y = 0		Y = 5	Y =		
Duration of Analysis, T = 0.25							Cycle Length, C = 60.0					

Lane Group Capacity, Control Delay, and LOS Determination												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Adjusted Flow Rate, v	29	263		83	204		32	237		148	287	
Lane Group Capacity, c	87	510		223	526		146	451		313	500	
v/c Ratio, X	0.33	0.52		0.37	0.39		0.22	0.53		0.47	0.57	
Total Green Ratio, g/C	0.05	0.28		0.13	0.30		0.08	0.25		0.17	0.28	
Uniform Delay, d ₁	27.5	18.0		24.1	16.6		25.7	19.4		22.3	18.4	
Progression Factor, PF	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Delay Calibration, k	0.11	0.12		0.11	0.11		0.11	0.13		0.11	0.17	
Incremental Delay, d ₂	2.3	0.9		1.0	0.5		0.8	1.1		1.1	1.6	
Initial Queue Delay, d ₃	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay	29.8	19.0		25.1	17.1		26.4	20.6		23.4	20.0	
Lane Group LOS	C	B		C	B		C	C		C	C	
Approach Delay	20.0			19.4			21.3			21.2		
Approach LOS	C			B			C			C		
Intersection Delay	20.5			X _c = 0.49			Intersection LOS			C		

HCS+™ DETAILED REPORT

General Information		Site Information	
Analyst	C Sumrain	Intersection	Ivy/13th
Agency or Co.	Lancaster	Area Type	All other areas
Date Performed	6/18/2008	Jurisdiction	Clackamas Co
Time Period	AM Peak	Analysis Year	Background (2023)
		Project ID	Dinsmore Annexation - #08051

Volume and Timing Input												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Number of Lanes, N _i	1	1	0	1	1	0	1	1	0	1	1	0
Lane Group	L	TR		L	TR		L	TR		L	TR	
Volume, V (vph)	20	146	30	66	307	78	91	227	73	97	107	12
% Heavy Vehicles, %HV	0	7	11	17	6	5	3	10	4	16	12	20
Peak-Hour Factor, PHF	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69
Pretimed (P) or Actuated (A)	A	A	A	A	A	A	A	A	A	A	A	A
Start-up Lost Time, I _i	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Extension of Effective Green, e	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Arrival Type, AT	3	3		3	3		3	3		3	3	
Unit Extension, UE	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Filtering/Metering, I	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Initial Unmet Demand, Q _b	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Ped / Bike / RTOR Volumes	2	3	0	4	2	0	1	0	0	1	0	0
Lane Width	12.0	12.0		12.0	12.0		12.0	12.0		12.0	12.0	
Parking / Grade / Parking	N	0	N	N	0	N	N	0	N	N	0	N
Parking Maneuvers, N _m												
Buses Stopping, N _b	0	0		0	0		0	1		0	1	
Min. Time for Pedestrians, G _p	3.2			3.2			3.2			3.2		
Phasing	Excl. Left	WB Only	Thru & RT	04		Excl. Left	NB Only		Thru & RT	08		
Timing	G = 4.0	G = 4.0	G = 30.0	G =		G = 9.0	G = 8.0		G = 18.0	G =		
	Y = 3.5	Y = 0	Y = 5	Y =		Y = 3.5	Y = 0		Y = 5	Y =		
Duration of Analysis, T = 0.25							Cycle Length, C = 90.0					

Lane Group Capacity, Control Delay, and LOS Determination												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Adjusted Flow Rate, v	29	255		96	558		132	435		141	172	
Lane Group Capacity, c	80	571		197	654		399	485		156	331	
v/c Ratio, X	0.36	0.45		0.49	0.85		0.33	0.90		0.90	0.52	
Total Green Ratio, g/C	0.04	0.33		0.13	0.38		0.23	0.29		0.10	0.20	
Uniform Delay, d ₁	41.8	23.5		36.5	25.7		29.0	30.7		40.1	32.1	
Progression Factor, PF	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Delay Calibration, k	0.11	0.11		0.11	0.39		0.11	0.42		0.42	0.13	
Incremental Delay, d ₂	2.8	0.6		1.9	10.6		0.5	19.2		45.1	1.5	
Initial Queue Delay, d ₃	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay	44.5	24.1		38.4	36.3		29.5	49.9		85.2	33.6	
Lane Group LOS	D	C		D	D		C	D		F	C	
Approach Delay	26.1			36.6			45.1			56.8		
Approach LOS	C			D			D			E		
Intersection Delay	41.1			X _c = 0.85			Intersection LOS			D		

HCS+™ DETAILED REPORT

General Information		Site Information	
Analyst	C Sumrain	Intersection	Ivy/13th
Agency or Co.	Lancaster	Area Type	All other areas
Date Performed	6/18/2008	Jurisdiction	Clackamas Co
Time Period	PM Peak	Analysis Year	Background (2023)
		Project ID	Dinsmore Annexation - #08051

Volume and Timing Input												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Number of Lanes, N _i	1	1	0	1	1	0	1	1	0	1	1	0
Lane Group	L	TR		L	TR		L	TR		L	TR	
Volume, V (vph)	35	268	77	104	170	90	38	201	71	170	261	59
% Heavy Vehicles, %HV	4	1	3	1	1	3	3	1	0	1	5	2
Peak-Hour Factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Pretimed (P) or Actuated (A)	A	A	A	A	A	A	A	A	A	A	A	A
Start-up Lost Time, l _i	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Extension of Effective Green, e	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Arrival Type, AT	3	3		3	3		3	3		3	3	
Unit Extension, UE	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Filtering/Metering, I	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Initial Unmet Demand, Q _b	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Ped / Bike / RTOR Volumes	2	0	0	3	0	0	0	1	0	0	0	0
Lane Width	12.0	12.0		12.0	12.0		12.0	12.0		12.0	12.0	
Parking / Grade / Parking	N	0	N	N	0	N	N	0	N	N	0	N
Parking Maneuvers, N _m												
Buses Stopping, N _b	0	0		0	0		0	1		0	1	
Min. Time for Pedestrians, G _p	3.2			3.2			3.2			3.2		
Phasing	Excl. Left	WB Only	Thru & RT	04		Excl. Left	SB Only		Thru & RT		08	
Timing	G = 3.0	G = 1.0	G = 17.0	G =		G = 5.0	G = 2.0		G = 15.0		G =	
	Y = 3.5	Y = 0	Y = 5	Y =		Y = 3.5	Y = 0		Y = 5		Y =	
Duration of Analysis, T = 0.25								Cycle Length, C = 60.0				

Lane Group Capacity, Control Delay, and LOS Determination												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Adjusted Flow Rate, v	38	371		112	280		41	292		183	344	
Lane Group Capacity, c	87	513		223	530		146	449		313	499	
v/c Ratio, X	0.44	0.72		0.50	0.53		0.28	0.65		0.58	0.69	
Total Green Ratio, g/C	0.05	0.28		0.13	0.30		0.08	0.25		0.17	0.28	
Uniform Delay, d ₁	27.7	19.4		24.5	17.5		25.8	20.2		22.7	19.1	
Progression Factor, PF	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Delay Calibration, k	0.11	0.28		0.11	0.13		0.11	0.23		0.18	0.26	
Incremental Delay, d ₂	3.5	5.0		1.8	1.0		1.1	3.3		2.8	4.0	
Initial Queue Delay, d ₃	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay	31.2	24.4		26.3	18.5		26.9	23.5		25.6	23.2	
Lane Group LOS	C	C		C	B		C	C		C	C	
Approach Delay	25.0			20.7			23.9			24.0		
Approach LOS	C			C			C			C		
Intersection Delay	23.4			X _c = 0.64			Intersection LOS			C		

HCS+™ DETAILED REPORT

General Information		Site Information	
Analyst	C Sumrain	Intersection	Ivy/13th
Agency or Co.	Lancaster	Area Type	All other areas
Date Performed	6/18/2008	Jurisdiction	Clackamas Co
Time Period	AM Peak	Analysis Year	Background + Site (2023)
		Project ID	Dinsmore Annexation - #08051

Volume and Timing Input												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Number of Lanes, N _i	1	1	0	1	1	0	1	1	0	1	1	0
Lane Group	L	TR		L	TR		L	TR		L	TR	
Volume, V (vph)	20	147	31	67	312	94	93	234	74	102	109	12
% Heavy Vehicles, %HV	0	7	11	17	6	5	3	10	4	16	12	20
Peak-Hour Factor, PHF	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69	0.69
Pretimed (P) or Actuated (A)	A	A	A	A	A	A	A	A	A	A	A	A
Start-up Lost Time, l _i	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Extension of Effective Green, e	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Arrival Type, AT	3	3		3	3		3	3		3	3	
Unit Extension, UE	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Filtering/Metering, I	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Initial Unmet Demand, Q _b	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Ped / Bike / RTOR Volumes	2	3	0	4	2	0	1	0	0	1	0	0
Lane Width	12.0	12.0		12.0	12.0		12.0	12.0		12.0	12.0	
Parking / Grade / Parking	N	0	N	N	0	N	N	0	N	N	0	N
Parking Maneuvers, N _m												
Buses Stopping, N _b	0	0		0	0		0	1		0	1	
Min. Time for Pedestrians, G _p	3.2			3.2			3.2			3.2		
Phasing	Excl. Left	WB Only	Thru & RT	04		Excl. Left	NB Only		Thru & RT	08		
Timing	G = 4.0	G = 4.0	G = 30.0	G =		G = 9.0	G = 8.0		G = 18.0	G =		
	Y = 3.5	Y = 0	Y = 5	Y =		Y = 3.5	Y = 0		Y = 5	Y =		
Duration of Analysis, T = 0.25							Cycle Length, C = 90.0					

Lane Group Capacity, Control Delay, and LOS Determination												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Adjusted Flow Rate, v	29	258		97	588		135	446		148	175	
Lane Group Capacity, c	80	570		197	651		399	485		156	331	
v/c Ratio, X	0.36	0.45		0.49	0.90		0.34	0.92		0.95	0.53	
Total Green Ratio, g/C	0.04	0.33		0.13	0.38		0.23	0.29		0.10	0.20	
Uniform Delay, d ₁	41.8	23.6		36.5	26.4		29.1	31.0		40.3	32.2	
Progression Factor, PF	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Delay Calibration, k	0.11	0.11		0.11	0.42		0.11	0.44		0.46	0.13	
Incremental Delay, d ₂	2.8	0.6		1.9	16.0		0.5	22.8		56.8	1.6	
Initial Queue Delay, d ₃	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay	44.5	24.1		38.5	42.5		29.6	53.8		97.0	33.8	
Lane Group LOS	D	C		D	D		C	D		F	C	
Approach Delay	26.2			41.9			48.1			62.8		
Approach LOS	C			D			D			E		
Intersection Delay	45.0			X _c = 0.89			Intersection LOS			D		

BACK-OF-QUEUE WORKSHEET

General Information

Project Description *Dinsmore Annexation - #08051*

Average Back of Queue

	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Lane Group	<i>L</i>	<i>TR</i>		<i>L</i>	<i>TR</i>		<i>L</i>	<i>TR</i>		<i>L</i>	<i>TR</i>	
Initial Queue/Lane	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Flow Rate/Lane Group	38	379		115	294		43	298		202	352	
Satflow/Lane	1736	1808		1787	1760		1752	1795		1787	1763	
Capacity/Lane Group	87	512		223	528		146	449		313	500	
Flow Ratio	0.0	0.2		0.1	0.2		0.0	0.2		0.1	0.2	
v/c Ratio	0.44	0.74		0.52	0.56		0.29	0.66		0.65	0.70	
I Factor	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Arrival Type	3	3		3	3		3	3		3	3	
Platoon Ratio	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
PF Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Q1	0.6	5.7		1.8	4.1		0.7	4.5		3.1	5.3	
kb	0.1	0.4		0.2	0.4		0.2	0.3		0.3	0.4	
Q2	0.1	1.0		0.2	0.5		0.1	0.6		0.5	0.8	
Q Average	0.7	6.7		2.0	4.6		0.7	5.1		3.6	6.1	

Percentile Back of Queue (95th percentile)

fb%	2.1	1.9		2.0	2.0		2.1	2.0		2.0	1.9	
Back of Queue	1.5	12.8		4.1	9.0		1.5	10.0		7.2	11.7	

Queue Storage Ratio

Queue Spacing	25.0	25.0		25.0	25.0		25.0	25.0		25.0	25.0	
Queue Storage	100	0		100	0		115	0		120	0	
Average Queue Storage Ratio	0.2			0.5			0.2			0.8		
95% Queue Storage Ratio	0.4			1.0			0.3			1.5		

HCS+™ DETAILED REPORT

General Information		Site Information	
Analyst	C Sumrain	Intersection	Ivy/13th
Agency or Co.	Lancaster	Area Type	All other areas
Date Performed	6/18/2008	Jurisdiction	Clackamas Co
Time Period	PM Peak	Analysis Year	Background + Site (2023)
		Project ID	Dinsmore Annexation - #08051

Volume and Timing Input												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Number of Lanes, N _i	1	1	0	1	1	0	1	1	0	1	1	0
Lane Group	L	TR		L	TR		L	TR		L	TR	
Volume, V (vph)	35	273	79	107	172	101	40	205	73	188	269	59
% Heavy Vehicles, %HV	4	1	3	1	1	3	3	1	0	1	5	2
Peak-Hour Factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Pretimed (P) or Actuated (A)	A	A	A	A	A	A	A	A	A	A	A	A
Start-up Lost Time, l _i	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Extension of Effective Green, e	2.0	2.0		2.0	2.0		2.0	2.0		2.0	2.0	
Arrival Type, AT	3	3		3	3		3	3		3	3	
Unit Extension, UE	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Filtering/Metering, I	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Initial Unmet Demand, Q _b	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Ped / Bike / RTOR Volumes	2	0	0	3	0	0	0	1	0	0	0	0
Lane Width	12.0	12.0		12.0	12.0		12.0	12.0		12.0	12.0	
Parking / Grade / Parking	N	0	N	N	0	N	N	0	N	N	0	N
Parking Maneuvers, N _m												
Buses Stopping, N _b	0	0		0	0		0	1		0	1	
Min. Time for Pedestrians, G _p	3.2			3.2			3.2			3.2		
Phasing	Excl. Left	WB Only	Thru & RT	04		Excl. Left	SB Only		Thru & RT	08		
Timing	G = 3.0	G = 1.0	G = 17.0	G =		G = 5.0	G = 2.0		G = 15.0	G =		
	Y = 3.5	Y = 0	Y = 5	Y =		Y = 3.5	Y = 0		Y = 5	Y =		
Duration of Analysis, T = 0.25								Cycle Length, C = 60.0				

Lane Group Capacity, Control Delay, and LOS Determination												
	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Adjusted Flow Rate, v	38	379		115	294		43	298		202	352	
Lane Group Capacity, c	87	512		223	528		146	449		313	500	
v/c Ratio, X	0.44	0.74		0.52	0.56		0.29	0.66		0.65	0.70	
Total Green Ratio, g/C	0.05	0.28		0.13	0.30		0.08	0.25		0.17	0.28	
Uniform Delay, d ₁	27.7	19.5		24.6	17.6		25.8	20.2		23.0	19.2	
Progression Factor, PF	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Delay Calibration, k	0.11	0.30		0.12	0.15		0.11	0.24		0.22	0.27	
Incremental Delay, d ₂	3.5	5.7		2.1	1.3		1.1	3.7		4.5	4.5	
Initial Queue Delay, d ₃	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Control Delay	31.2	25.2		26.6	19.0		27.0	23.9		27.6	23.7	
Lane Group LOS	C	C		C	B		C	C		C	C	
Approach Delay	25.7			21.1			24.3			25.1		
Approach LOS	C			C			C			C		
Intersection Delay	24.1			X _c = 0.66			Intersection LOS			C		

BACK-OF-QUEUE WORKSHEET

General Information

Project Description *Dinsmore Annexation - #08051*

Average Back of Queue

	EB			WB			NB			SB		
	LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT
Lane Group	L	TR		L	TR		L	TR		L	TR	
Initial Queue/Lane	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Flow Rate/Lane Group	29	258		97	588		135	446		148	175	
Satflow/Lane	1805	1710		1543	1723		1752	1679		1556	1653	
Capacity/Lane Group	80	570		197	651		399	485		156	331	
Flow Ratio	0.0	0.2		0.1	0.3		0.1	0.3		0.1	0.1	
v/c Ratio	0.36	0.45		0.49	0.90		0.34	0.92		0.95	0.53	
I Factor	1.000	1.000		1.000	1.000		1.000	1.000		1.000	1.000	
Arrival Type	3	3		3	3		3	3		3	3	
Platoon Ratio	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
PF Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Q1	0.7	5.1		2.3	13.9		2.8	10.8		3.7	3.9	
kB	0.2	0.5		0.3	0.5		0.4	0.4		0.2	0.4	
Q2	0.1	0.4		0.2	3.5		0.2	3.1		1.6	0.4	
Q Average	0.8	5.5		2.5	17.3		3.0	13.9		5.3	4.3	

Percentile Back of Queue (95th percentile)

fb%	2.1	1.9		2.0	1.7		2.0	1.8		1.9	2.0	
Back of Queue	1.6	10.6		5.1	30.0		6.1	24.7		10.3	8.5	

Queue Storage Ratio

Queue Spacing	25.0	25.0		25.0	25.0		25.0	25.0		25.0	25.0	
Queue Storage	100	0		100	0		115	0		120	0	
Average Queue Storage Ratio	0.2			0.6			0.7			1.1		
95% Queue Storage Ratio	0.4			1.3			1.3			2.1		

TWO-WAY STOP CONTROL SUMMARY

General Information				Site Information				
Analyst	C Sumrain			Intersection	Site/13th			
Agency/Co.	Lancaster			Jurisdiction	Canby			
Date Performed	6/18/2008			Analysis Year	Background + Site (2023)			
Analysis Time Period	AM Peak							
Project Description Dinsmore Annexation - #08051								
East/West Street: SE 13th Avenue				North/South Street: Site Access				
Intersection Orientation: East-West				Study Period (hrs): 0.25				
Vehicle Volumes and Adjustments								
Major Street	Eastbound			Westbound				
Movement	1	2	3	4	5	6		
	L	T	R	L	T	R		
Volume (veh/h)		317	6	3	247			
Peak-Hour Factor, PHF	0.70	0.70	0.70	0.70	0.70	0.70		
Hourly Flow Rate, HFR (veh/h)	0	452	8	4	352	0		
Percent Heavy Vehicles	0	--	--	0	--	--		
Median Type	Undivided							
RT Channelized			0			0		
Lanes	0	1	0	0	1	0		
Configuration			TR	LT				
Upstream Signal		1			0			
Minor Street	Northbound			Southbound				
Movement	7	8	9	10	11	12		
	L	T	R	L	T	R		
Volume (veh/h)	22		7	26		204		
Peak-Hour Factor, PHF	0.70	0.70	0.70	0.70	0.70	0.70		
Hourly Flow Rate, HFR (veh/h)	31	0	10	37	0	291		
Percent Heavy Vehicles	0	0	0	5	0	5		
Percent Grade (%)	0			0				
Flared Approach		N			N			
Storage		0			0			
RT Channelized			0			0		
Lanes	0	0	0	0	0	0		
Configuration		LR			LR			
Delay, Queue Length, and Level of Service								
Approach	Eastbound	Westbound	Northbound		Southbound			
Movement	1	4	7	8	9	10	11	12
Lane Configuration		LT		LR			LR	
v (veh/h)		4		41			328	
C (m) (veh/h)		1108		167			591	
v/c		0.00		0.25			0.55	
95% queue length		0.01		0.92			3.39	
Control Delay (s/veh)		8.3		33.4			18.4	
LOS		A		D			C	
Approach Delay (s/veh)	--	--	33.4			18.4		
Approach LOS	--	--	D			C		

TWO-WAY STOP CONTROL SUMMARY

General Information		Site Information	
Analyst	C Sumrain	Intersection	Site/13th
Agency/Co.	Lancaster	Jurisdiction	Canby
Date Performed	6/18/2008	Analysis Year	Background + Site (2023)
Analysis Time Period	PM Peak		

Project Description <i>Dinsmore Annexation - #08051</i>	
East/West Street: <i>SE 13th Avenue</i>	North/South Street: <i>Site Access</i>
Intersection Orientation: <i>East-West</i>	Study Period (hrs): <i>0.25</i>

Vehicle Volumes and Adjustments

Major Street	Eastbound			Westbound		
Movement	1	2	3	4	5	6
	L	T	R	L	T	R
Volume (veh/h)		510	24	7	304	
Peak-Hour Factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93
Hourly Flow Rate, HFR (veh/h)	0	548	25	7	326	0
Percent Heavy Vehicles	0	--	--	0	--	--
Median Type	Undivided					
RT Channelized			0			0
Lanes	0	1	0	0	1	0
Configuration			TR	LT		
Upstream Signal		1			0	

Minor Street	Northbound			Southbound		
Movement	7	8	9	10	11	12
	L	T	R	L	T	R
Volume (veh/h)	14		4	8		62
Peak-Hour Factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93
Hourly Flow Rate, HFR (veh/h)	15	0	4	8	0	66
Percent Heavy Vehicles	0	0	0	2	0	2
Percent Grade (%)	0			0		
Flared Approach		N			N	
Storage		0			0	
RT Channelized			0			0
Lanes	0	0	0	0	0	0
Configuration		LR			LR	

Delay, Queue Length, and Level of Service

Approach	Eastbound	Westbound	Northbound			Southbound		
Movement	1	4	7	8	9	10	11	12
Lane Configuration		LT		LR			LR	
v (veh/h)		7		19			74	
C (m) (veh/h)		980		255			599	
v/c		0.01		0.07			0.12	
95% queue length		0.02		0.24			0.42	
Control Delay (s/veh)		8.7		20.3			11.9	
LOS		A		C			B	
Approach Delay (s/veh)	--	--	20.3			11.9		
Approach LOS	--	--	C			B		

TWO-WAY STOP CONTROL SUMMARY

General Information		Site Information					
Analyst	C Sumrain	Intersection	Ivy/Site				
Agency/Co.	Lancaster	Jurisdiction	Clackamas Co				
Date Performed	6/18/2008	Analysis Year	Background + Site (2023)				
Analysis Time Period	AM Peak						
Project Description Dinsmore Annexation - #08051							
East/West Street: Site Access		North/South Street: S Ivy Street					
Intersection Orientation: North-South		Study Period (hrs): 0.25					
Vehicle Volumes and Adjustments							
Major Street	Northbound			Southbound			
Movement	1	2	3	4	5	6	
	L	T	R	L	T	R	
Volume (veh/h)		350	2	3	150		
Peak-Hour Factor, PHF	0.70	0.70	0.70	0.70	0.70	0.70	
Hourly Flow Rate, HFR (veh/h)	0	500	2	4	214	0	
Percent Heavy Vehicles	0	--	--	0	--	--	
Median Type	Undivided						
RT Channelized			0			0	
Lanes	0	1	0	0	1	0	
Configuration			TR	LT			
Upstream Signal		0			0		
Minor Street	Eastbound			Westbound			
Movement	7	8	9	10	11	12	
	L	T	R	L	T	R	
Volume (veh/h)				3		10	
Peak-Hour Factor, PHF	0.70	0.70	0.70	0.70	0.70	0.70	
Hourly Flow Rate, HFR (veh/h)	0	0	0	4	0	14	
Percent Heavy Vehicles	0	0	0	0	0	0	
Percent Grade (%)	0			0			
Flared Approach		N			N		
Storage		0			0		
RT Channelized			0			0	
Lanes	0	0	0	0	0	0	
Configuration					LR		
Delay, Queue Length, and Level of Service							
Approach	Northbound	Southbound	Westbound			Eastbound	
Movement	1	4	7	8	9	10	11
Lane Configuration		LT		LR			
v (veh/h)		4		18			
C (m) (veh/h)		1073		521			
v/c		0.00		0.03			
95% queue length		0.01		0.11			
Control Delay (s/veh)		8.4		12.2			
LOS		A		B			
Approach Delay (s/veh)	--	--	12.2				
Approach LOS	--	--	B				

TWO-WAY STOP CONTROL SUMMARY

General Information				Site Information				
Analyst	C Sumrain			Intersection	Ivy/Site			
Agency/Co.	Lancaster			Jurisdiction	Clackamas Co			
Date Performed	6/18/2008			Analysis Year	Background + Site (2023)			
Analysis Time Period	PM Peak							
Project Description Dinsmore Annexation - #08051								
East/West Street: Site Access				North/South Street: S Ivy Street				
Intersection Orientation: North-South				Study Period (hrs): 0.25				
Vehicle Volumes and Adjustments								
Major Street	Northbound			Southbound				
Movement	1	2	3	4	5	6		
	L	T	R	L	T	R		
Volume (veh/h)		275	4	12	400			
Peak-Hour Factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93		
Hourly Flow Rate, HFR (veh/h)	0	295	4	12	430	0		
Percent Heavy Vehicles	0	--	--	0	--	--		
Median Type	Undivided							
RT Channelized			0			0		
Lanes	0	1	0	0	1	0		
Configuration			TR	LT				
Upstream Signal		0			0			
Minor Street	Eastbound			Westbound				
Movement	7	8	9	10	11	12		
	L	T	R	L	T	R		
Volume (veh/h)				2		7		
Peak-Hour Factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93		
Hourly Flow Rate, HFR (veh/h)	0	0	0	2	0	7		
Percent Heavy Vehicles	0	0	0	0	0	0		
Percent Grade (%)	0			0				
Flared Approach		N			N			
Storage		0			0			
RT Channelized			0			0		
Lanes	0	0	0	0	0	0		
Configuration					LR			
Delay, Queue Length, and Level of Service								
Approach	Northbound	Southbound	Westbound			Eastbound		
Movement	1	4	7	8	9	10	11	12
Lane Configuration		LT		LR				
v (veh/h)		12		9				
C (m) (veh/h)		1274		613				
v/c		0.01		0.01				
95% queue length		0.03		0.04				
Control Delay (s/veh)		7.9		11.0				
LOS		A		B				
Approach Delay (s/veh)	--	--	11.0					
Approach LOS	--	--	B					

LEFT-TURN LANE WARRANTS

VOLUME WARRANTS FOR LEFT-TURN REFUGES
ON TWO-LANE STREETS
AT UNSIGNALIZED INTERSECTIONS

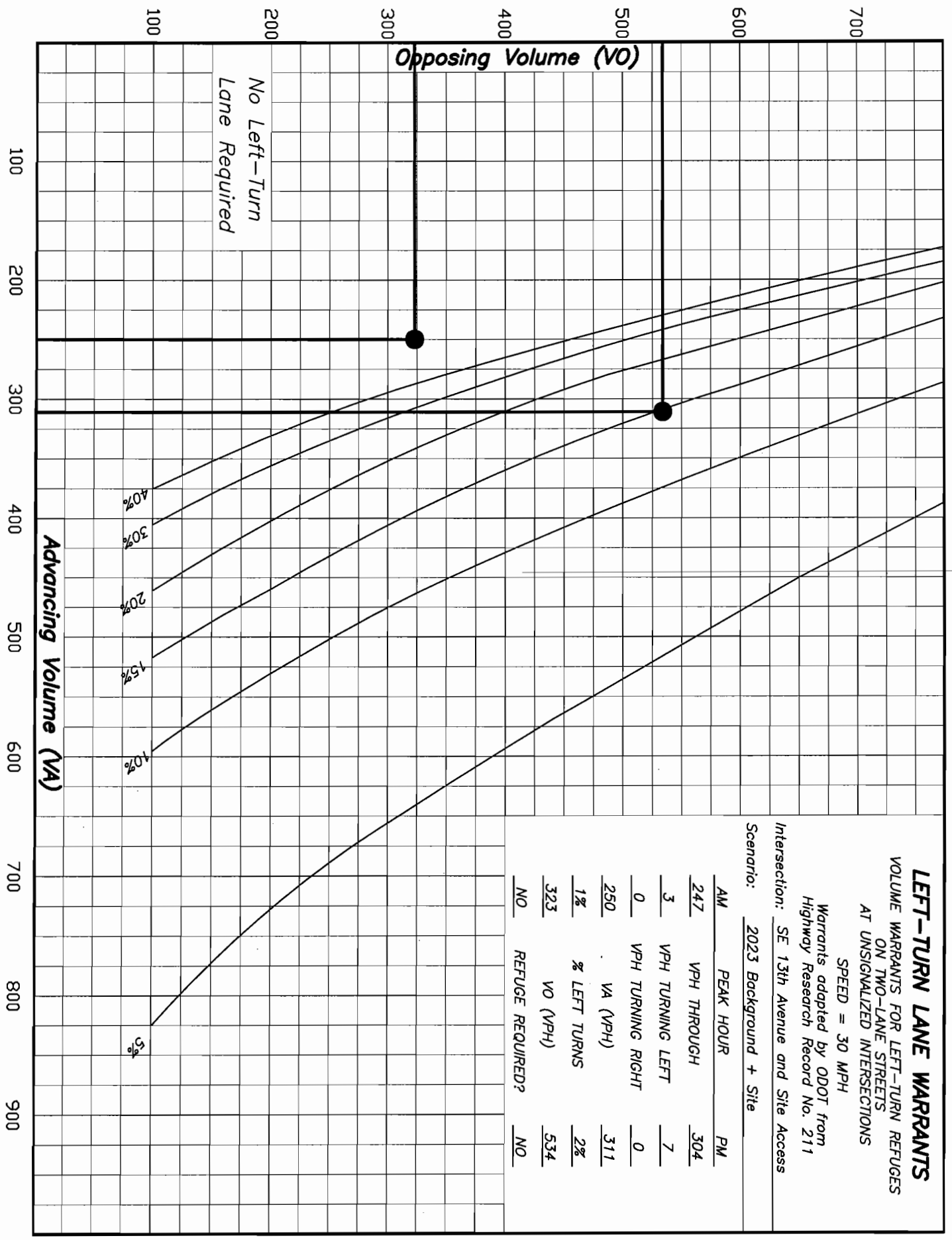
SPEED = 30 MPH

Warrants adopted by ODOT from
Highway Research Record No. 211

Intersection: SE 13th Avenue and Site Access

Scenario: 2023 Background + Site

AM	PEAK HOUR	PM
<u>247</u>	VPH THROUGH	<u>304</u>
<u>3</u>	VPH TURNING LEFT	<u>7</u>
<u>0</u>	VPH TURNING RIGHT	<u>0</u>
<u>250</u>	VA (VPH)	<u>311</u>
<u>1%</u>	% LEFT TURNS	<u>2%</u>
<u>323</u>	VO (VPH)	<u>534</u>
<u>NO</u>	REFUGE REQUIRED?	<u>NO</u>



LEFT-TURN LANE WARRANTS

VOLUME WARRANTS FOR LEFT-TURN REFUGES
ON TWO-LANE STREETS
AT UNSIGNALIZED INTERSECTIONS

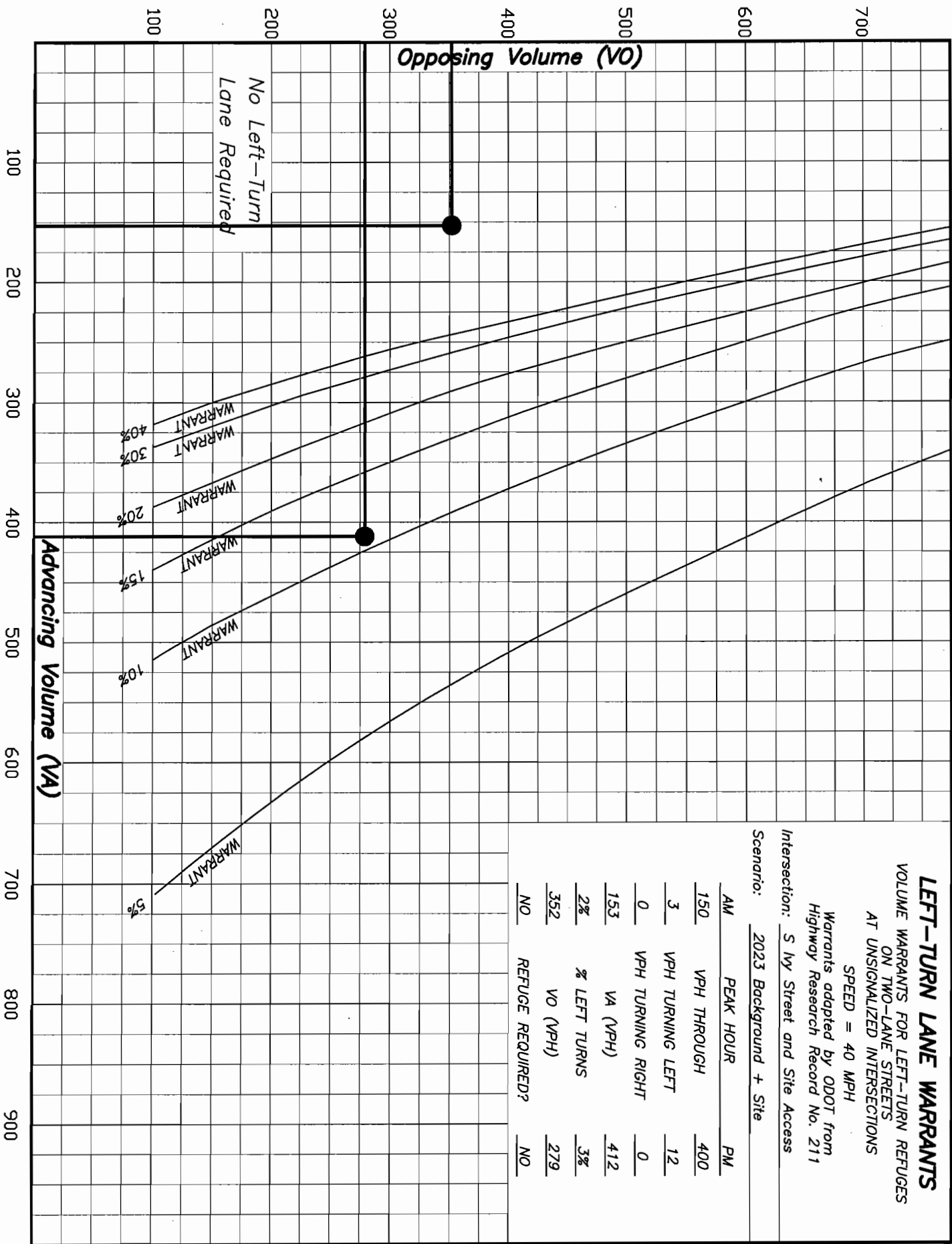
SPEED = 40 MPH

Warrants adopted by ODOT from
Highway Research Record No. 211

Intersection: S Ivy Street and Site Access

Scenario: 2023 Background + Site

AM	PEAK HOUR	PM
150	VPH THROUGH	400
3	VPH TURNING LEFT	12
0	VPH TURNING RIGHT	0
153	VA (VPH)	412
2%	% LEFT TURNS	3%
352	VO (VPH)	279
NO	REFUGE REQUIRED?	NO



ATTACHMENT 4

Additional Public Comments

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Melissa Hardy

From: woods@windermere.com
Sent: Thursday, May 22, 2008 2:33 PM
To: Melissa Hardy
Subject: annex 14.88 acres se 13th ave

Melissa,

I do not think this annexation should be allowed at this time.

The city is already planning to make 13th a truck route(bad idea) and then to add additional traffic for another 40 houses would be crazy. I live in Tofte Farms and it is almost impossible to view the traffic from Lupine and then to merge into the traffic.

I don't believe that with the schools,parks,adult center,sports being played at the schools and general traffic that it would be beneficial to the area to add even more traffic.

I think we need to take a step back and solve the problems and issues we are already addressing at this time and wait and see if another number of homes should be added.

We should look at this proposal at a later date.

Sandy Woods
358 SE 13th Pl
Canby, Or

Melissa Hardy

From: Tim Dale [timd@computer.org]
Sent: Monday, June 09, 2008 9:45 AM
To: Melissa Hardy
Subject: Comments on Annexation ANN 08-04

June 5, 2008

City of Canby Planning Department
Attn: Melissa Hardy
170 NW Second Street
Canby, OR 97013

Re: Comments on Application

Application: Annexation

Applicant: Wayne, Marlene, Thomas, Jeffrey and Shelene Scott, et al

City File #: ANN 08-04

Tofte Farms Home Owners Association acknowledges the tradition of fine housing developments by the Scott family, and the positive contribution they have made to our community. We support the proposed annexation ANN 08-04 with the following comments:

- In reviewing the *General Land Use Plan* for Dinsmore II, developed by Sisul Engineering, as provided by Matila Deas on June 04, 2008, the R1.5 zoning is west of S. Juniper street. This is acceptable to us. Any change in the plan in which R1.5 lots are in closer proximity to Tofte Farms will be viewed as detrimental to the property values and character of Tofte Farms.
- Referring to 16.84.040.4, of vital necessity is the establishment of a proper main entrance for Dinsmore II, either onto Ivy or SE 13th Avenue. The *General Land Use Plan* shows a tie-in at SE 16th and S. Juniper, and a new entrance at S. Larch and SE 13th Ave. This is acceptable to us. Any change in the plan that eliminates a new SE 13th Ave entrance, and instead routes traffic to SE 13th Ave through S. Lupine is highly objectionable to us. This intersection is already overstressed and dangerous to pedestrians, and is heavily used by school children traveling to/from Ackerman and Lee schools, the athletic fields, and Legacy park. Our HOA has been working with the City on improving the intersection's safety under current volumes. It cannot accommodate also being a main entrance for Dinsmore II without a severe impact on the livability and safety of Tofte Farms.

Respectfully submitted,

Tim Dale
President, Tofte Farms Home Owners Association
1170 SE 14th Ave
Canby, OR 97013

ORDINANCE NO. 1284

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT FOR THE PURCHASE OF ONE (1) 2008 HONDA ODYSSEY LX VAN FOR THE CANBY POLICE DEPARTMENT; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Canby Police Department wishes to purchase one (1) 2008 Honda Odyssey LX Van for use by the Canby Police Department; and

WHEREAS, the cost of the vehicle will be paid by the Canby Police Department which has budgeted said purchase for the fiscal year 2008-2009 budget; and

WHEREAS, in order to get the best competitive price, the City has to buy the van "off the lot" from a local dealer; and

WHEREAS, in accordance with ORS Chapter 279 and Canby Public Purchasing Rules as set forth in Ordinance No. 1170 and Resolution No. 897, three written quotes will be obtained from local area Honda dealers and the lowest quote will be accepted not to exceed \$25,000.00.

WHEREAS, the City Council meeting and acting as the Contract Review Board for the City of Canby has reviewed the staff report and believes it to be in the best interest of the City to authorize purchase this vehicle at this time from a local area Honda dealer "off the lot" for a not to exceed price of \$25,000.00 now therefore

THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. The City Administrator is hereby authorized and directed to solicit at least three written quotes from local area Honda dealers and execute and declare in the name of the City of Canby and on its behalf, an appropriate purchase contract with the local area Honda dealer who submits the lowest quote for the purchase of one (1) 2008 Honda Odyssey LX Van in an amount not to exceed \$25,000.00.

Section 2. In so much as it is in the best interest of the citizens of the City of Canby, Oregon to provide the Police Department with this vehicle without further delay, and to better serve the citizens of Canby, an emergency is hereby declared to exist and this ordinance shall therefore take effect immediately upon its enactment after final reading.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on July 2, 2008, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and to come before the City Council for final reading and action at a regular meeting thereof on July 16, 2008, commencing at the hour of 7:30 P.M. in the Council Meeting Chambers at Canby City Hall in Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder - Pro Tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 16th day of July, 2008, by the following vote:

YEAS _____

NAYS _____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder - Pro Tem

ORDINANCE NO. 1285

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MOWRY REBAR INC. OF CANBY OREGON TO CONSTRUCT A PICNIC SHELTER AND RELATED IMPROVEMENTS AT LEGACY PARK FOR THE CANBY PARKS DEPARTMENT; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Canby wishes to construct improvements within Legacy Park, and

WHEREAS, the cost of the construction project will be paid by the Canby Parks Department with funds budgeted and approved for this purpose in the 2008-2009 fiscal year budget; and

WHEREAS, in accordance with ORS Chapter 279 and Canby Public Purchasing Rules as set forth in Ordinance No. 1170 and Resolution No. 897, three sealed bids were obtained for the construction project:

- | | |
|--|-----------|
| 1. Mowry Rebar Inc. of Canby, Oregon | \$155,350 |
| 2. P.C.R. of Beaver Creek, OR | \$165,500 |
| 3. Custom Manufacturing and Design LLC of Ridgefield, WA | \$167,083 |

WHEREAS, Mowry Rebar Inc. of Canby, OR submitted the lowest bid of \$155,350.00 to construct the picnic shelter improvements; and

WHEREAS, the City Council meeting and acting as the Contract Review Board for the City of Canby has reviewed this bid, reviewed the staff report and believes it to be in the best interest of the City to contract with Mowry Rebar Inc., to construct said improvements in Legacy Park; therefore

THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. The Mayor and/or City Administrator are hereby authorized and directed to make, execute and declare in the name of the City of Canby and on its behalf, an appropriate contract with Mowry Rebar Inc. to construct picnic shelter improvements in Legacy Park for the Canby Parks Department for a total of \$155,350.00.

Section 2. In so much as it is in the best interest of the citizens of the City of Canby, Oregon to provide the Parks Department with the afore mentioned construction project without further delay, and to better serve the citizens of Canby, an emergency is hereby declared to exist and this ordinance shall therefore take effect immediately upon its enactment after final reading.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on July 2, 2008, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and to come before the City Council for final reading and action at a regular meeting thereof on July 16, 2008, commencing at the hour of 7:30 P.M. in the Council Meeting Chambers at 155 NW 2nd Avenue in Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder - Pro Tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 16th day of July, 2008, by the following vote:

YEAS _____

NAYS _____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder - Pro Tem



M E M O R A N D U M

TO: *Honorable Mayor Thompson and City Council*
FROM: *Melissa Hardy, Associate Planner*
THROUGH: *Mark C. Adcock, City Administrator*
DATE: *July 16, 2008*
RE: *Ordinance No. 1286 - Title 16 Text Amendment (TA 08-02)*

Summary

Attached is Ordinance No. 1286, which amends Chapter 16.40 of the Land Development and Planning Ordinance (Title 16) for the purpose of updating the City's land use code concerning floodplain management regulations.

Recommendation

Staff recommends that the City Council pass Ordinance No. 1286.

Background

Recently, FEMA completed a re-evaluation of flood hazards for all communities, and completed a new Flood Insurance Study (FIS) report, including an updated Flood Insurance Rate Map (FIRM), that became effective on June 17, 2008.

The City Council, on June 18, 2008, adopted Ordinance No. 1279, which repealed the old Canby Municipal Code (CMC) Chapter 15.12 (Flood Hazard Protection Chapter), and replaced it with a new Chapter 15.12 in order to adopt the new FIS and FIRM, and to insure that Canby's codes meet the National Flood Insurance Program Standards.

In addition to the CMC Chapter 15.12 Flood Hazard Protection codes, which are the bulk of the City's flood hazard protection regulations, the City also has some flood hazard protection language in Title 16 of the CMC. Therefore, Title 16 needs to be updated as well to reflect the new updated FIS and FIRM. A public hearing before the Planning Commission is required for a Title 16 amendment; therefore, Planning Commission held a public hearing concerning this amendment to Chapter 16.40 on May 27, 2008, and adopted findings in support of the amendment on June 09, 2008, recommending that the City Council approve the proposed Title 16 Text Amendment (TA 08-02).

Alternatives

1. The City Council may choose not to pass Ordinance No. 1286, in which case CMC Chapter 16.40 will remain unchanged. Staff does not recommend this alternative because the existing code text does not reflect the new 2008 FIS and FIRM, and therefore is not consistent with the new Chapter 15.12 code text that Council recently updated.

Attachments

1. Ordinance No. 1286 including exhibits

ORDINANCE NO. 1286

AN ORDINANCE AMENDING CANBY MUNICIPAL CODE SECTION 16.40.014 CONCERNING FLOOD HAZARD PROTECTION.

WHEREAS, the Federal Emergency Management Agency (FEMA) recently completed a re-evaluation of flood hazards and has completed a new Flood Insurance Study effective June 17, 2008; and

WHEREAS, the Land Development and Planning Ordinance (Title 16) must be updated to reflect the new Flood Insurance Study; and

WHEREAS, the Planning Commission held a public hearing concerning the text amendment on May 27, 2008, and adopted findings of approval, set forth in Exhibit "A", on June 09, 2008, and recommended that City Council approve the text amendment; and

WHEREAS, the City Council adopts the findings and conclusions set forth in Exhibit "A", and approves the text amendment based on those findings and conclusions; now therefore,

THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. The City Council hereby amends Canby Municipal Code Section 16.40.014 to read as follows:

16.40.014 Flood insurance study.

The flood insurance study, including the flood insurance rate map, dated June 17, 2008, as presently adopted, and as may be amended by the Federal Emergency Management Agency, are adopted by reference and declared to be part of this chapter. Copies of the flood insurance rate maps shall be kept on file with the official zoning map of the city.

SUBMITTED to the Canby City Council and read the first time at a regular meeting therefore on Wednesday, July 16, 2008, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and scheduled for second reading before the City Council for final reading and action at a regular meeting thereof on Wednesday, August 06, 2008, commencing at the hour of 7:30 pm at the Council Meeting Chambers located at 155 N.W. 2nd Avenue, Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder Pro-Tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 6th of August, 2008, by the following vote:

YEAS _____

NAYS _____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder Pro-Tem

EXHIBIT “A”

FINDINGS, CONCLUSION & ORDER TA 08-02

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**BEFORE THE PLANNING COMMISSION
OF THE
CITY OF CANBY**

**A REQUEST FOR AN AMENDMENT)
TO THE LAND DEVELOPMENT &)
PLANNING TITLE IN ORDER TO)
UPDATE CHAPTER 16.40 CONCERNING)
FLOOD HAZARD PROTECTION)**

**FINDINGS, CONCLUSION & ORDER
TA 08-02
(City of Canby)**

NATURE OF APPLICATION

The Planning Commission initiated a Text Amendment (TA 08-02) on April 14, 2008, in order to amend Chapter 16.40 of the Land Development & Planning Title (Title 16). The purpose of the amendment is to update the City's floodplain management regulations to ensure they meet National Flood Insurance Program standards.

HEARINGS

The Planning Commission held a public hearing to consider this application at its meeting of May 27, 2008.

CRITERIA AND STANDARDS

Section 16.88.160 – Amendments to text of title

This is a legislative land use amendment. In judging whether or not this title should be amended, the Planning Commission and City Council shall consider:

1. The Comprehensive Plan of the city, and the plans and policies of the county, state, and local districts, in order to preserve functions and local aspects of land conservation and development;
2. A public need for the change;
3. Whether the proposed change will serve the public need better than any other change which might be expected to be made;

**Findings, Conclusions & Order
TA 08-02
Page 1 of 3**

4. Whether the change will preserve and protect the health, safety and general welfare of the residents in the community;
5. Statewide planning goals.

FINDINGS AND REASONS

The Planning Commission, after holding a public hearing on May 27, 2008, and considering the April 23, 2008 staff report, deliberated and reached a decision approving the text amendment application of TA 08-02. The Commission adopted the findings and conclusions contained in the April 23, 2008 staff report, written in the Order below:

CONCLUSION

The Planning Commission of the City of Canby concludes that:

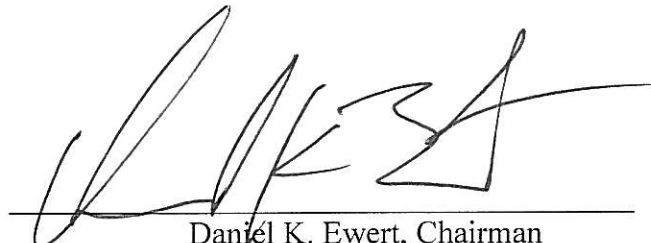
1. The amendment complies with the Comprehensive Plan of the city, and the plans and policies of the county, state, and local districts, and will preserve functions and local aspects of land conservation and development.
2. There is a public need for the change.
3. The change will serve the public need better than any other change which might be expected to be made.
4. The change will preserve and protect the health, safety, and general welfare of the residents in the community.
5. The amendment complies with the Statewide Planning Goals.

ORDER

IT IS RECOMMENDED BY THE PLANNING COMMISSION of the City of Canby that the Canby City Council approve **TA 08-02**.

I CERTIFY THAT THIS ORDER recommending approval of **TA 08-02** to the Canby City Council was presented to and **APPROVED** by the Planning Commission of the City of Canby.

DATED this 9th day of June, 2008.


Daniel K. Ewert, Chairman
Canby Planning Commission
Melissa Hardy
Associate Planner

ATTEST:

ORAL DECISION – May 27, 2008

AYES: Ewert, Milne, Slagle, Taylor

NOES: None

ABSTAIN: None

ABSENT: Holte

WRITTEN DECISION – June 9, 2008

AYES: Ewert, Milne, Slagle, Taylor

NOES: None

ABSTAIN: Holte

ABSENT: None

ORDINANCE NO. 1288

THIS HAS BEEN REVIEWED
BY THE FINANCE DIRECTOR
Due Engel

**AN ORDINANCE AUTHORIZING THE MAYOR AND CITY
ADMINISTRATOR TO EXECUTE A CONTRACT EXTENSION WITH
CYNTHIA THOMPSON OF BCB CONSULTING FOR PROFESSIONAL
SERVICES FOR MANAGEMENT OF CANBY AREA TRANSIT SERVICE; AND
DECLARING AN EMERGENCY.**

WHEREAS, the City of Canby currently has need of management services for Canby Area Transit to prepare and submit grants, monitor existing grants, assist with budget analysis and development, assist with future planning, and other such activities until such time as a Transit Manager is employed by the City; and

WHEREAS, the City currently employs Cynthia Thompson of BCB Consulting, as an independent contractor to manage the Canby Area Transit Service and wishes to continue to employ Cynthia Thompson of BCB Consulting, as an independent contractor under a personal services contract for the purpose of carrying out the these activities; and

WHEREAS, Cynthia Thompson of BCB Consulting has proposed an extension of existing personal services contract which is acceptable to the City; and

WHEREAS, in accordance with ORS Chapter 279 and Canby Public Purchasing Rules set forth in Ordinance No 1170 and Resolution No. 897, Exhibit A, Section 6 E (1), the city may extend existing personal service contracts not exceeding \$75,000.00 by direct appointment without competition where the additional amount to extend the existing contract does not increase the contract by more than 25%; and

WHEREAS, the City Council meeting and acting as the Contract Review Board for the City of Canby has reviewed this proposal, reviewed the staff report and finds that the contract extension with Cynthia Thompson is in the best interest of the City to enter into; now therefore,

THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. The Mayor and City Administrator are hereby authorized and directed to make, execute and declare in the name of the City of Canby and on its behalf, an appropriate contract with Cynthia Thompson of BCB Consulting, the copy of said contract is attached hereto and marked as Exhibit "A" and by this reference fully incorporated herein.

Section 2. Emergency Declared.

It being necessary for the health, safety, and general welfare of the citizens of Canby that there be no interruption in service for the Canby Area Transit program, an

emergency is hereby declared to exist and this ordinance shall take effect immediately upon its enactment after final reading.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, July 16, 2008, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and to come before the City Council for final reading and action at a regular meeting thereof on Wednesday, August 6, 2008, commencing at the hour of 7:30 PM in the Council Meeting Chambers at Canby City Hall located at 155 SW 2nd Avenue in Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder Pro-tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 6th day of August 2008, by the following vote:

YEAS_____

NAYS_____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder Pro-tem

PERSONAL SERVICES AGREEMENT

THIS AGREEMENT is between the CITY OF CANBY (City) and BCB CONSULTING (Contractor).

- A. City requires services which Contractor is capable of providing, under terms and conditions hereinafter described.
- B. Contractor is able and prepared to provide such services as City requires, under those terms and conditions set forth.

The Parties Agree as Follows:

- 1. Scope of Services. Contractor's services under this Agreement shall consist of the following:
 - A. See Exhibit "A" attached hereto.
- 2. Contractor Identification. Contractor shall furnish to City is employer identification number as designated by the Internal Revenue Service, or Contractor's Social Security Number, as City deems applicable. Contractor understands it is required to obtain a City of Canby business license for conducting business in the City.
- 3. Compensation:
 - A. City agrees to pay Contractor for services provided as set forth in Exhibit "B". Contractor agrees that \$88,200.00 is the not to exceed price of this contract, without prior written approval from the City.
 - B. City agrees to pay Contractor within 30 days after receipt of Contractor's itemized statement. Amounts disputed by the City may be withheld pending settlement.
 - C. City certifies that sufficient funds are available and authorized for expenditure to finance costs of the Agreement.

4. Contractor is Independent Contractor.
 - A. Contractor's services shall be provided under the general supervision of the Transit Department with day to day oversight provided by the City Administrator. Contractor shall be an independent contractor for all purposes and shall be entitled to no compensation other than the compensation provided for under Paragraph #3 of this Agreement.
 - B. Contractor certifies that it is either a carrier-insured employer or a self-insured employer as provided in Chapter 656 of the Oregon Revised Statutes. Contractor will provide proof of such coverage to the City, upon request.
 - C. Contractor hereby represents that no employee of the City, or any partnership or corporation in which a City Employee has an interest, will or has received any remuneration of any description from Contractor, either directly or indirectly, in connection with the letting or performance of this contract, except as specifically declared in writing.
5. Subcontractors and Assignment. With the exception of JWL Consulting, Contractor shall neither subcontract any of the work, nor assign any rights acquired hereunder, without obtaining prior written approval from City. City, by this Agreement, incurs no liability to third persons for payment of any compensation provided herein to Contractor. Any subcontract between Contractor and subcontractor shall require the subcontractor to comply with all applicable OSHA regulations and requirements
6. Work is Property of City. All work performed by Contractor under this Agreement shall be the property of the City. City agrees that the Contractor may use its work in other assignments if all City of Canby data and references are removed.
7. Term.
 - A. This Agreement shall terminate upon completion of all work

tasks unless terminated previously by:

1. Mutual written consent of the parties.
2. Either party, upon thirty (30) days written notice to the other, delivered by certified mail or in person.
3. City, effective upon delivery of written notice to Contractor by certified mail, or in person, under any of the following:
 - a. If Contractor fails to provide services called for by this Agreement within the time specified or any extension thereof.
 - b. If services are no longer required
8. Professional Standards. Contractor shall be responsible to the level of competency presently maintained by others practicing the same type of work in City's community, for the professional and technical soundness, accuracy and adequacy of all work and materials furnished under this authorization.
9. Insurance. Insurance shall be maintained with the following limits:
 - A. Liability - \$1,000,000.00 combined single limit, bodily injury/property damage, including automobile coverage for any vehicle used for city business.

The City shall be named as additional named insured on all required Policies. The City may require current copies of insurance certificates. Procuring of such required insurance shall not be construed to limit Contractor's liability hereunder. Notwithstanding said insurance, Contractor shall be obligated for the total amount of any damage, injury or loss caused by contractor's negligence or neglect connected with the Agreement.
10. Legal Expense. In the event legal action is brought by City or Contractor against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and

conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for attorneys fees, costs, and expenses as may be set by the court both at trial and all appeals therefrom.

11. Notices. Any notice, bills, invoices, reports, or other documents required by this Agreement shall be sent by the parties by United States mail, postage paid, or personally delivered to the address below. All notices shall be in writing and shall be effective when delivered. If mailed, notices shall be deemed effective forty-eight (48) hours after mailing unless sooner received.

CITY: Mark Adcock
City of Canby
PO Box 930
182 N. Holly Street
Canby, OR 97013

CONTRACTOR: Cynthia Thompson
BCB Consulting
1216 NW 25th Avenue
Portland, OR 97210

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers.

CONTRACTOR:	CITY OF CANBY:
_____	_____
By:	By:
Date:	Date:

Scope of Work

July 1, 2008 – June 30, 2009

BCB Consulting agrees to provide the following products and services to the City of Canby, Canby Area Transit.

Deliverables

- **Transit Management**

BCB representatives agree to be available by phone forty hours per week and to provide a management presence at the CAT office a minimum of seventy-two hours per month. BCB staff will attend any required City Council, Advisory Committee, and staff meetings.

- **Operations**

- Monitor OHAS contract and services and make necessary adjustments and recommendations.
- Weekly oversight of CAT day to day operations
- Manage and work with City and OHAS management and staff.

- **Service Delivery**

- Oversee implementation of route changes as proposed in the Transit Master Plan
- Revise schedules, brochures, collateral materials to reflect changes
- Oversee CAT participation in July 4th parade and celebration
- Oversee CAT participation in the Clackamas County Fair

- **Financial Management**

- **Grants**

5311, Special Transportation Fund (STF) grants, & 5309

- Review, prepare, and submit necessary grant reports and grant applications.
 - 5311 grant application due March/April, 2009
 - STF Formula Funds due April/May 2009
 - STF Discretionary Grant due date yet to be determined
 - 5309 Federal Earmark funds for bus and bus facilities
 - 5309 Federal Earmark requests for 2010
 - New Freedom Grant – STF Discretionary 2nd year July 08 – June 09.

BCB will take necessary steps to ensure the appropriate forms, and applications are completed and submitted by their deadline.

- Contact appropriate representatives for the various grant funds and take appropriate steps to ensure Canby is well represented in the funding process for each grant.
- Attend necessary funding review committee meetings and other pertinent meetings - PTAC, OTA, OTC, TMAC, JPACT, TPAC
- Educate and train appropriate city staff on transit grants and grant management to the extent possible during this contract period.

- **BETC**
 - Prepare preliminary BETC certification application for periods beginning July 08 – Dec 08 and January 09 – June 09.
 - Prepare Final BETC application for period ending June 30, 2008, December 31, 2008.
 - Take steps to secure BETC pass through partner(s).
 - BCB will make every attempt to secure approval from the Dept of Energy if necessary and to secure a partner, yet it appears this may be more complex than appears on the surface. BCB will work closely with Dept of Energy and city staff as we work through this process.
- **Contracts**
 - Review transit contracts and make necessary recommendations
- **Budget**
 - Monitor and administer 08/09 budget
 - Develop & submit 09/10 budget
- **Community Relations/Marketing**
 - **Internal**
 - Attend City Council meetings as required
 - Attend city staff meetings, planning meetings etc. as necessary.
 - **Community Relations**
 - Attend community meetings and promote CAT and CAT services
 - **Peer Relations**
 - Maintain contact with community transit partners, local, regional, and state transportation agencies and any other pertinent organizations.
- **Transit Advisory Committee**
 - Facilitate Monthly Transit Advisory Committee Meetings
 - Prepare monthly agenda's and respond to committee requests
 - Ongoing communication with TAC members

(Contract Attachment Exhibit "B")

BCB Consulting, Inc.

Contract # 2008-01

July 1, 2008

The following is an agreement for contract services between Cynthia Thompson of BCB Consulting, Inc. (BCB) and the City of Canby for the period between July 1, 2008 and June 30, 2009. This contract may be extended at the request of the City of Canby.

Scope:

The scope of work, with deliverables and timelines, are attached to this letter of agreement.

Fee:

BCB Consulting Inc. professional services rate is \$100 per hour. For the purposes of this contract BCB Consulting will provide professional transit management services for a flat fee of \$7350 per month for the scope of work as described in the attachment.

Payment Schedule:

BCB will submit an invoice for the entire contract period and the City of Canby will issue bi-monthly checks for \$3675 on the 1st and 15th of the month to coincide with normal City of Canby billing cycle

Additional Work:

Additional work beyond the agreed upon scope may be negotiated individually at our hourly rate or at a negotiated project rate.

Termination:

This contract may be terminated under the following conditions: a) by written mutual agreement of both parties, b) upon fifteen (60) calendar days' written notice by either party to the other of the intent to terminate, or c) immediately on breach of the contract.

Agreed to by:


Cynthia Thompson, BCB Consulting

City of Canby

Contract between BCB and City of Canby
Page 1 of 1

ORDINANCE NO. 1289

AN ORDINANCE AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH WINSTEAD AND ASSOCIATES TO PROVIDE BUILDING CODE SERVICES; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Canby has heretofore had a contract with Winstead and Associates to provide building inspections and plan check services; and

WHEREAS, the City wishes to renew the contract and Winstead and Associates wishes to continue its contract with the City; and

WHEREAS, the City Council has reviewed the proposed contract and found it appropriate and in the best interests of the City of Canby; now therefore

THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. The Mayor and City Administrator are hereby authorized and directed to make, execute and declare in the name of the City of Canby and on its behalf, an appropriate contract with Winstead and Associates.

A copy of said contract is attached hereto and marked as Exhibit “A” and by this reference fully incorporated herein.

Section 2. Emergency Declared.

It being necessary for the health, safety, and general welfare of the citizens of Canby that there is no interruption in service for the building inspections and plan reviews currently pending, an emergency is hereby declared to exist and this ordinance shall take effect immediately upon its enactment after final reading.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on Wednesday, July 16, 2008, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and to come before the City Council for final reading and action at a regular meeting thereof on Wednesday, August 6, 2008, commencing at the hour of 7:30 PM in the Council Meeting Chambers at Canby City Hall located at 155 SW 2nd Avenue in Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder Pro-tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 6th day of August 2008, by the following vote:

YEAS_____

NAYS_____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder Pro-tem

PERSONAL SERVICES AGREEMENT

THIS AGREEMENT is between the CITY OF CANBY (City) and Winstead and Associates (Contractor) and shall be valid until July 1, 2009.

- A. City requires services which Contractor is capable of providing, under terms and conditions hereinafter described.
- B. Contractor is able and prepared to provide such services as City requires, under those terms and conditions set forth.

The Parties Agree as Follows:

1. Scope of Services. Contractor's services under this Agreement are set forth in Exhibit "A," attached hereto. WA shall complete the scope of services as follows:
 - Residential plans deemed simple within seven (7) working days.
 - Commercial plans may vary depending on the complexity; however a normal plan review time will be within ten (10) working days.
 - Inspections requested must be received within 24 hours of the inspection and will be conducted on the day requested.
2. Obligations of City. The CITY shall, to the extent reasonable and practicable, assist and cooperate with WA in the performance of WA services hereunder. Such cooperation and assistance shall include, but not be limited to, (a) providing two sets of plans and documents to WA at their designated office; (b) obtaining from the applicant the necessary items to allow plan checking to be completed expeditiously – such items shall include complete plans, construction specifications, soils reports, energy calculations, structural calculations, name, address, and telephone number of the applicant or his designee and similar items necessary for a particular project; (c) providing the valuation for proposed construction or requesting that WA calculate the valuation; and (d) providing WA with copies of any CITY ordinances that modify the standard regulations of review.
3. Contractor Identification. Contractor shall furnish to City its employer identification number as designated by the Internal Revenue Service, or Contractor's Social Security Number, as City deems applicable. Contractor understands it is required to obtain a City of Canby business license for conducting business in the City.
4. Compensation:
 - A. City agrees to pay Contractor according to the proposed rate schedule

submitted with the Contractor's proposal. See Exhibit "B" attached hereto.

- B. City agrees to pay Contractor within 30 days after receipt of Contractor's itemized statement. Amounts disputed by the City may be withheld pending settlement.
- C. City certifies that sufficient funds are available and authorized for expenditure to finance costs of the Agreement.

5. Contractor is Independent Contractor.

- A. Contractor's services shall be provided under the general supervision of the Building Official. Contractor shall be an independent contractor for all purposes and shall be entitled to no compensation other than the compensation provided for under Paragraph #3 of this Agreement.
- B. Contractor certifies that it is either a carrier-insured employer or a self-insured employer as provided in Chapter 656 of the Oregon Revised Statutes.
- C. Contractor hereby represents that no employee of the City, or any partnership or corporation in which a City Employee has an interest, will or has received any remuneration of any description from Contractor, either directly or indirectly, in connection with the letting or performance of this contract, except as specifically declared in writing.

6. Subcontractors and Assignment. Contractor shall neither subcontract any of the work, nor assign any rights acquired hereunder, without obtaining prior written approval from City. City, by this Agreement, incurs no liability to third persons for payment of any compensation provided herein to Contractor. Any subcontract between Contractor and subcontractor shall require the subcontractor to comply with all applicable OSHA regulations and requirements.

7. Work is Property of City. All work performed by Contractor under this Agreement shall be the property of the City. City agrees that the Contractor may use its work in other assignments if all City of Canby data and references are removed.

8. Term.

- A. This Agreement may be terminated by:
 - 1. Mutual written consent of the parties.

2. Either party, upon thirty (30) days written notice to the other, delivered by certified mail or in person.
 3. City, effective upon deliver of written notice to Contractor by certified mail, or in person, under any of the following:
 - a. If Contractor fails to provide services called for by this Agreement within the time specified or any extension thereof.
 - b. If services are no longer required.
8. Professional Standards. Contractor shall be responsible to the level of competency presently maintained by others practicing the same type of work in City's community, for the professional and technical soundness, accuracy and adequacy of all work and materials furnished under this authorization.
9. Insurance. Insurance shall be maintained by the Contractor with the following limits:
 - A. Liability - \$1,000,000.00 combined single limit, including automobile coverage for any vehicle used for City business. Property damage per occurrence, \$250,000.00.
 - B. Professional liability – errors and omissions - \$1,000,000.00.

The City shall be named as additional insured on all required policies, if available. The City may require current copies of insurance certificates. Procuring of such required insurance shall not be construed to limit Contractor's liability hereunder. Notwithstanding said insurance, Contractor shall be obligated for the total amount of any damage, injury or loss caused by Contractor's negligence or neglect connected with the Agreement.
9. Legal Expense. In the event legal action is brought by City or Contractor against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for attorneys fees, costs, and expenses as may be set by the court both at trial and all appeals therefrom.
10. Modifications. Any modification of the provisions of this Agreement shall be in writing and signed by the parties.
11. Notices. Any notice, bills, invoices, reports, or other documents required by this Agreement shall be sent by the parties by United States mail, postage paid, or personally delivered to the address below. All notices shall be in writing and shall be effective when delivered. If mailed, notices shall be deemed effective forty-eight (48) hours after mailing unless sooner received.

CITY: Mark Adcock
City of Canby
PO Box 930
170 NW 2nd Street
Canby, OR 97013

CONTRACTOR: Stephen Winstead
Winstead and Associates, Architecture and Building
Code Services, PC
714 Main Street
Oregon City, OR 97045

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers.

CONTRACTOR: CITY OF CANBY:

By: By:

Date: Date:

EXHIBIT A
STATEMENT OF SERVICES

Winstead and Associates, Architecture and Building Code Services, PC. will provide professional services for the review of proposed building plans for conformance to regulations contained in the State mandated Specialty building and mechanical codes, as those codes are amended by the CITY or State; in State laws governing energy conservation in buildings, provisions for access to buildings by disabled persons.

I. PLAN CHECKING SERVICES:

In providing plan review services, WA will do the following:

Item 1. Perform traditional life-safety plan review of submitted plans to determine compliance with the most recent CITY adopted:

Oregon Residential Specialty Code, latest edition
Oregon Structural Specialty Code, (OSSC)
Oregon Mechanical Specialty Code
City of Canby Municipal Codes

Item 2. Provide the applicant (or their designee) and the CITY, a typed list of items needing clarification or change to achieve conformance with the above regulations.

Item 3. Perform all necessary liaison with the applicant's designee, either by phone, mail, or meetings in WA office, and perform one re-check. If any additional re-checks are necessary, they shall be performed by the CITY.

Item 4. Perform all necessary liaison with the Building Official or his designee, either by mail, phone or in meetings to insure compliance with the OSSC and other applicable codes to insure compliance with local policy interpretations.

II. BUILDING INSPECTION SERVICES:

In providing building inspection services, WA will do the following:

Item 1. Perform traditional building inspection services to determine compliance with approved plans and documents and the most recent City of Canby adopted building codes and regulations.

Item 2. Furnish State Certified inspection personnel. The City of Canby shall have the right to interview and approve the qualifications of each inspector assigned by WA.

Item 3. Perform traditional building inspections in accordance with established policies and procedures, including preparation and keeping of inspection records, logs, and notices.

Item 4. Attend meetings related to building inspection projects.

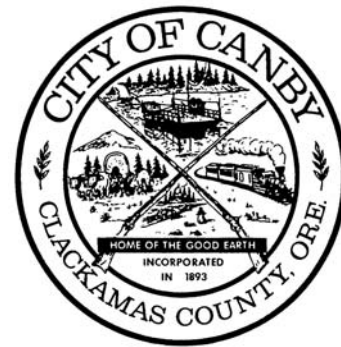
Item 5. Perform inspections during the normal working hours and days as performed by regular inspectors or as otherwise agreed.

Item 6. Building Finals and Occupancy Permits shall only be issued by prior approval of the Building Official or designee.

EXHIBIT B
FEE SCHEDULE

The fee for WA services will be calculated as follows:

1. Compensation for work performed under Part I, Item 1-4, of the Statement of Services shall be at the rate of 70% of the plan review fee collected by the City of Canby.
2. Compensation: Compensation for work performed under Part II, Item 1-6, of the Statement of Services shall be at the rate of \$65 per hour for each inspector furnished by WA with a minimum of four (4) hours per day. In addition, mileage shall be paid at the most current government mileage reimbursement rate for travel between City offices and inspection projects and between inspection projects.
3. No additional charges shall apply unless specifically authorized by agreement of both parties.



MEMORANDUM

TO: *Honorable Mayor Thompson and City Council*
FROM: *Darvin Tramel, Wastewater Treatment Plant Supervisor*
DATE: *July 8, 2008*
THROUGH: *Mark C. Adcock, City Administrator*

Issue: Ordinance 1290, a contract with MixZon, Inc. for the completion of a mixing zone study and reasonable potential analysis on the discharge from the City of Canby Wastewater Treatment Facility.

Synopsis: In December of 2007 the DEQ issued an Internal Management Directive (IMD) that required all major wastewater treatment facilities to re-evaluate their current wastewater discharge mixing zones prior to the City's National Pollution Discharge and Elimination Systems (NPDES) permit renewal. The City of Canby is scheduled to renew our NPDES permit in 2009, so we must conduct a mixing zone study prior to the renewal process. The Wastewater Treatment Staff conducted a request for proposals (RFP) from five of the major engineering firms capable of completing a mixing zone study and reasonable potential analysis. Two engineering firms of the five solicited, submitted proposals for the study. MixZon, Inc. of Portland Oregon submitted the lowest bid at \$30,000 and MWH of Portland, Oregon submitted a bid of \$39,000.

Curt McLeod and I reviewed the two proposals to make sure that the firms had covered all the necessary requirements as established in our RFP, but also to make sure that the proposals correlated and met the requirements of the IMD as established by the DEQ. Both proposals met the requirements of the RFP, but we both believed that the proposal from MixZon, Inc. was more detailed, and directly stated that they would complete the reasonable potential analysis along with the mixing zone study. This analysis will save the City time and money when City staff enters into negotiations on the new NPDES permit.

Recommendation: Staff recommends the Council adopt Ordinance 1290.

Rationale: The City of Canby operates a wastewater treatment facility discharging into the Willamette River and therefore is required to re-evaluate its mixing zone prior to the renewal of the City NPDES permit. After thorough review, Curran & McLeod Engineering and I believe that it would be an appropriate expenditure of funds to have MixZon, Inc. finalize the study as proposed.

Options: 1. If the City chooses not to complete a mixing zone study, the City could face enforcement actions by the DEQ in the future.

Attached: Ordinance 1290

THIS HAS BEEN REVIEWED
BY THE FINANCE DIRECTOR
[Signature]

ORDINANCE NO. 1290

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH MIXZON, INC. OF PORTLAND, OREGON TO COMPLETE A MIXING ZONE STUDY AND REASONABLE POTENTIAL ANALYSIS FOR THE CITY OF CANBY WASTEWATER TREATMENT DEPARTMENT; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Canby, in order to comply with the DEQ requirements as set forth in the December 2007, Regulatory Mixing Zone Internal Management Directive, wishes to complete a mixing zone study and reasonable potential analysis prior to application for the City of Canby NPDES permit renewal, and

WHEREAS, the cost of a mixing zone study will be paid by the Canby Wastewater Treatment Department with funds budgeted and approved for this purpose in the 2008-2009 fiscal year budget; and

WHEREAS, in accordance with ORS Chapter 279 and Canby Public Purchasing Rules as set forth in Ordinance No. 1170 and Resolution No. 897, the City, through a Request for Proposal (RFP) solicited five major engineering firms capable of and with the required expertise to complete a mixing zone study. Of the five engineering firms requested for proposals, the following two sealed bids were obtained for the study:

1. MixZon, Inc. of Portland, Oregon	\$30,000
2. MWH of Portland, Oregon	\$39,000
3. CH2 M Hill of Portland, Oregon	Declined
4. Black & Veatch of Portland, Oregon	No Bid
5. URS Corporation of Portland, Oregon	No Bid

WHEREAS, MixZon, Inc. of Portland, Oregon submitted the lowest bid of \$30,000 and met all the requirements of the RFP to complete a mixing zone study; and

WHEREAS, the City Council meeting and acting as the Contract Review Board for the City of Canby has reviewed this bid, reviewed the staff report and believes it to be in the best interest of the City to contract with MixZon, Inc. to complete the mixing zone study and reasonable potential analysis for the Wastewater Treatment Department; now therefore

THE CITY OF CANBY ORDAINS AS FOLLOWS:

Section 1. The Mayor and/or City Administrator are hereby authorized and directed to make, execute and declare in the name of the City of Canby and on its behalf, an appropriate contract with MixZon, Inc. of Portland, Oregon to complete a mixing zone study and reasonable potential analysis for the Canby Wastewater Treatment Department for a not to exceed total of \$30,000.00.

Section 2. In so much as it is in the best interest of the citizens of the City of Canby, Oregon to provide the Wastewater Treatment Department with the aforementioned mixing zone study without further delay, and to better serve the citizens of Canby, an emergency is hereby declared to exist and this ordinance shall therefore take effect immediately upon its enactment after final reading.

SUBMITTED to the Canby City Council and read the first time at a regular meeting thereof on July 16, 2008, and ordered posted in three (3) public and conspicuous places in the City of Canby as specified in the Canby City Charter and to come before the City Council for final reading and action at a regular meeting thereof on August 6, 2008, commencing at the hour of 7:30 P.M. in the Council Meeting Chambers at 155 NW 2nd Avenue in Canby, Oregon.

Kimberly Scheafer, CMC
City Recorder - Pro Tem

PASSED on second and final reading by the Canby City Council at a regular meeting thereof on the 6th day of August, 2008, by the following vote:

YEAS _____

NAYS _____

Melody Thompson, Mayor

ATTEST:

Kimberly Scheafer, CMC
City Recorder - Pro Tem



City of Canby Bi-Monthly Report

Department: Administration

For Months of: May & June 2008

To: The Honorable Mayor Thompson & City Council
From: Kim Scheafer, CMC,
Executive Assistant/City Recorder Pro Tem
Prepared by: Lisa Potter, Office Specialist
Through: Mark Adcock, City Administrator
Date: July 7, 2008

- 1. Business Licenses** – Thirty-four business licenses were issued for the months of May and June 2008. Two hundred two renewals were sent out.
- 2. Complaints/Inquiries** – Sixty-four complaints/inquiries were received for May and June. Fifty-five of those have been resolved and 15 were resolved within 24 hours. Twenty-two follow-up cards were mailed and 14 were returned with Excellent and Good ratings. We have only received one Poor rating in this tracking period and that was due to an attempt to correct a noise issue with a manhole cover. The citizen returned the comment card indicating the problem had not been corrected. A second repair attempt was made immediately upon receipt of the feedback on the comment card. A follow-up call was made to the citizen who indicated the problem was corrected to her satisfaction.
- 3. Liquor Licenses** – No liquor licenses were issued during the months of May and June 2008.
- 4. Street Closure Application Process** – Staff has developed a street closure request packet which is now available on the City's website. Street closures are now approved by the City Administrator instead of the City Council. This change has improved and streamlined the process and made it more user-friendly for citizens and businesses requesting a street closure.

**City of Canby
Annual Summary for 2008**

7/8/2008

BUILDING PERMIT DATA													
PERMIT TYPE	PERMITS ISSUED												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
BUILDING PERMITS - SFR	1	4	7	1	-	-	-	-	-	-	-	-	13
BUILDING PERMITS MULTIFAMILY	-	-	-	-	-	-	-	-	-	-	-	-	-
MECHANICAL	17	22	20	16	28	18	-	-	-	-	-	-	121
ADDITIONS NONRESIDENTIAL	4	-	2	4	-	7	-	-	-	-	-	-	17
ADDITIONS RESIDENTIAL	1	2	5	4	2	1	-	-	-	-	-	-	15
OTHER	7	9	9	7	6	12	-	-	-	-	-	-	50
MONTH	30	37	43	32	36	38	-	-	-	-	-	-	
YEAR	30	67	110	142	178	216	216	216	216	216	216	-	
VALUATION OF PERMITS ISSUED													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
BUILDING PERMITS - SFR	312,984	1,025,066	1,230,633	246,412	-	-	-	-	-	-	-	-	2,815,095
BUILDING PERMITS MULTIFAMILY	-	-	-	-	-	-	-	-	-	-	-	-	-
MECHANICAL	-	-	-	-	-	-	-	-	-	-	-	-	-
ADDITIONS NONRESIDENTIAL	153,100	-	51,700	39,070	-	256,521	-	-	-	-	-	-	500,391
ADDITIONS RESIDENTIAL	500	71,642	207,407	221,616	55,736	79,827	-	-	-	-	-	-	636,728
OTHER	35,326	12,758,390	119,615	693,934	833,189	3,141,892	-	-	-	-	-	-	17,582,346
MONTH	501,910	13,855,098	1,609,355	1,201,032	888,925	3,478,240	-	-	-	-	-	-	
YEAR	501,910	14,357,008	15,966,363	17,167,395	18,056,320	21,534,560	21,534,560	21,534,560	21,534,560	21,534,560	21,534,560	-	
SDC FEES AND CHARGES UPDATE													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Stormwater Fees	90	5,768	350	191	385	3,909	-	-	-	-	-	-	10,693
Sewer SDC Fees	-	29,839	9,088	2,296	-	6,888	-	-	-	-	-	-	48,111
Construction Excise Tax	1,845	5,092	4,219	1,731	770	557	-	-	-	-	-	-	14,213
Parks SDC Fees	-	16,298	16,332	4,790	65	-	-	-	-	-	-	-	37,484
Transportation Improvement	-	157,363	7,395	17,252	10,525	80,375	-	-	-	-	-	-	272,910
Planning Department Fees	395	1,004	565	573	378	819	-	-	-	-	-	-	3,732
Advanced Financing	-	-	2,373	-	-	-	-	-	-	-	-	-	2,373
Business License	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Department Fees	5,854	64,003	17,168	11,314	8,221	23,674	-	-	-	-	-	-	130,235
School Excise Tax	-	-	2,205	7,399	5,000	8,670	-	-	-	-	-	-	23,274
	8,184	287,551	347,246	392,791	418,134	543,025	543,025	543,025	543,025	543,025	543,025	-	
INSPECTIONS													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
MONTH	178	188	149	185	171	171	-	-	-	-	-	-	
YEAR	178	366	515	700	871	1,042	1,042	1,042	1,042	1,042	1,042	-	

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Canby Development

Monthly Report

May - June 2008

BUILDING PERMIT DATA

PERMIT TYPE	PERMITS ISSUED		VALUATION	
	May	Jun	May	Jun
<i>BUILDING PERMITS - SFR</i>	-	-	\$0	\$0
<i>BUILDING PERMITS</i>	-	-	\$0	\$0
<i>MULTIFAMILY</i>	-	-	\$0	\$0
<i>MECHANICAL</i>	28	18	\$0	\$0
<i>ADDITIONS NONRESIDENTIAL</i>	-	7	\$0	\$256,521
<i>ADDITIONS</i>	2	1	\$55,736	\$79,827
<i>RESIDENTIAL</i>	6	12	\$833,189	\$3,141,892
<i>OTHER</i>	36	38	\$888,925	\$3,478,240
<i>MONTH</i>	178	216	\$18,056,320	\$21,534,560
<i>YEAR</i>				

SDC FEES AND CHARGES UPDATE

	MONTH		YEAR
	May	Jun	
<i>Stormwater Fees</i>	385	3,909	10,693
<i>Sewer SDC Fees</i>	-	6,888	48,111
<i>Construction Excise Tax</i>	770	557	14,213
<i>Parks SDC Fees</i>	65	-	37,484
<i>Transportation Improvement</i>	10,525	80,375	272,910
<i>Planning Department Fees</i>	378	819	3,732
<i>Advanced Financing</i>	-	-	2,373
<i>Business License</i>	-	-	-
<i>Building Department Fees</i>	8,221	23,674	130,235
<i>School Excise Tax</i>	5,000	8,670	23,274

INSPECTIONS

	May	Jun
MONTH	171	171
YEAR	871	1,042

HOUSING UNITS WITH BUILDING PERMITS

For Month Ending June 30, 2008

YEAR	SFR*	MH*	MFR*	TOTAL*
1977	205	0	160	365
1978	157	0	22	179
1979	64	0	12	76
1980	49	0	5	54
1981	29	0	24	53
1982	12	0	38	50
1983	7	0	0	7
1984	21	0	0	21
1985	21	20	0	41
1986	22	46	0	68
1987	37	34	0	71
1988	40	10	1	51
1989	47	6	37	90
1990	85	6	42	133
1991	84	21	10	115
1992	69	8	9	86
1993	108	32	59	199
1994	150	38	34	222
1995	51	54	58	163
1996	71	53	104	228
1997	89	25	189	303
1998	77	4	24	105
1999	139	3	62	204
2000	96	3	17	116
2001	122	0	13	135
2002	131	2	104	237
2003	85	1	72	158
2004	61	0	52	113
2005	123	2	4	129
2006	201	3	1	205
2007	73	3	0	76
2008	13	0	0	13
TOTAL	SFR	MH	MFR	TOTAL
1977 - 2008	2539	374	1153	4066
% of Total	62.4%	9.2%	28.4%	

2008				
MONTH	SFR*	MH*	MFR*	TOTAL*
Jan	1	0	0	1
Feb	4	0	0	5
Mar	7	0	0	12
Apr	1	0	0	13
May	0	0	0	13
Jun	0	0	0	
Jul	0	0	0	
Aug	0	0	0	
Sep	0	0	0	
Oct	0	0	0	
Nov	0	0	0	
Dec	0	0	0	
Total	13	0	0	13
% of Total	100.0%	0.0%	0.0%	

* Totals do not include demolitions or replacements.

* Duplexes are included as MFR.

SFR = Single Family Residential

MH = Manufactured Housing

MFR = Multi-Family Residential

TOTAL	SFR	MH	MFR	TOTAL
1980 - 1989	285	116	105	506
% of Total	56.3%	22.9%	20.8%	
1990 - 1999	923	244	591	1758
% of Total	52.5%	13.9%	33.6%	
2000 - 2008	905	14	263	1182
% of Total	76.6%	1.2%	22.3%	

* Totals do not include demolitions or replacements; identifies total number of new dwelling units not new permits.

City of Canby
1st Quarter Summary for 2008

7/8/2008

Year

PERMIT TYPE

		1st Qtr	Apr	May	Jun	2nd Qtr
2008	BUILDING PERMITS - SFR	12	1	0	0	1
2007	BUILDING PERMITS - SFR	29	6	6	6	18
2006	BUILDING PERMITS - SFR	67	15	21	20	56
2005	BUILDING PERMITS - SFR	23	2	13	12	27
2004	BUILDING PERMITS - SFR	24	5	3	9	17

2008	BUILDING PERMITS MULTIFAMILY	0	0	0	0	0
2007	BUILDING PERMITS MULTIFAMILY	1	0	0	0	0
2006	BUILDING PERMITS MULTIFAMILY	0	0	0	0	0
2005	BUILDING PERMITS MULTIFAMILY	0	1	0	0	1
2004	BUILDING PERMITS MULTIFAMILY	2	2	0	0	2

2008	MECHANICAL	59	16	28	18	62
2007	MECHANICAL	72	27	27	27	81
2006	MECHANICAL	62	29	42	29	100
2005	MECHANICAL	35	13	13	26	52
2004	MECHANICAL	52	11	15	14	40

2008	ADDITIONS NONRESIDENTIAL	6	4	0	7	11
2007	ADDITIONS NONRESIDENTIAL	2	2	1	1	4
2006	ADDITIONS NONRESIDENTIAL	6	6	3	5	14
2005	ADDITIONS NONRESIDENTIAL	4	1	2	0	3
2004	ADDITIONS NONRESIDENTIAL	8	3	3	2	8

2008	ADDITIONS RESIDENTIAL	8	4	2	1	7
2007	ADDITIONS RESIDENTIAL	8	2	5	8	15
2006	ADDITIONS RESIDENTIAL	5	4	4	2	10
2005	ADDITIONS RESIDENTIAL	6	0	2	1	3
2004	ADDITIONS RESIDENTIAL	7	5	4	3	12

2008	OTHER	25	7	6	12	25
2007	OTHER	24	4	8	11	23
2006	OTHER	11	2	1	1	4
2005	OTHER	10	2	1	1	4
2004	OTHER	16	5	4	6	15

2008	MONTH	110	32	36	38	106
2007	MONTH	136	41	47	53	141
2006	MONTH	151	56	71	57	184
2005	MONTH	78	19	31	40	90
2004	MONTH	109	31	29	34	94

2008	YEAR	
2007	YEAR	
2006	YEAR	
2005	YEAR	
2004	YEAR	

32	68	106
41	88	141
207	278	335
97	128	168
140	169	203

City of Canby
1st Quarter Summary for 2008

7/8/2008

Year	PERMIT TYPE	1st Qtr	Apr	May	Jun	2nd Qtr
2008	BUILDING PERMITS - SFR	2,568,683	246,412	0	0	246,412
2007	BUILDING PERMITS - SFR	4,311,065	1,021,867	950,105	1,022,233	2,994,205
2006	BUILDING PERMITS - SFR	12,004,463	3,541,046	4,778,945	4,552,560	12,872,551
2005	BUILDING PERMITS - SFR	3,900,577	454,579	2,415,006	2,010,753	4,880,338
2004	BUILDING PERMITS - SFR	4,703,467	798,894	529,933	1,464,027	2,792,854
2008	BUILDING PERMITS MULTIFAMILY	0	0	0	0	0
2007	BUILDING PERMITS MULTIFAMILY	398,760	0	0	0	0
2006	BUILDING PERMITS MULTIFAMILY	0				0
2005	BUILDING PERMITS MULTIFAMILY	0	33,945	-	-	33,945
2004	BUILDING PERMITS MULTIFAMILY	579,570	273,312	-	-	273,312
2008	MECHANICAL	0	0	0	0	0
2007	MECHANICAL	0	0	0	0	0
2006	MECHANICAL	0	-	-	-	0
2005	MECHANICAL	0	567	1,542	1,214	3,323
2004	MECHANICAL	0	-	-	-	0
2008	ADDITIONS NONRESIDENTIAL	204,800	39,070	0	256,521	295,591
2007	ADDITIONS NONRESIDENTIAL	37,000	14,568	2,000	30,600	47,168
2006	ADDITIONS NONRESIDENTIAL	77,545	1,011,052	2,507,498	485,000	4,003,550
2005	ADDITIONS NONRESIDENTIAL	76,782	25,000	750	-	25,750
2004	ADDITIONS NONRESIDENTIAL	179,009	74,000	200,000	183,000	457,000
2008	ADDITIONS RESIDENTIAL	279,549	221,616	55,736	79,827	357,179
2007	ADDITIONS RESIDENTIAL	154,733	5,902	236,307	227,609	469,818
2006	ADDITIONS RESIDENTIAL	88,851	266,188	74,135	40,000	380,323
2005	ADDITIONS RESIDENTIAL	308,325	-	114,206	31,046	145,252
2004	ADDITIONS RESIDENTIAL	171,671	90,519	210,230	225,586	526,335
2008	OTHER	12,913,331	693,934	833,189	3,141,892	4,669,015
2007	OTHER	4,484,312	962,947	404,569	3,932,485	5,300,001
2006	OTHER	949,935	167,988	864,913	1,425,000	2,457,901
2005	OTHER	240,240	10,100	17,690	498,228	526,018
2004	OTHER	138,645	38,284	401,696	-	439,980
2008	MONTH	15,966,363	1,201,032	888,925	3,478,240	5,568,197
2007	MONTH	9,385,870	2,005,284	1,592,981	5,212,927	8,811,192
2006	MONTH	13,120,794	4,986,274	8,225,491	6,502,560	19,714,325
2005	MONTH	4,525,924	524,191	2,549,194	2,541,241	5,614,626
2004	MONTH	5,772,362	1,275,009	1,341,859	1,872,613	4,489,481
2008	YEAR		1,201,032	2,089,957	5,568,197	
2007	YEAR		2,005,284	3,598,265	8,811,192	
2006	YEAR		18,107,068	26,332,559	32,835,119	
2005	YEAR		5,050,115	7,599,309	10,140,550	
2004	YEAR		7,047,371	8,389,230	10,261,843	

City of Canby
1st Quarter Summary for 2008

7/8/2008

Year	FEE TYPE	1st Qtr	Apr	May	Jun	2nd Qtr
2008	Stormwater Fees	6,208	191	385	3,909	4,485
2007	Stormwater Fees	2,900	1,367	480	1,559	3,406
2006	Stormwater Fees	5,575	1,200	3,865	2,356	7,421
2005	Stormwater Fees	1,620	160	960	480	1,600
2004	Stormwater Fees	1,818	431	8,093	630	9,154
2008	Sewer SDC Fees	38,927	2,296	0	6,888	9,184
2007	Sewer SDC Fees	68,200	26,435	11,070	8,985	46,490
2006	Sewer SDC Fees	141,081	31,605	56,713	50,568	138,886
2005	Sewer SDC Fees	44,785	4,038	26,247	12,114	42,399
2004	Sewer SDC Fees	49,496	11,406	5,703	17,109	34,218
2008	Construction Excise Tax	11,156	1,731	770	557	3,058
2007	Construction Excise Tax	17,118	4,398	4,463	5,102	13,963
2006	Construction Excise Tax	61,291	21,400	27,015	23,481	71,896
2005	Construction Excise Tax	18,343	2,266	10,407	7,680	20,353
2004	Construction Excise Tax	27,788	6,824	3,398	7,563	17,785
2008	Parks SDC Fees	32,630	4,790	65	0	4,855
2007	Parks SDC Fees	121,421	29,153	25,797	21,237	76,187
2006	Parks SDC Fees	289,557	70,875	104,855	94,935	270,665
2005	Parks SDC Fees	90,720	9,450	56,700	28,350	94,500
2004	Parks SDC Fees	90,457	14,112	11,466	27,342	52,920
2008	Transportation Improvement	164,758	17,252	10,525	80,375	108,152
2007	Transportation Improvement	65,033	36,754	14,530	46,935	98,219
2006	Transportation Improvement	135,950	35,014	49,919	30,224	115,157
2005	Transportation Improvement	46,247	4,170	25,020	1,431	30,621
2004	Transportation Improvement	49,758	12,389	6,196	17,667	36,252
2008	Planning Department Fees	1,964	573	378	819	1,770
2007	Planning Department Fees	1,823	715	650	1,012	2,377
2006	Planning Department Fees	3,516	1,725	1,781	1,725	5,231
2005	Planning Department Fees	1,470	370	800	405	1,575
2004	Planning Department Fees	4,090	675	525	640	1,840
2008	Advanced Financing	2,373	0	0	0	0
2007	Advanced Financing	0	2,498	0	4,073	6,571
2006	Advanced Financing	10,319	2,166	2,279	2,166	6,611
2005	Advanced Financing	12,250	2,092	5,954	7,303	15,349
2004	Advanced Financing	3,296	1,231	817	-	2,048
2008	Business License	0	0	0	0	0
2007	Business License	150	0	50	0	50
2006	Business License	0	-	50	-	50
2005	Business License	200	50	50	-	100
2004	Business License	100	-	-	-	0
2008	Building Department Fees	87,025	11,314	8,221	23,674	43,209
2007	Building Department Fees	59,266	18,285	18,544	40,002	76,831
2006	Building Department Fees	49,550	21,564	25,125	22,438	69,127
2005	Building Department Fees	38,461	5,311	5,311	5,311	15,933
2004	Building Department Fees	50,395	13,408	5,386	18,062	36,946
2008	School Excise Tax	2,205	7,399	5,000	8,670	21,069

City of Canby
1st Quarter Summary for 2008

7/8/2008

		1st Qtr	Apr	May	Jun	2nd Qtr
2008	MONTH	515	185	171	171	527
2007	MONTH	1,031	239	404	397	1,040
2006	MONTH	1,491	459	569	425	1,453
2005	MONTH	666	224	157	157	538
2004	MONTH	649	271	202	165	638

2008	YEAR	700	871	1,042
2007	YEAR	1,270	1,674	2,071
2006	YEAR	1,950	2,519	2,944
2005	YEAR	890	1,047	1,204
2004	YEAR	920	1,122	1,287

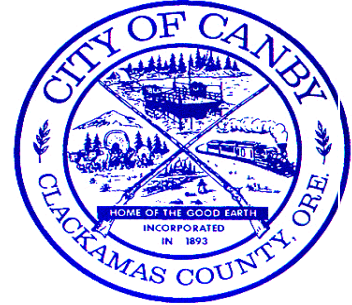
City of Canby Monthly Report

Department: Court

For Month of: May & June, 2008
Date prepared: July 1, 2008
From: Kathy Mashek, Court Clerk
Through: Mark Adcock, City Administrator

- 49 attended the seatbelt classes for the months of May & June. This generated \$735.00 towards the purchase of helmets.
- Court trials for the months of May & June were held for 43 defendants. This required 11 officers, at various times, to come to testify.
- 672 cases were filed and 740 cases were concluded during these months.
- Revenue for the both months was \$109,051.79. Out of this amount, Oregon Department of Revenue received checks totaling \$9,427.88, Oregon Judicial Department \$514.00 and Clackamas County received \$2,293.01.
- 67 defendants appeared with attorneys. With the defendants there were a total of 10 different attorneys present.

CANBY PUBLIC LIBRARY
BI-MONTHLY REPORT
May - June 2008



TO: Honorable Mayor Thompson
and City Council
FROM: Mark Adcock, City Administrator
Beth Saul, Library Director
PREPARED BY: Marty Moretty, Library Coordinator
DATE: July 8, 2008

Facility:

- *Planters in front of Library spruced up by volunteer Phyllis Stuart and new bedding plants have been donated by the High School agricultural program. These have been added to fill in the spots that didn't survive the winter. We are arranging for another volunteer to be responsible for the watering during the summer.
- *Changes to the lobby are being made to "de-clutter" and to use clear signs to direct patrons to bookstore and library services.
- *New hours went into effect June 16th with the Library now closing on Sundays and Mondays. Staff hours are being shifted to accommodate the open hours and provide best customer service possible.

Staff:

- *As Canby Library's representative, Hanna continues to attend the Library Marketing Committee for promoting library services countywide as a tool to educate patrons.
- *Linda is attending the Automation Committee and Technical Services committees to gear up for new countywide system.
- *New LINCC employee Systems Librarian Jon Forest is now on board to start coordinating and implementing the new system.
- *Peggy, Mary Lou and Marty made trips to purchase books to be used for awards for completion of the summer reading program.
- *Beth attended the pre-conference for the Oregon Library Association.

Programs:

- *Family Nite was held on the 4th Thursday of May and storyteller Sarah Stein presented the program.
- *The May Family Movie night was the new theatrical release of "Enchanted" and the June movie was "Water Horse".
- *A presentation of work from photographer/artist Dee Browning is being displayed featuring mixed media of watercolors, oils photography, and graphics.

- *On May 15th, Kathy Stuart presented her “Tracing Your Scottish Roots” program.
- *A donation of a hooked rug is being raffled by volunteer Karen Batridge through May. Congratulations to Goldie Heyerly!
- *We had quite the foot traffic during the election and the Friends even sold lots of sale books in the process.
- *Summer reading registration started June 9th and registration and programs are going strong.
- *Willamette Falls Hospital continues to send a nurse to the library every 2nd Wednesday for a blood pressure clinic. She sets up over by the fireplace area and has a group of regular customers.

Grants:

- *The Ready to Read Grant will now provide the funding for the upcoming summer reading programs of '08.

*Volunteers:

- *Contributed 384.5 hours for May and 380.5 hours for June assisting in shelving, sorting, pick lists, cataloging and processing, book mending, programs, shelf shifting, and cleaning.

Friends of the Library:

- *Sorting and shelving donations twice a week.
- *The Friends Board accepted the resignations of Board members Pat Sudgen and Nancy Kopelk effective June 9. Their service has been greatly appreciated and huge strides in the bookstore have been made under their watchful eyes. It has been an exhausting duty and they are taking a much needed breather. Staff and the Friends Board will be working together on some alternative avenues of operation.
- *The crew meets every Thursday morning and is averaging restocking at least twice a week.
- *The book club met and discussed “Snow Flower and the Secret Fan “ by Lisa See for May and after the summer off, will resume in September to review “Coal River” by Michael Shnayerson.
- *The Friends sponsored a table at St. Josef’s as a fundraiser for the Library. The effort netted \$530 and library patron Tara McKnight who dreamed up and coordinated the whole event presented the Friends with the check.
- *Plans are in the works for the 4th of July sale.

City of Canby Monthly Report

Department: Police Department

To: Mark Adcock, City Administrator
From: Greg Kroeplin, Police Chief
For Months Of: May 2008 - June 2008



Community Activities

- 5/8/2008 Canby / Ribbon Cutting Ceremony for Puddin River Chocolates, Lt. Tro and Sgt. Cunningham
- 5/8/2008 Oregon City / Parrott Creek Child and Family Services "Heart of the Matter Breakfast," Chief Kroeplin and Toni Tracy
- 5/14/2008 Eccles School / Kiwanis Terrific Kids Presentation, Officer Inness
- 5/15/2008 Knight Elementary School / Kiwanis Terrific Kids Presentation, Chief Kroeplin
- 5/15/2008 Canby / New Business presentation by Chamber of Commerce at 227 NW 3rd Ave., Chief Kroeplin
- 5/16/2008 Knight Elementary School / Officer Friendly Presentation, Officer Macom
- 5/20/2008 Canby High School / Career Orientation, Don Hemstreet
- 5/28/2008 Lee School / Kiwanis Terrific Kids Presentation, Chief Kroeplin
- 5/29/2008 Canby / Ribbon Cutting Ceremony for Canby Music, Lt. Tro
- 5/30/2008 Canby High School / Mock Interviews, Chief Kroeplin and Lt. Tro
- 6/3/2008 Canby High School / Presentation to Driver's Education Class, Sgt. Cunningham and Officer Macom
- 6/4/2008 Carus School / Lunch with Tyler Newkirk - "Lunch with the Chief" auction award, Chief Kroeplin
- 6/5/2008 Canby Adult Center / Volunteer serving lunch, Toni Tracy
- 6/26/2008 Knight Elementary School / Officer Friendly presentation, Officer Ethington

Department Activity

Department Activity

- 5/1/2008 New MOU signed with Department of Justice, Internet Crime Against Children Task Force participation
- 5/3/2008 Milwaukie / Assisted in presenting Krav Maga Women's Self-defense class, Sgt. Schoenfeld and Detective Fetters
- 5/8/2008 DPSST / Oregon Law Enforcement memorial, Chief Kroeplin, Lt. Tro, Sgt. Cunningham, Sgt. Green, Sgt. Schoenfeld, Officer Warren
- 5/14/2008 Clackamas County PSTC / Memorial Service for Clackamas County fallen law enforcement officers, Chief Kroeplin and Lt. Tro
- 5/17/2008 Knight Elementary School / Bike Rodeo, Chief Kropelin, Lt. Tro, and numerous other police personnel and police volunteers
- 5/29/2008 Clackamas County Area / SWAT Competition, Sgt. Green, Officer Spencer, Officer Di Cenzo, and Detective Fetters (Competition 05/29 through 05/30/2008)
- 5/31/2008 DUII Grant
Seatbelt Grant
Gang Suppression Grant
Underage Drinking Grant
Law Enforcement Terrorism Prevention Program (LETPP) - (Communications)
- 5/31/2008 Reserve Officer Hours for May 2008
*32
- 6/26/2008 Lake Oswego to Milwaukie / Special Olympics Law Enforcement Torch Run / Lt. Tro, Sgt. Kitzmiller, Sgt. Cunningham, and Officer Macom

Meetings

- 5/1/2008 Oregon City / CCITF Meeting, Chief Kroeplin
- 5/2/2008 Canby City Hall / Conference call meeting with Melissa Martin from Public Affairs Counsel, Inc., to gather information regarding phone survey, Chief Kroeplin, Mr. Adcock, Lt. Tro, Sgt. Schoenfeld, Bill Harper (Project Manager), and Toni Tracy
- 5/6/2008 West Linn / Meeting with Lt. Lang, CCSO, regarding draft SWAT agreement, Chief Kroeplin and Lt. Tro
- 5/7/2008 Baker Prairie Middle School / At-Risk Youth Meeting, Lt. Tro
- 5/7/2008 CPD / Staff Meeting, Chief Kroeplin, Lt. Tro, Toni Tracy, and Sergeants

Meetings

5/7/2008 Canby City Hall / Weekly meeting with Mark Adcock regarding PD Operations, Sgt. Cunningham

5/7/2008 Canby / Lunch meeting with Brandon Wooters regarding new PD/Court facility information, Chief Kroeplin

5/7/2008 Canby / Y.S.T. meeting, Officer Di Cenzo

5/8/2008 Canby PD / Conference Call with Melissa Martin from Public Affairs Council, Toni Tracy

5/8/2008 Canby City Hall / Post Agenda Meeting, Chief Kroeplin

5/8/2008 Milwaukie PD / CCMCT meeting, Sgt. Schoenfeld and Detective Feters

5/12/2008 Cutsforth's Thriftway / Kiwanis Meeting, Chief Kroeplin

5/12/2008 Canby City Hall / Agenda Meeting, Chief Kroeplin

5/14/2008 Canby City Hall / Budget Meeting, Chief Kroeplin and Lt. Tro

5/16/2008 Canby PD / Weekly meeting with Project Manager Bill Harper, Chief Kroeplin and Lt. Tro

5/19/2008 Cutsforth's Thriftway / Kiwanis Meeting, Chief Kroeplin

5/19/2008 Canby PD / Reserve Officer Meeting, Chief Kroeplin and Sgt. Cunningham

5/19/2008 Canby PD / Update 5-year plan, Chief Kroeplin, Lt. Tro, and Toni Tracy

5/20/2008 Lee School / Kiwanis Terrific Kids, Chief Kroeplin

5/21/2008 Canby City Hall / Weekly meeting with Mark Adcock regarding PD Operations, Chief Kroeplin

5/21/2008 Canby PD / Staff Meeting, Chief Kroeplin, Lt. Tro, Toni Tracy, and Sergeants

5/22/2008 PPB Central Precinct / Meeting regarding involvement with Trimet policing program, Chief Kroeplin and Lt. Tro

5/22/2008 Canby City Hall / Post Agenda Meeting, Chief Kroeplin

5/22/2008 Oregon City / MDT meeting, Detective Feters

5/23/2008 Canby PD / Weekly meeting with Project Manager Bill Harper, Chief Kroeplin, Lt. Tro, and Toni Tracy

5/27/2008 Canby City Hall / Agenda Meeting, Chief Kroeplin

5/27/2008 City Hall / Agenda Meeting, Chief Kroeplin

5/27/2008 City Hall / Meeting with Mr. Adcock regarding Tri-met staffing, Chief Kroeplin and Lt. Tro

Meetings

5/28/2008 Canby PD / Staff meeting, Chief Kroeplin, Lt. Tro, and Sergeants

5/28/2008 Baker Prairie Middle School / At-Risk-Youth meeting regarding grant money juvenile department has available, Lt. Tro

5/28/2008 Canby PD / Meeting with Linda Paxton regarding Canby Cares Health and Social Fair in July, Lt. Tro

5/28/2008 Cutsforth's Thriftway / Kiwanis Meeting, Chief Kroeplin

5/28/2008 CCOM / C800 Meeting, Chief Kroeplin

5/28/2008 CCOM / Member board meeting, Chief Kroeplin

6/2/2008 Seattle NW - Portland / Meeting to discuss bond, Chief Kroeplin and Lt. Tro

6/2/2008 Cutsforth's Thriftway / Kiwanis Meeting, Chief Kroeplin

6/2/2008 Canby PD / Meeting with Karen Hill and Robin Adcock for Television show on volunteers, Chief Kroeplin

6/3/2008 Council Chambers / Budget Committee Meeting, Chief Kroeplin, Lt. Tro, and Toni Tracy

6/3/2008 Oregon City Elks / Monthly Chief's Meeting, Chief Kroeplin

6/4/2008 Council Chambers / Council Meeting (Resolution of Senate Bill 111), Chief Kroeplin

6/5/2008 Canby City Hall / Weekly Meeting with Mark Adcock regarding PD Operations, Chief Kroeplin

6/5/2008 Oregon City / CCITF Meeting, Chief Kroeplin

6/5/2008 Godfather's Pizza / Kiwanis Foundation Meeting, Chief Kroeplin

6/6/2008 Cutsforth's Thriftway / Rotary Meeting, Lt. Tro

6/6/2008 Canby PD / Weekly meeting with Project Manager Bill Harper, Chief Kroeplin, Lt. Tro, and Toni Tracy

6/9/2008 Oregon City / CCITF Grant meeting, Lt. Tro

6/10/2008 City Hall / Agenda Meeting, Lt. Tro

6/18/2008 Canby City Hall / Council Work Session - Review Survey conducted by Public Affairs Counsel, Chief Kroeplin and Toni Tracy

6/18/2008 CPD / Staff Meeting, Chief Kroeplin, Lt. Tro, and Sergeants

6/18/2008 Canby Council Chambers / Council Meeting, Chief Kroeplin

6/19/2008 Canby City Hall / Weekly Meeting with Mark Adcock regarding PD Operations, Chief Kroeplin

Meetings

6/19/2008 CCOM / Homeland Security Task Force, Lt. Tro
6/20/2008 Lake Oswego / Meeting in Lake Oswego, Chief Kroeplin and Lt. Tro
6/23/2008 Canby City Hall / Agenda Meeting, Lt. Tro
6/25/2008 CCOM / Law Services Meeting, Lt. Tro
6/26/2008 Canby City Hall / Weekly meeting with Mark Adcock regarding PD Operations, Lt. Tro
6/27/2008 CPD / Weekly meeting with Bill Harper regarding new Police/Court facility

Monthly Stats

5/31/2008 May 2008 - Department Stats
*Calls for Service / 1630
*Crime Reports / 98
*Adult Arrests / 111
*Juvenile Custody / 27
*Injury Crashes / 1
*Non-Injury Crashes /14
*Citations Issued / 471
*Front Counter contacts / 113
5/31/2008 Gang Related Calls / May 2008 - 39
6/30/2008 rtment Stats
*Calls for Service / 1663
*Crime Reports / 87
*Adult Arrests / 106
*Juvenile Custody / 20
*Injury Crashes / 2
*Non-Injury Crashes /12
*Citations Issued / 365
*Front Counter contacts / 124
6/30/2008 Gang Related Calls / June 2008 - 25

Other Activities

5/29/2008 CCOM / Retirement reception for CCOM Operator Doreen White, Chief Kroeplin and Lt. Tro

Other Activities

6/26/2008 Clackamas County EOC / Gene Juve Retirement Celebration, Lt. Tro

Training

5/6/2008 Canby Gun Club / Mandatory Firearms Training, Sworn Personnel and Reserves

5/9/2008 Oregon City High School / Active Shooter Scenario Training, members of T.E.T.

5/14/2008 Canby Rod and Gun Club / Mandatory Department Firearms Training, Sworn Officers

5/19/2008 Canby Area / T.E.T. Training, T.E.T. members

6/5/2008 Clackamas County EOC / COOP Exercise, Lt. Tro and Sgt. Schoenfeld

6/9/2008 Texas / NHTSA/MADD non-checkpoint State Summit, Chief Kroeplin (06-09 through 06-11-2008)

6/30/2008 DPSST / Law Enforcement Leadership Executive Training, Lt. Tro, Sgt. Kitzmiller, Sgt. Schoenfeld (06/30 - 07/01)

Bi-Monthly Report

From: Eric Laitinen, Aquatic Program Manager

Date: July 3, 2008

Re: May, June and year end 2008 Report

May and June got off to a quick start this year; partly due to an earlier release date for the Canby School district. May revenue and attendance were higher than 2007. June was up in attendance, but not as high in revenue because of when we received school lesson payments. For the year we had about 2000 more swims and earned \$7,000 more than last year, finishing with just under \$175,000 in revenue.

The summer schedule is underway and we are very busy. Swimming lessons are pretty full and patrons are pleased with the programs. Public swims are busy and lap swims are getting more usage. Water Exercise program seems to be entering a growth period and other adult programs like adult learn to swim classes and masters are gaining interest.

The Canby Swim Club continues their summer competition and is gearing up for the state meets, Senior Sectionals and Western Zones that will all be taking place over the next few weeks. The team qualified Samantha Smith and Tyson Polack for Senior Sectionals and another twenty qualifiers from the state championship. A few Canby swimmers that have gone off to college are competing with their schools this summer. Kari Ann Benthin and Rachel Polack continue to compete for Oregon State University. Morgan Scroggy now swimming for Tualatin Hills Swim Club and University of Georgia is currently competing in the Olympic Trials. She is swimming five events: 100 fly, 100 back, 100 free, 200 free and the 200 back. She was in the semifinal heat on TV this last Sunday finishing 16th in the 100 fly. She will return to the University of Georgia as a sophomore year this fall.

FROM : ERIC LAITINEN, AQUATIC PROGRAM MANAGER
SUBJECT: MONTHLY REPORT FOR MAY 2008
DATE: JULY 3, 2008

CANBY SWIM CENTER MAY 2008	ADMIT 2007	ADMIT 2008	PASS 2007	PASS 2008	TOTAL 2007	TOTAL 2008	YTD TOTAL 06-07	YTD TOTAL 07-08
MORNING LAP	53	45	304	219	357	264	2716	2644
ADULT RECREATION SWIM	55	72	529	480	584	552	5029	5274
MORNING WATER EXERCISE	268	286	0	0	268	286	2230	2561
PARENT/ CHILD	97	136	0	0	97	136	1277	1392
MORNING PUBLIC LESSONS	236	163	0	0	236	163	4649	4018
SCHOOL LESSONS	752	1872	0	0	752	1872	3300	4419
NOON LAP	114	99	189	234	303	333	2238	2289
FAMILY SWIM	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	266	284	18	1	284	285	3893	3509
PENGUIN CLUB	160	200	0	0	160	200	1629	1408
CANBY H.S. SWIM TEAM	0	0	0	0	0	0	2264	2115
CANBY GATORS	0	0	671	565	671	565	6580	6090
MASTER SWIMMING	40	27	34	27	74	54	426	481
EVENING LESSONS	930	972	0	0	930	972	6897	6245
EVENING LAP SWIM	70	76	33	25	103	101	885	929
EVENING PUBLIC SWIM	509	549	28	49	537	598	4921	4764
EVENING WATER EXERCISE	89	104	0	0	89	104	881	796
ADULT LESSONS	34	63	0	0	34	63	126	282
GROUPS AND RENTALS	470	332	0	0	470	332	3281	3581
KAYAK	0	18	0	0	0	18	0	58
OUTREACH SWIMMING	0	0	0	0	0	0	589	489
TOTAL ATTENDANCE	4,143	5,298	1,806	1,600	5,949	6,898	53811	53344

FROM : ERIC LAITINEN, AQUATIC PROGRAM MANAGER
SUBJECT: MONTHLY REPORT FOR JUNE 2008
DATE: JULY 3, 2008

CANBY SWIM CENTER MAY 2008	ADMIT 2007	ADMIT 2008	PASS 2007	PASS 2008	TOTAL 2007	TOTAL 2008	YTD TOTAL 06-07	YTD TOTAL 07-08
MORNING LAP	42	54	258	282	300	336	3016	2980
ADULT RECREATION SWIM	66	61	527	435	593	496	5622	5770
MORNING WATER EXERCISE	281	263	0	0	281	263	2511	2824
PARENT/ CHILD	148	292	0	0	148	292	1425	1684
MORNING PUBLIC LESSONS	685	1456	0	0	685	1456	5334	5474
SCHOOL LESSONS	0	0	0	0	0	0	3300	4419
NOON LAP	72	71	154	181	226	252	2464	2541
FAMILY SWIM	0	0	0	0	0	0	0	0
AFTERNOON PUBLIC	332	792	16	135	348	927	4241	4436
PENGUIN CLUB	223	475	0	0	223	475	1852	1883
CANBY H.S. SWIM TEAM	0	0	0	0	0	0	2264	2115

CANBY GATORS	0	0	565	594	565	594	7145	6684
MASTER SWIMMING	10	4	37	0	47	4	473	485
EVENING LESSONS	898	1423	0	0	898	1423	7795	7668
EVENING LAP SWIM	52	108	61	60	113	168	998	1097
EVENING PUBLIC SWIM	719	942	35	51	754	993	5675	5757
EVENING WATER EXERCISE	116	157	0	0	116	157	997	953
ADULT LESSONS	40	3	0	0	40	3	166	285
GROUPS AND RENTALS	641	503	0	0	641	503	3922	4084
KAYAK	0	0	0	0	0	0	0	58
OUTREACH SWIMMING	0	24	0	0	0	24	589	513
TOTAL ATTENDANCE	4,325	6,628	1,653	1,738	5,978	8,366	59789	61710

PUBLIC WORKS UPDATE



TO: *Honorable Mayor Thompson and City Council*
FROM: *Dwayne Barnes, Director of Public Works*
DATE: *July 7, 2008*
THROUGH: *Mark C. Adcock, City Administrator*
RE: *Public Works Operations Bi-Monthly Report May/June 2008*

The Months of May and June have been very busy. The main push has been the cleanup of the downtown area in preparation for General Canby Days. Staff worked on cleaning the bricks in the sidewalks on West 2nd Street between Grant and Ivy. Staff also sprayed all the curb lines in the downtown area and Union Pacific Parking lot, weedeated the area around the UP Lot and added bark dust around the trees in the south side of 1st Street. The crew also replaced all the deteriorated stop and street name signs in the downtown area with new signs. You will notice that the new street name signs are larger than the old ones. We decided to increase the sign blank height from the current 6-inch to 9-inch. This allows us to increase the size of the letters from 4-inch to 6-inch. The new signs are also faced with high intensity sheeting that allows users to see the signs more clearly at night. We also decided to include block number designations to help the public determine what blocks they are on without looking at house numbers. Below is an example of the new standard street sign.



In addition to replacing street name signs we have started a program to replace stop signs. The Manual on Uniform Traffic Control Devices (MUTCD) requires all stop signs to be retroreflective. The majority of our existing stop signs are not reflective and will need to be replaced.

The following is an update on our current projects:

Sequoia Parkway 5 and 6 including Township Rd:

1. Substantial and final completion is scheduled for July 29th and August 28th, 2008 respectively.
2. All franchise utilities including PGE pole and wiring relocates are completed. Existing poles are scheduled to be removed on Thursday July 3rd or Monday July 7th.
3. Waterline is 100% complete, need to vacuum test sanitary manholes after paving is done, one catch basin remains to be poured, curbs are 99% complete, remaining curb, catch basin, sidewalks and driveways on Walnut Street are scheduled for next Monday July 7th, infiltration swales are ongoing.
4. Paving is scheduled for July 15th and 16th.

6. Striping, signing, site restoration, punch list and final completion by August 28th.
7. 6' high chainlink fence along the Perkins as per the agreement with the City, need to execute a change order for this work.
8. Fencing issue at the Bugni?? They need a privacy fence along the house frontage portion.

Knights bridge Rd:

1. Construction Plans are 99% complete. Advertise the 2nd or 3rd week of July. Bids by August 5th. Start construction in September.

NW Canby Sidewalks:

1. Sidewalks between Cedar St and Fir St from 1st Ave to 3rd Ave are complete except along the frontage of 694 3rd Ave property.
2. Contractor is forming and planning to pour concrete on 4th Ave between Cedar St and Elm St on Monday July 7th. Ongoing work between 4th and 5th Ave from Cedar St to Fir St.

Berg Parkway Driveway:

1. It is planned to be re-constructed at the end of the sidewalk project. However, it can be done sooner if desired.

S 13th Ave:

1. Plans 95% complete, finalize by July 3rd.
2. Advertise on July 3rd and Bid opening on July 15th.

NE 2nd Ave:

Popcorn project is in the administrative phase and we are awaiting authorization to proceed with design. Environmental Phase II work proceeding. Determined there are two dry wells that will require decommissioning per DEQ standards.

Wastewater Treatment Plant Improvements:

Plans 99% complete for improvements to the UV system, Effluent filtration, Scum Pumping, Biosolids Drying and RV dump station improvements. Will be working with the City to refine plans over the next few months and anticipate advertisement by the end of 2008 for construction in 2009.

Walnut Street Improvements:

Working toward agreements between all property owners for the LID to improve the street.

Parks Maintenance

By Jeff Snyder, Parks Maintenance Lead Worker

1. Issue/project: Park Renovations

- Meetings and conversations were held with the PCR team to review the progress of the Legacy Park phase one landscape renovation project. On June 12th the bids closed for phase two of the Legacy Park picnic shelter project. Four companies bid on the project, the apparent low bidder is Mowry Rebar Inc. out of Canby OR.
- At Community Park a new parking lot was constructed along the river north of the boat ramp. The new parking lot also had curbing and forty five parking stalls added.

2. Issue/Project: Park Maintenance

- May started off with lots of mowing, string trimming, edging and fertilizing. By June staff was well into adjusting and repairing irrigation systems for the summer.
- Valley Green was contracted to do weed control on the turf areas for the parks. The weed control application saves the department time as summer gets under way; we are not spending so much time mowing just weeds as things start to dry out.
- The John Deere flail mower was used to mow the Fish Eddy property, 19th Loop natural area, the Molalla Forest road walking path and the area below the Skate Park.
- Staff helped Canby Kids softball install new backstop boards on the fields at Maple St. Park. Vandalism repairs and graffiti removal occupied staff time along with shrub bed maintenance, weed spraying and pruning.
- Regular maintenance was performed at the 24 areas the Parks Department is responsible for, the Adult Center, Arneson Gardens Horticultural Park, Baker Prairie Cemetery, City
- Hall, Community Park (River), Eco Park natural area, Faist V property, Holly & Territorial welcome sign property, Hulbert's welcome sign property, Library, South Locust Street Park, Logging Road Trail and Fish Eddy/Log Boom property, Maple Street Park, Nineteenth Loop Natural area, Skate Park, Shop Ground, Swim Center, Legacy Park, Territorial Estates Future CLC Park, Transit Building, Transit Bus Stop, Triangle
- Park, Wait Park & Willow Creek Wetlands.

3. Issue/Project: City Facility Maintenance

Facilities maintenance request forms were received from City Hall (3), Transit (4), Police (2), Finance (2) and the Library (6). It took 27.5 hours to complete the 17 request forms Ronda Rozzell also had 13 hours of administrative time related to facilities maintenance. 40.5 hours total.

4. Issue/Project: Clackamas County Corrections Crews

- C.C.C.C. string trimmed, weeded and picked up debris at Community Park, Swim Center, Adult Center, Arneson Gardens and Wait Park; they also spread wood chips in the Eco Park.
- CCCC performed approximately 432 hours of labor for the City of Canby in the months of May and June.

Meetings attended:

- Ben attended the City of Canby Safety Committee meetings.
- We all attended the crew safety committee meeting.
- The crew attended Confined Space, Earth Quake Readiness, Bloodborne Pathogen, Lockout Tag-out and Fire Extinguisher training.
- I met with Canby Soccer field maintenance representative; John Vredenburg regarding field usage and equitable allocation of fields.
- I met with Mowry Rebar Inc. to discuss insurance requirements, bonding and deliver the Legacy Picnic Shelter contract.
- Attach statistics or other information of interest.
- Michael Nakano attended and passed the National Recreation and Park Association Certified Playground Safety Inspector Examination course.
- The Parks Department is responsible for 180 acres of property.
- Lynn Olson and 40 students from Baker Prairie Middle School counted and identified trees and performed an asset inventory at Community Park in May. The students participating in this project were students that could not go to outdoor school. The goal is to give them an outdoor experience while learning about the open spaces in their own community.

Wastewater Treatment Plant

By Darvin Tramel, WWTP Supervisor

Facility Operations & Maintenance & Construction:

The water quality for the months of May and June was excellent with no interruption of services or violations for either month. Adjustments were made for the summer permit and we are discharging some very excellent effluent. The foaming we experienced in March and April has subsided and the buildup of grease in the headwork's has diminished as both the collections and wastewater staffs are communicating on the cleaning of sewer lines.

During the months of May and June wastewater staff continued to assist the collections crew in working on getting bids for a radio telemetry system to fix the communication problems at Willow Creek Lift Station. Staff continued to keep up with preventative maintenance and worked on several other maintenance activities for May and June that included the following:

- Ordered new batteries for UPS
- Cut limbs away from the outfall on river
- Replaced two 15 amp breakers with 20 amp breakers on U.V system
- Installed new relay on bar screen
- Prepared old generator for auction
- Replaced diaphragms on caustic pump and secondary sludge pump
- Replaced hose on Blackmere pump
- Changed diaphragm on Primary Sludge pump
- Pulled #1 Raw Sewage Pump due to over temp, (pump was plugged with rags)
- Quality Control Services annual calibration of lab equipment
- Replaced the belt on the odor scrubber
- Routine daily maintenance, repairs, and cleaning

Construction activities for the months of May and June included two meetings with Curran & McLeod engineering to finalize the Phase III facility upgrade. The final design will be submitted to the City in early July. Also during the past two months I have worked with DEQ on the requirements necessary to comply with the DEQ Internal Management Directive (IMD) for Regulatory Mixing Zones. Due to the new regulations, the City is required to complete a new mixing zone study that will fulfill the requirements as established in the IMD. In June I completed an engineering RFP for a Mixing Zone Study, and will be bringing an Ordinance to Council in July to award the contract.

May 2008

New Connections	1	Monthly Averages	
Total Connections	5728	Effluent BOD ₅	3 mg/l
Average Flow	1.0084 mgd	Effluent CBOD ₅	1 mg/l
E. Coli	1	Effluent TSS	6 mg/l

June 2008

New Connections	2	Monthly Averages	
Total Connections	5730	Effluent BOD ₅	3 mg/l
Average Flow	0.9908 mgd	Effluent CBOD ₅	1 mg/l
E. Coli	2	Effluent TSS	4 mg/l

Biosolids Program:

In May and June the City applied 288 cubic yards of biosolids to the Hein site and 300 cubic yards to the Fraser application site. Staff completed another quarterly sampling and analysis of our Biosolids for metals, nutrients, total solids and volatile solids. There have been no odor complaints or problems reported by neighboring land owners for the last two years.

Pretreatment:

The new Sewer Use Ordinance and Industrial Pretreatment Implementation Manual are complete, approved by DEQ and reviewed by John Kelley. The documents will go to Council in July for adoption.

Pretreatment inspections for the past two months included A&W/KFC and Muchas Gracias. Interceptor pump out and cleaning inspections were completed on Muchas Gracias and Rice Time.

Storm Water:

Jeff participated in storm water plan review for SR Smith and inspected the stormwater detention pond at American Steel.

Meetings and Training Attended

I attended meetings with Oregon ACWA, the PNPC committee and Curran & McLeod Engineering, and Jeff Crowther attended a meeting with the Oregon ACWA Ground Water committee. All staff members participated in the City monthly safety meeting and completed training for PPE, Blood Borne Pathogen, Lock Out Tag Out and Confined Space.