

AGENDA

CANBY CITY COUNCIL MEETING

January 18, 2006, 7:30 P.M.

Council Chambers
155 NW 2nd Avenue

Mayor Melody Thompson

Council President Teresa Blackwell

Councilor Randy Carson

Councilor Walt Daniels

Councilor Roger Harris

Councilor Georgia Newton

Councilor Wayne Oliver

CITY COUNCIL MEETING

1. **CALL TO ORDER (City Hall - 6:30 PM – The Council will immediately go into Executive Session with the Regular Session following at 7:30 PM in the Council Chambers)**
2. **EXECUTIVE SESSION:** ORS 192.660(2)(i) Performance Evaluation of Public Officer and ORS 192.660(2)(h) Pending Litigation
3. **OPENING CEREMONIES (Council Chambers 7:30 PM)**
 - A. Pledge of Allegiance and Moment of Silence
 - B. Barbershop Singing Week Proclamation Pg. 1
 - C. Employee of the Month Presentation – December Pg. 2
 - D. Swearing In of Police Officer – Medal of Merit
4. **COMMUNICATIONS**
5. **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.)
6. **MAYOR'S BUSINESS**
7. **COUNCILOR COMMENTS & LIAISON REPORTS**
8. **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 Accounts Payable \$505,740.47
 - B. Approval of Minutes of the January 4, 2006 City Council Regular Meeting
 - C. Appointment to Parks & Recreation Advisory Board Pg. 3
 - D. Change of Ownership Liquor License Application – Mike's Place Pg. 4

9. PUBLIC HEARINGS

- A. ANN 05-06 Beck Pg. 5
- B. ANN 05-07 Netter Pg. 89

10. UNFINISHED BUSINESS

- A. Findings, Conclusion & Final Order ANN 05-05 Holmes Pg. 158

11. RESOLUTIONS & ORDINANCES

- A. Res. 914, Establishing the AIG VALIC 457 Retirement Plan as an Additional Deferred Compensation Plan for the City of Canby Employees Pg. 164
- B. Res. 915, Adopting an Intergovernmental Agreement with Clackamas County Regarding SE 2nd Avenue Street Improvement Project Pg. 167
- C. Ord. 1198, Authorizing a Contract with Canby Excavating, Inc. for the Paving of a Portion of NE 22nd Avenue in Canby (2nd Reading) Pg. 179
- D. Ord. 1199, Authorizing a Contract with HCI Industrial & Marine Coatings, Inc. for the Wastewater Treatment Plan Clarifier Coatings Repairs (2nd Reading) Pg. 181

12. NEW BUSINESS

- A. Report on Complaint Tracking Pg. 183

13. CITY ADMINISTRATOR'S BUSINESS & STAFF REPORTS

14. CITIZEN INPUT

15. ACTION REVIEW

16. 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.



Office of the Mayor

Proclamation

“Barbershop Singing Week”

WHEREAS, the Canby-based Oregon Trail Pitchpipers Barbershop Chorus is presenting their 40th Annual Show in Canby; and

WHEREAS, the Oregon Trail Pitchpipers Chorus will be performing in this great event at the Richard R. Brown Fine Arts Center and will be joined by other musical groups including “HMMMM”, the “McKenzie Touring Company”, “Northwest Spirit”, “Flashpoint” and “Flipside”; and

WHEREAS, this year’s Annual Barbershop Singing Show will be held on February 11th, 2006 with two performances starting at 2:00 P.M. and 7:30 P.M. respectively; and

WHEREAS, the City of Canby, by virtue of this proclamation recognizes the wholesome entertainment and outstanding contribution to American music made by barbershop singers everywhere over the course of our nation’s history.

NOW, THEREFORE, I, Melody Thompson, by virtue of the authority vested in me as the Mayor of the City of Canby, do hereby proclaim February 5 through February 11th, 2006 as

BARBERSHOP SINGING WEEK

In the City of Canby and urge all citizens to attend one of the two performances of the 40th Annual Barbershop Singing Show at the Richard R. Brown Fine Arts Center on February 11th, so that this form of musical entertainment and its rich heritage may be enjoyed by all.

Given unto my hand this 18th day of January, 2006 in the City of Canby, Oregon.

Melody Thompson
Mayor

**City of Canby
Employee of the Month
Nomination Form**

Name of Nominee: Roy Hester

Date: 11/22/05

Department: Streets

Nominated By: Beth Saul

Which of these criteria describes the reason for your nomination of this person?

- ☐ Improved quality
- ☐ Timely completion of a project
- ☐ Demonstrates exemplary leadership and integrity
- ☐ Excellent customer service (demonstrating exceptional customer service, an on-going commitment to customers, or innovation or creativity in customer service)
- ☐ Overcame adverse obstacles or worked under unusual conditions
- ☒ Increased program effectiveness or efficiency
- ☒ Saves the City time/money
- ☐ Improved levels of cooperation
- ☐ Exceeds performance expectations

Can you please explain in 3 or 4 more detailed sentences, why you think this person should be nominated for "Employee of the Month", especially as it relates to the item(s) you checked above. Please attach an additional sheet if necessary.

Roy should be recognized for the cost-saving way he repaved Grant this fall. He often has good ideas for saving money.

Please return this form to the Department Director of the nominee.



Department Director's Signature

12/2/05

Date

11/21/2005

City of Canby
Employee of the Month
Nomination Form

Name of Nominee: Roy Hester

Date: October 13, 2005

Department: Streets/Sewer Collections

Nominated By: John Williams

Which of these criteria describes the reason for your nomination of this person?

- ☐ Improved quality
 - ☒ Timely completion of a project
 - ☐ Demonstrates exemplary leadership and integrity
 - ☐ Excellent customer service (demonstrating exceptional customer service, an on-going commitment to customers, or innovation or creativity in customer service)
 - ☒ Overcame adverse obstacles or worked under unusual conditions
 - ☐ Increased program effectiveness or efficiency
 - ☒ Saves the City time/money
 - ☐ Improved levels of cooperation
 - ☐ Exceeds performance expectations
-

Can you please explain in 3 or 4 more detailed sentences, why you think this person should be nominated for "Employee of the Month", especially as it relates to the item(s) you checked above. Please attach an additional sheet if necessary.

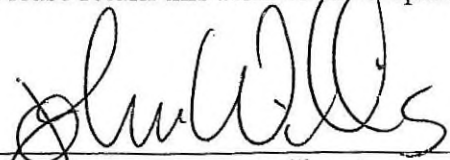
Roy and his crew have been working hard all summer long carrying out paving projects and all sorts of other tasks to keep Canby's streets and sewers in shape. The projects on N. Oak Street, NE 4th Avenue, and S. Grant Street all stand out, completed on time and on budget. His crew works efficiently and with excellent teamwork.

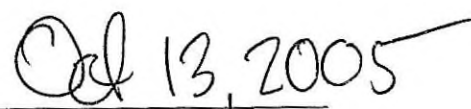
Roy recently worked with Clackamas County to negotiate a transfer agreement of SE First Avenue as a great solution to problems identified at the new intersection of First and Hazel Dell Way.

Roy has to respond to incidents on city streets at any time of the day regardless of weather. For example, last week Roy and several of his crew were called out until 1:30 AM dealing with a sewer backup.

Roy is always looking to save the city money and is an excellent guardian of limited public resources. He has been getting the job done for the City for almost three decades and deserves recognition as Employee of the Month.

Please return this form to the Department Director of the nominee.


Department Director's Signature


Date

Term to Exp. 6.30.07

**CITY OF CANBY
APPLICATION
BOARD/COMMITTEES/COMMISSIONS/COUNCIL**

RECEIVED

OCT 26 2005

CITY OF CANBY

Date: 10/18/05

Name: Brent P. Marini _____ occupation: Medical Equipment Sales

Home Address:

Employer: Dynamic Medical Systems Position: Account Rep / Office Manager

Daytime Phone: _____ Evening Phone: _____

E-Mail Address: brentm@godynami.com

For which position are you applying? Park and Recreation Advisory Board

What are your community interests (committees, organizations, special activities)? _____

I enjoy Canby as a whole. It has provided my family with a beautiful and peaceful place to raise our children. I enjoy being apart of events in the city like "Summer in The Park"; the annual car show; Christmas lighting Ceremony; The Farmer's market is great!; I love attending all of the local sporting events.

Experience and educational background:

I have graduated from high school and have two years of college. I am a former United States Marine. I have owned my own Landscaping Business. I am an avid outdoorsmen and hiker.

Reason for your interest in this position:

I would like to see a progressive focus on environments that are accessible and usable by all ages and abilities, pleasing to the eye and safe. I would like to be apart of making Canby an even more desirable place to live and to have fun in by creating these environments in an environmentally conscience and fiscally responsible way.

List any other City or County positions on which you serve or have served:

None up until now.

Information on any special membership requirements: No

Referred by (if applicable): No.

Feel free to attach a copy of your resume and use additional sheets if necessary

THANK YOU FOR YOUR WILLINGNESS TO SERVE CANBY

Please return to: City of Canby
182 N Holly Street
PO Box 930
Canby, OR 97013

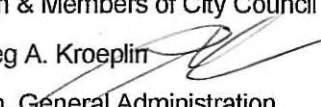
Phone: 503.266.4021 Fax: 503.266.7961

Note: Please be advised that this information may be made available to anyone upon a public records request and may be viewable on the City's web site.

9-30-05

**Interim Chief Greg A.
Kroeplin**

Memo

To: Mayor Thompson & Members of City Council
From: Interim Chief Greg A. Kroeplin 
CC: Judi Christiansen, General Administration
Date: January 5, 2006
Re: Liquor License Application / Mike's Place

I have reviewed the liquor license application completed by the new owner, Henry Hyman. I also met with Mr. Hyman at the business (404 NW 1st Avenue). Mr. Hyman told me that he would be working closely with OLCC as it relates to training for his employees on the pertinent laws involving alcohol related violations and crimes. He told me that he was going to have his employees keep a managers log of activity on a daily basis. In addition he told me that he appreciated law enforcement coming in to do "bar checks".

I recommend that the Canby City Council recommend approval of the application to the Oregon Liquor Control Commission.

RECEIVED

DEC 30 2005

OREGON LIQUOR CONTROL COMMISSION
CITY OF CANBY
LIQUOR LICENSE APPLICATION

PAID - 15.00

RECEIVED 90 DAYS



PLEASE PRINT OR TYPE

Application is being made for:

LICENSE TYPES

- ☐ Full On-Premises Sales (\$402.60/yr)
☐ Commercial Establishment
☐ Caterer
☐ Passenger Carrier
☐ Other Public Location
☐ Private Club
☒ Limited On-Premises Sales (\$202.60/yr)
☒ Off-Premises Sales (\$100/yr)
☐ with Fuel Pumps
☐ Brewery Public House (\$252.60)
☐ Winery (\$250/yr)
☐ Other: _____

ACTIONS

- ☒ Change Ownership
☐ New Outlet
☐ Greater Privilege
☐ Additional Privilege
☐ Other _____

P3604
L64234-L
64235

Applying as:

- ☐ Individuals ☐ Limited Partnership ☒ Corporation ☐ Limited Liability Company

FOR CITY AND COUNTY USE ONLY
The city council or county commission:

(name of city or county)

recommends that this license be:

Granted ☐ Denied ☐

By:

(signature)

(date)

Name:

Title:

OLCC USE ONLY

Application Rec'd by: J. Hansen

Date: 12-15-05

90-day authority: ☒ Yes ☐ No

1. Applicant(s): [See SECTION 1 of the Guide]

①

~~CHERYL L. HYMAN~~

CHRS, INC.

②

2. Trade Name (dba):

MIKE'S PLACE

3. Business Location:

404 N.W. 1ST AVE. CANBY, OR. 97013
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address:

2005 CONESTOGA LN. WEST LANE, OR. 97068
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers:

(phone)

(fax)

6. Is the business at this location currently licensed by OLCC? ☒ Yes ☐ No

7. If yes to whom:

NARDE ENTERPRISES

Type of License:

Limited/Off

8. Former Business Name:

SAVE Mike's Place

9. Will you have a manager? ☒ Yes ☐ No

Name:

Henry Hyman

(manager must fill out an individual history form)

10. What is the local governing body where your business is located?

CANBY

CLATSOP COUNTY

11. Contact person for this application:

CHERYL HYMAN

(name of city or county)

503-557-0423

407-1240

2005 CONESTOGA LN. WEST LANE, OR. 97068
(address) (fax number)

CHYMAN@ATCOMCAST.NET
(phone number(s)) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

①

Cheryl Hyman

Date

12/30/05

Date

②

Date

④

Date

1-800-452-OLCC (6522)

www.olcc.state.or.us



M E M O R A N D U M

TO: *Honorable Mayor Thompson and City Council*

FROM: *Kevin Cook, Associate Planner*

THROUGH: *Mark Adcock, City Administrator*

DATE: *January 9, 2006*

RE: *Planning Commission Recommendation on Annexation Application
(City File Number ANN 05-06 – Beck)*

Issue:

The applicant is seeking to annex a single 4.5 acre tax lot into the City of Canby. If annexed, the applicant proposes to construct 18 single family homes with vehicle access from N Pine St. The parcel currently contains one single-family residence.

Synopsis:

In a public hearing held December 12, 2005, a quorum of the Planning Commission voted 5-0 to recommend approval of the annexation to the City Council. The City Council now holds a new hearing but shall consider the Planning Commission's decision during Council deliberations. If the City Council denies the application, that decision will be final and the annexation will not be sent to Canby voters. If the application is approved, the proposal will be placed on the May 16, 2006 ballot for voters to make a final decision.

Planning Commission Recommendation:

The Planning Commission recommends that the City Council **approve ANN 05-06** and forward the application to Canby voters for a final decision.

Rationale:

The Planning Commission held a public hearing on December 12, 2005 and found that the application met the standards and criteria for annexation. The Commission adopted written findings on January 9, 2006 which include the following understandings:

Findings, Conclusions and Final Order
ANN 05-06
Page 1 of 4

1. The land is designated Priority "A" for annexation.
2. The current supply of platted residential land in Canby is estimated as follows:

R-1 Low Density	188 Lots	1.90 years
R-1.5 Medium Density	0 Lots	0.00 years
R-2 High Density	137 Lots	2.66 years

The supply of land in each category is less than the 3 year supply considered sufficient to meet the need for residential land.
3. The site is not well suited for agriculture.
4. Access is adequate to the site and will be further improved by the improvements of the roadway, including off-site improvements volunteered by the applicant, in conjunction with development.
5. The City and other affected service-providing entities have the capability to amply provide the area of the proposed annexation with urban level services upon future development.
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.
8. No natural hazards have been identified on the site.
9. The effect of urbanization of the subject property to designated open space, scenic, historic or natural resource areas is limited, in that the open space designation and requirements as found in the Parks Master Plan will be adhered to.
10. No adverse economic impacts are likely to result from the annexation of the subject property.

Background:

The subject parcel is currently zoned RRFF 5 (Rural Residential Farm and Forest) by Clackamas County. Canby's Comprehensive Plan designation of the subject parcel is R-1 Low Density Residential. If annexation is approved, City zoning for the parcel would automatically be amended to reflect the R-1 zoning in

conformance with the Comprehensive Plan.

The parcel currently contains one single family residence and a garage. The subject parcel is essentially flat. Soil on the site is suitable for residential development and is not used in agricultural production. The parcel contains no steep slopes, no apparent waterways and no natural hazards that would prevent development of the site.

The property to the north (the Willamette Grove Apartments) is within the City limits and is zoned R-2 High Density Residential. The property to the east is within the City limits and is zoned R-1 Low Density Residential. The property to the south is not within the City limits and has a Comprehensive Plan designation of Low Density Residential. The property to the west is not within the City limits and has a Comprehensive Plan designation of Low Density Residential.

The property is part of an island of county land that is surrounded by land inside the city limits. The parcel is bounded on four sides by parcels of varied development and density.

Traffic analyses and utility information included in this application are based on anticipated residential use. In considering the application, however, applicable criteria should be applied to the annexation only and not to any conceptual plan.

Note: The traffic study commissioned for the proposed annexation did not include current traffic count data at the time of the Planning Commission meeting of December 12, 2005. An updated traffic analysis with current traffic counts has since been completed and is attached. The updated traffic study does not predict any significant impacts to neighboring intersection or street performance. The study strongly suggests that coordination of access connections between the Beck property and the Holmes property directly across N Pine St. would produce the best results.

Citizen Testimony:

No written testimony has been received as of the date of this memorandum. No citizens gave testimony at the December 12, 2005 Planning Commission meeting.

Options:

1. Deny the application for annexation. The Planning Commission does not recommend this option.
2. Recommend approval of the annexation and place the proposal on the May 16, 2006 ballot for voters to make a final decision. The Planning Commission recommends this option based on the findings and reasons listed above. If the Council supports this recommendation, the following motion is appropriate:

I move that the City Council approve ANN 05-06 and request that the City Attorney return with ballot title and language appropriate to forward the final decision to Canby voters in the primary election on May 16, 2006.

Attachments:

- A: Planning Commission staff report and attachments
- B: Planning Commission Findings
- C: Traffic study
- D: Audio taped Planning Commission minutes



- STAFF REPORT -

APPLICANTS:

Norman & Jenny Beck
PO Box 638
Wilsonville, OR 97070

FILE NO.:

ANN 05-06
(Beck)

OWNERS:

Norman & Jenny Beck
PO Box 638
Wilsonville, OR 97070

STAFF:

Kevin C. Cook
Associate Planner

LEGAL DESCRIPTION:

Tax Map 3-1E-27C
Tax Lot 2500 (1.7 acres)

DATE OF REPORT:

November 28, 2005

LOCATION:

1732 N Pine St.
The parcel is located south of Territorial Rd,
east of Pine St. and west of Logging Rd. Trail

DATE OF PC HEARING:

December 12, 2005

COMPREHENSIVE PLAN DESIGNATION:

R-1 Low Density Residential

ZONING DESIGNATION:

Rural Residential Farm and Forest
(Clackamas County RRFF 5)

I. APPLICANT'S REQUEST:

The applicant is seeking to annex a single 4.5 acre tax lot into the City of Canby. If annexed, the applicant proposes to construct 18 single family homes with vehicle access from N Pine St. The parcel currently contains one single-family residence.

II. MAJOR APPROVAL CRITERIA:

The Planning Commission forms a recommendation that the City Council may consider while conducting a public hearing. If the City Council recommends approval of the application, the annexation is placed before the voters at the next 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;
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. The full text of the annexation criteria can be found in Section 16.84.040 of the Land Development and Planning Ordinance.

III. FINDINGS:

A. Background and Relationships:

The subject parcel is currently zoned RRFF 5 (Rural Residential Farm and Forest) by Clackamas County. Canby's Comprehensive Plan designation of the subject parcel is R-1 Low Density Residential. If annexation is approved, City zoning for the parcel would automatically be amended to reflect the R-1 zoning in conformance with the Comprehensive Plan.

The parcel currently contains one single family residence and a garage. The subject parcel is essentially flat. Soil on the site is suitable for residential development and is not used in agricultural production. The parcel contains no steep slopes, no apparent waterways and no natural hazards that would prevent development of the site.

The property to the north (the Willamette Grove Apartments) is within the City limits and is zoned R-2 High Density Residential. The property to the east is within the City limits and is zoned R-1 Low Density Residential. The property to the south is not within the City limits and has a Comprehensive Plan designation of Low Density Residential. The property to the west is not within the City limits and has a Comprehensive Plan designation of Low Density Residential.

The property is part of an island of county land that is surrounded by land inside the city limits. The parcel is bounded on four sides by parcels of varied development and density.

Traffic analyses and utility information included in this application are based on anticipated residential use. In considering the application, however, applicable criteria should be applied to the annexation only and not to any conceptual plan.

B. Comprehensive Plan Consistency Analysis

ii. Urban Growth

GOAL: 1) TO PRESERVE AND MAINTAIN DESIGNATED AGRICULTURAL AND FOREST LANDS BY PROTECTING THEM FROM URBANIZATION.

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.**

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.

Analysis: Annexation of the subject property is the first step toward urban development and provision of urban services. According to the Comprehensive Plan this property is designated priority "A" for annexation.

Implementation Measure A of this policy states:

"Urban facilities and services must be adequate in condition and capacity to accommodate the additional level of growth, as allowed by the City Comprehensive Plan prior to, or concurrent with, the land use changes".

Existing utilities are sufficient to serve the subject parcel with urban level services. The subject parcel is a small property essentially surrounded by urban level services at or near the site. Utility issues are discussed further in the Public Facilities and Services section below.

Implementation Measure D of this policy states:

"The adopted maps showing growth phasing shall be used as a **general guideline** for the City's outward expansions. Areas designated as Type "A" urbanization lands shall generally be annexed prior to those areas shown as Type "B", etc..."

The parcel meets criteria for both phasing of growth and nature of size and use. The parcel is small part of an island of county land that is not engaged in agricultural production. The parcel is also designated as priority "A" for annexation, indicating that it should be considered before other lands designated priority "B" and "C".

iii. 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.

Analysis: Implementation Measure B of this element states, "Carefully analyze the need for additional property within the City limits or in light of underutilized incorporated property, prior to the annexation of additional land." Annexation of this parcel would permit future development according to the Comprehensive Plan. The proposal would bring 4.47 acres of land into the City under R-1 Low Density Residential zoning. See also the enclosed Buildable Lands Analysis.

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

Analysis: Request for comments have been sent to all public facility and service providers (see discussion under Public Services Element).

iv. Environmental Concerns Element

GOAL: **1) TO PROTECT IDENTIFIED NATURAL AND HISTORICAL RESOURCES.**

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.

Analysis: The majority of the surrounding parcels are used in residential development. The subject parcel is also committed to residential development and is not used for agricultural production.

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

Analysis: Implementation Measure B of this element states, "Carefully analyze the need for additional property within the City limits or in light of underutilized incorporated property, prior to the annexation of additional land."

Goal #2 addresses the need for buildable land in Canby. Canby generally considers a 3 year supply of buildable lands (for each residential zoning district) to be sufficient; The City Council has determined that only platted lots and/or approved units should be included in the calculations; annexed land that has not been subdivided will not be included in the analysis. The Council has also determined that annexations that will significantly exceed the 3-year supply would not meet the annexation criteria for need.

Based on the number of vacant platted lots in the R-1 zoning district, the total supply of buildable lands available for low density residential development is 1.9 years. The proposed annexation would potentially add 19 new lots at the time of final subdivision plat approval. The new lots would bring the buildable lands supply total to 2.09 years when added to today's availability.

For this policy, implementation measures C and D also apply to annexations. Measure C gives direction to "encourage growth into areas where land is fragmented into small parcels which are not conducive to productive agricultural use." Measure D gives direction to "review annexation proposals in light of the growth phasing strategies of the Urban Growth Element."

The subject parcel is not involved in agricultural production and is surrounded by residential uses. The property is also designated priority "A" for annexation, giving it precedence over larger agricultural uses.

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

Analysis: Public facilities and service providers did not express any storm-water concerns with this proposal.

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

Analysis: The subject property does not fall within a hazard zone as identified by the Comprehensive Plan. There are no steep slopes and no identified flood prone areas. There are no wetlands and there are no historic sites on the property. Existing trees may be considered significant wildlife habitat in the areas anticipated for development.

v. Transportation Element

GOAL: TO DEVELOP AND MAINTAIN A TRANSPORTATION SYSTEM WHICH IS SAFE, CONVENIENT AND ECONOMICAL.

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.

Analysis: Canby Police and Fire districts were sent a Request for Comments. Neither agency expressed concerns with access to the site.

v. 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.

Policy #1: Canby shall work closely and cooperate with all entities and agencies providing public facilities and services.

Analysis: All public facility and service providers were sent a "Request for Comments" regarding this application. Responses were received from the waste water treatment plant, Canby Telephone, the City Engineer, Police,

All Service Providers indicate that services are available to serve the proposed annexation and subsequent development.

Citizen Comments: *As of the date of this report, no citizen comments had been received by the City.*

Traffic Analysis: *A traffic analysis has been prepared for the proposed annexation. The analysis does not predict any excessive impacts onto local streets and intersections. A more in depth traffic study is forth coming and will be available at the time of the City Council review of the proposed annexation.*

vii. Economic Element

GOAL: TO DIVERSIFY AND IMPROVE THE ECONOMY OF THE CITY OF CANBY.

Policy #4: Canby shall consider agricultural operations which contribute to the local economy as part of the economic base of the community and shall seek to maintain these as viable economic operations.

Analysis: *The subject property is not currently used in agricultural production and is not likely to be used for any type of agricultural production. The subject parcel is designated Priority "A" for annexation and can be served by urban level services upon development.*

viii. Housing Element

GOAL: TO PROVIDE FOR THE HOUSING NEEDS OF THE CITIZENS OF CANBY.

Policy #1: Canby shall adopt and implement an urban growth boundary which will adequately provide space for new housing starts to support an increase in population to a total of 20,000 persons.

Analysis: *This property is within the City's Urban Growth*

Boundary and, as such, is intended to be available for development at some point within the next 20 years. The parcel also provides an opportunity to provide affordable housing while infilling vacant land inside the city limits.

Conclusion Regarding Consistency with policies of Canby's Comprehensive Plan:
This application is clearly consistent with many of the Comprehensive Plan policies for annexation. The provision of Public Facilities and Services may warrant discussion regarding eventual access to the parcel. Typically, public facilities and services are also dealt with at the time of development and staff recommends that this remain the case.

C. Evaluation Regarding Annexation Consideration 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.

Analysis: The subject parcel is designated priority "A" for annexation.

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

Analysis: The City of Canby monitors residential land supplies in order to determine the City's general need for buildable land. The "need" for developable land is a function of total supply and actual lands platted for development (see Buildable Lands Analysis for current land supplies).

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

Analysis: The property is a fragmented parcel of non-farm land islanded by parcels already inside the city limits. The property is also designated priority "A" for annexation, thereby reserved for urban development before other properties considered priority "B" and "C".

4. Access shall be adequate to the site.

Analysis: Access to the site will require street improvements at the time of development. Current access at N Pine Street is sufficient to serve the needs of annexation and development on the site.

5. Adequate public facilities and services shall be available to service the

potential (or proposed) development.

Analysis: Public facility and service providers indicate that services are currently available at the site or will become available through development to serve the needs of the subject parcel.

6. Compliance with other applicable city ordinances or policies.

Analysis: The purpose for this criterion is to ensure that the annexation application is in compliance with City policies that are not specifically addressed in the rest of the criteria. Staff believes the application meets other applicable city ordinances and policies, as discussed in the analysis above with relation to Comprehensive Plan 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.).

Analysis: The application complies with the applicable sections of Oregon Revised Statutes Chapter 222.

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

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

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

Analysis: There are no "specially designated" open spaces, scenic or historic areas identified on the subject property.

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

Analysis: The annexation of this property would not have a significant adverse affect on the short term economic, social and physical environment of the community. Annexation and development of the parcel would provide temporary employment during construction and would provide approximately eighteen long-term residences.

IV. CONCLUSION

Staff hereby concludes that the proposed annexation meets the requirements of the standards and criteria included in the Canby Land Development and Planning Ordinance, Section 16.84.040.

V. RECOMMENDATION

Based upon the findings and conclusions contained in this report and without benefit of a public hearing, staff recommends that the Planning Commission recommend approval of **ANN 05-06** to the City Council, with the addition of the following understandings.

1. The zoning classification for the property will be R-1 Low Density Residential.
2. All service connections, recording costs and future development costs are to be borne by the applicant and/or the property owners.
3. All City and service provider regulations shall be adhered to at the time of connection to services and/or upon future development.
4. Public utility easements are normally conditioned as a part of new development. As no new development is proposed, sidewalks and utility easements will be required upon any future land use application including subdivision approval, Site and Design Review approval and/or issuance of a building permit or other application for development.
5. Any costs associated with the annexation election **not already** covered by an initial deposit shall be the responsibility of the applicant and/or property owner. Elections costs shall be payable upon receipt of an itemized billing from the City of Canby.

Exhibits:

1. Applicant's package
2. Responses to requests for comments
3. Buildable Lands Analysis
4. Traffic Analysis

Approved 5-0

**CITY OF CANBY
ANNEXATION APPLICATION**

Fee: See last page
Election Costs Deposit: \$2,500.00
Process Type IV

OWNERS

APPLICANT**

Name: Norman & Jenny Beck

Name: Same as owner

Address: PO Box 638

Address:

City: Wilsonville State: OR Zip: 97070

City: State: Zip:

Owners Signature:

Phone: 503-936-4715

DESCRIPTION OF PROPERTY

Address: 1732 N. Pine Street

Tax Map: T3S,R1E,Seaction

27C

Tax Lot(s): 2500

Lot Size: 4.5 (Acres/Sq.Ft.)

Existing Use: One single family home and garage.

Proposed Use: Annexation for future R-1 low density residential

Existing Structures: One single family home and garage

ZONING: **Proposed: City R-1**
Current: County RRFF-5

COMPREHENSIVE PLAN DESIGNATION: **LDR Low Density Residential**

PREVIOUS LAND USE ACTION (if any):

FOR CITY USE ONLY

File # :

Date Received:

By:

Completeness:

Pre-App Meeting:

Hearing Date:

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

Application for Annexation

Applicant/Owner	Norman & Jenny Beck P.O. Box 638 Wilsonville, OR 97070 (503) 936-4715
Representative	Sisul Engineering, Inc. 375 Portland Avenue Gladstone, OR 97027 (503) 657-0188 Contact: Pat Sisul
Location	1732 N. Pine Street South of Territorial Road and east of Pine Street
Legal Description	Tax Lot 2500, Sec. 27, T3S R1E WM (Assessor Map 3 1E 27C)
Zone	County: RRFF-5 Proposed City: R-1
Site Size	4.47 Acres
Proposal	Annexation of approximately 4.47 Acres.

PROPOSAL

The applicant proposes annexation of 4.47 Acres with zoning of R-1, Low Density Residential. Annexation will allow, in theory, the development of nineteen new single family residences as shown on the conceptual preliminary plan. However, the present land owners are the third generation of the family that has owned this property and the fourth generation (son of the owners) now occupies the residence. The land owners' hope is to partition the land so that the house and an acre can be conveyed to the son. No further development is envisioned by the present owner for the near term future.

SITE DESCRIPTION

The site is south of Territorial Road and east of Pine Street. It is part of a remnant of County land that is nearly surrounded by the City of Canby.

The site has frontage on North Pine Street and the Molalla Logging Road. It is south of the Willamette Grove Apartments. South and west of the site are several other large lots that remain unannexed.

The site is presently occupied by a single residence and several outbuildings.

The site is very nearly flat, with no identified natural resources or physical hazards.

Public sewer and water are available to the site in N. Pine Street. Public storm drainage system is available through a connection to the North Redwood Storm Drain, Advanced Financing District, located in the Logging Road (trail) right of way.

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

- 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 "RRFF-5" by Clackamas County, a rural residential zone. The site is not being used for commercial agricultural purposes and is too small for a viable farm. The soil type identified for the site is primarily "Canderly Sandy Loam," with some Latourell Loam along the east boundary. Both soils are 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 immediately south of land within the City limits that has been developed with apartments. This is an area that is in the process of converting to urban uses, where public utilities are available. 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 generally available to the site.

Public sewer and water are available in Pine Street. The applicant has been advised that the City has adequate capacity to serve the site. Storm water will be directed to the North Redwood Storm Drain.

Public schools are required by law to provide for students within the district. Schools in the City are generally nearing or over capacity. The School District has advised that existing schools will be over-capacity without a new middle school funded by a bond issue that was passed by voters. The school is presently under construction and expected to open for students in the fall of 2006.

The following schools would serve the site: Knight Elementary, Ackerman Middle School, and Canby High School. Knight has a capacity of 575 students, and a current enrollment of 506. The middle school has a capacity of 1,070 and a current enrollment of 1,028. The high school has a capacity of 1,660 and a current enrollment of 1,745.¹ Note that the school district will realign boundaries when the Baker Prairie Middle School opens in September, 2006.

With the complex approval processes required for annexations and land development, it is likely that new lots will not become available until late 2006 or early 2007. New

¹ Enrollment figures are taken from the "Oregon Department of Education October 1 Enrollment Summary 2004-2005", from the ODE web-site, dated 10/27/05.

homes will likely not be constructed before 2007 or early 2008, so new students from this property would not attend area schools until at least the fall of 2007 and more likely, spring or fall of 2008. However, these time lines only apply if an actual development proposal is submitted, and a full development of a subdivision at this time is not the intention of the present owners.

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 currently has about a two-year supply of buildable land.² The annexation proposed by this application would add 18 lots or about 2.16 months to the buildable land supply.

The current supply of "Buildable land" does not translate immediately into lots available for development. The process of transformation through platting, construction of improvements, etc. can take a year or more, with the timing dependent on the weather and other factors.

The proposed annexation would add approximately 4.47 Acres, potentially adding 18 lots or about a 2.16 month's supply of buildable land. However, the annexation would not be finalized until a public vote occurred in May, 2006. An application for subdivision, construction plans, and final plat would likely not be approved until late 2006 or 2007. Construction might begin in the spring 2007 but could be delayed until fall or early in 2008. It is likely that new dwellings in the proposed annexation site would not become available until summer of 2007 at the earliest—more than a year and a half from now. 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.

If annexed, this property would add approximately 2.16 months to the buildable land supply and, when subdivided, an equivalent time period to the platted land supply. The new lots would become available in late 2006 or 2007, at a point when the currently projected "two year supply" is likely to have substantially diminished.

The site is located in an area that is currently developing and where public facilities are available. A traffic signal at Territorial and Highway 99E is required under any

² The average build-out is about 100 dwellings per year in the R-1 Zone (8.3 units per month). Calculations are based on a June, 2005 Staff Report.

circumstances and is funded, with construction expected to begin in April, 2006. 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, other than schools, which have posed a chronic problem for the community. However, construction of the new middle school will alleviate most current problems.

A traffic problem has been identified at the intersection of Territorial and Highway 99E, and a project is funded for construction, expected to in April, 2006.

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: The site is presently part of an area that is, for practical purposes, surrounded by city land and its ultimate destiny was settled with establishment of the Urban Growth Boundary and annexation priority system. The site is not used for agricultural purposes and is not large enough, by itself, to be a viable farm. No natural or historic resources will be affected by the annexation.

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: Agricultural land and uses will not be affected by the proposal for annexation.

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 by directing run-off to the North Redwood Storm Drain.

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: Territorial Road is classified as an Arterial by the Transportation System Plan. A signal is proposed for the intersection of Territorial and Highway 99E, facilitating vehicular movements in the area. The applicant would expect to construct the street frontage to "urban" standards to accommodate anticipated traffic at the time of any future development.

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 conceptual layout for the site is included with this application, showing how new streets can be extended and connected to existing streets east of N. Pine Street.

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.

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. The annexation would add 4.47 acres to the City's supply of available, buildable land, approximately a 2.16 months' supply. 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 2.16 months' supply of buildable land in the R-1 zone (based on City projections of annual need for dwellings) that would become part of the available land supply within the City limits for use in 2006 through 2007, 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: The land is not used for agriculture. It consists of one tax lot, approximately 4.47 Acres in area. The site, by itself, would probably not constitute a viable farm, given its size and the constraints posed by adjacent residential land uses.

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

Response: The site fronts N. Pine Street and is approximately 500 feet south of Territorial Road.

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.

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 nearly flat. 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 of approximately 4.47 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.

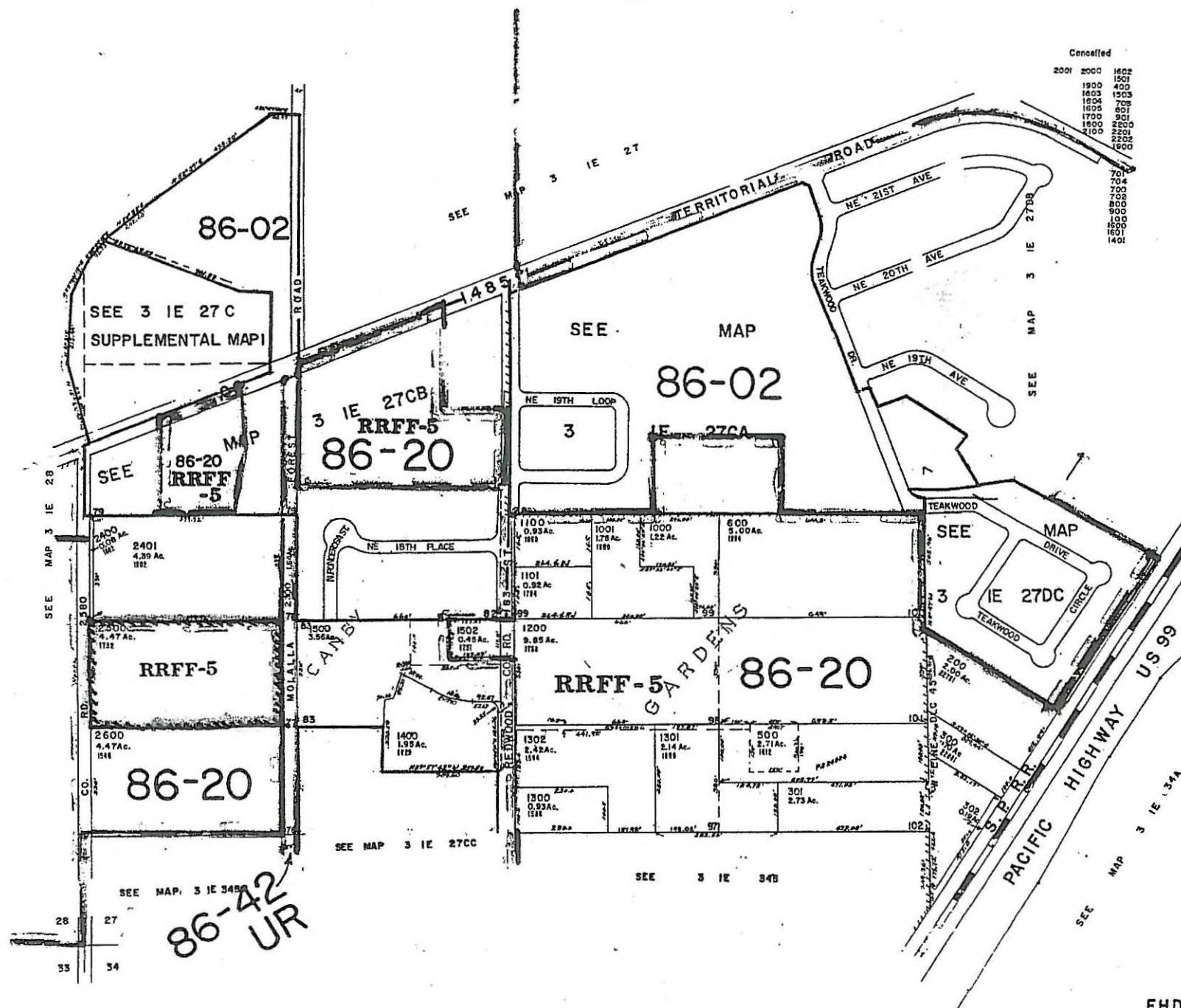
Conclusion: The criteria of Section 16.84.040 are satisfied, as demonstrated by the foregoing narrative.

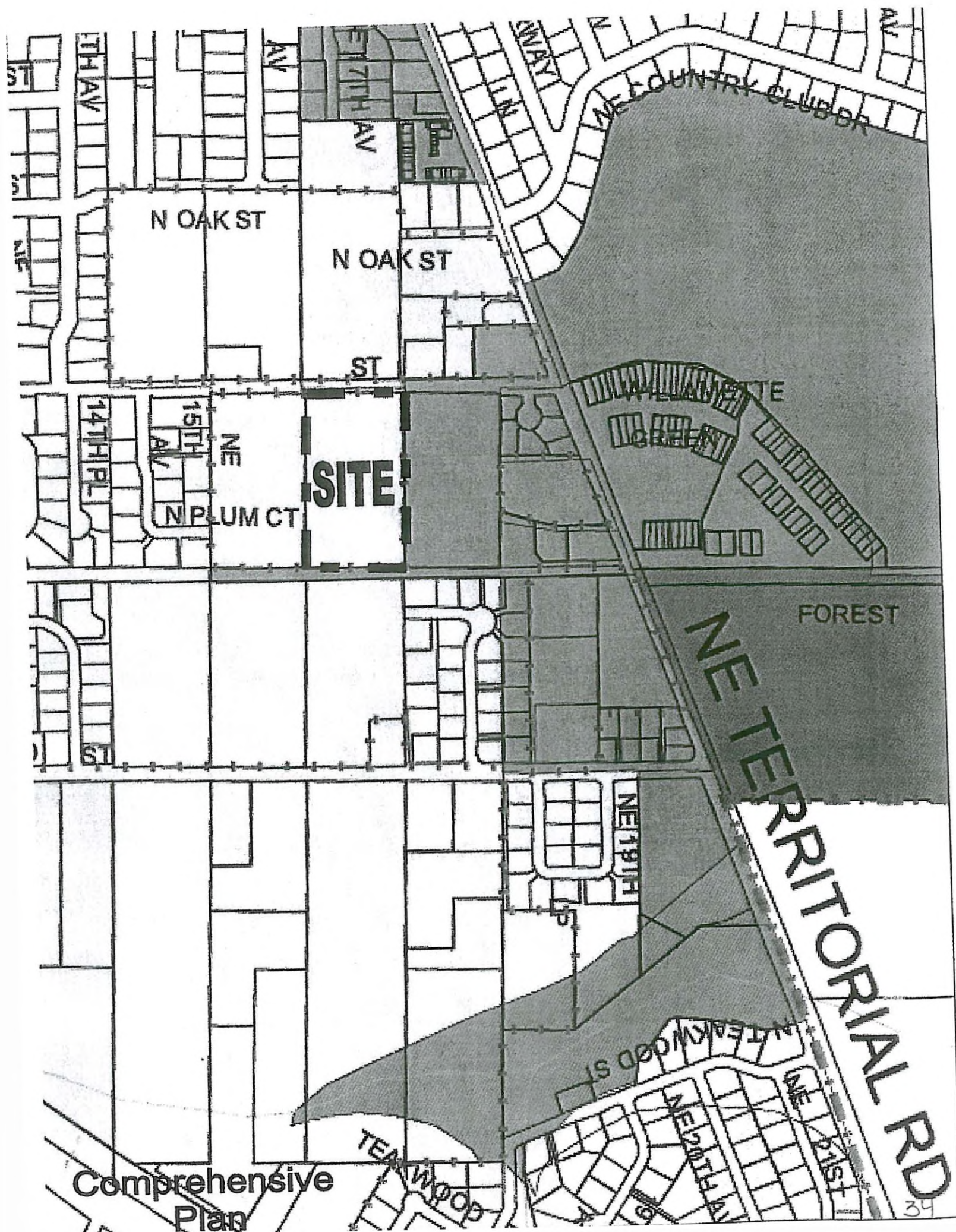
Conclusion

The foregoing narrative describes a proposal for annexation of 4.47 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.

**VICINITY,
ASSESSOR &
COMPREHENSIVE
PLAN MAPS**

Cancelled		
2001	2000	1601
		1501
	1900	400
	1803	1503
	1804	703
	1605	601
	1700	901
	1800	2201
	2100	2201
		2203
		1900
		701
		704
		700
		702
		800
		900
		100
		1800
		1601
		1401





LEGAL DESCRIPTION

LEGAL DESCRIPTION FOR ANNEXATION

October 27, 2005

TRACT 77, CANBY GARDENS, PLAT NO. 230, IN THE SOUTHWEST ONE QUARTER OF SECTION 27, T3S R1E, W.M., CITY OF CANBY, STATE OF OREGON MORE PARTICULARLY DESCRIBED AS FOLLOWS.

BEGINNING AT A POINT 50 FEET WEST OF THE SOUTHEAST CORNER OF TRACT 77, CANBY GARDENS, THENCE ALONG THE SOUTH LINE OF THE SAID TRACT N89°55'49" W 589.90 FEET TO A POINT IN THE EAST RIGHT OF WAY LINE OF NORTH PINE STREET, COUNTY ROAD NO. 2580; THENCE ALONG THE SAID RIGHT OF WAY LINE, N 00°01'58" W 329.97 FEET TO A POINT IN THE NORTH LINE OF TRACT 77; THENCE ALONG THE SAID NORTH LINE, S 89°55'41" E 589.99 FEET TO A POINT IN THE WEST RIGHT OF WAY OF THE MOLALLA LOGGING ROAD; THENCE ALONG THE SAID RIGHT OF WAY LINE, S 00°01'00" E 329.95 FEET TO THE POINT OF BEGINNING. CONTAINING 4.47 ACRES MORE OR LESS.

NEIGHBORHOOD MEETING

October 4, 2005

RE: Neighborhood Meeting – Proposed Annexation
1732 N. Pine Street – Tax Lot #2500, T3S, R1E, Section 27C

Dear Resident,

You are invited to attend the regularly scheduled Northeast Neighborhood Association neighborhood meeting to discuss the proposed annexation of one parcel along North Pine Street in Canby. The meeting will occur beginning at 7pm on Thursday, October 20, 2005 at the Willamette Green community building, located at 1200 NE Territorial Road, near the intersection North Pine Street & Territorial Road.

The property proposed for annexation is a 4.5-acre parcel located at 1732 N Pine Street, east of Pine Street, west of the Logging Road trail, and directly south of the Willamette Grove Apartment complex. The City of Canby Comprehensive Plan identifies this parcel as low-density residential R-1, although no development is proposed at this time. We will provide general information concerning the proposed annexation and will be happy to answer any questions that you may have.

Thank you for your time and we look forward to seeing you at the meeting.

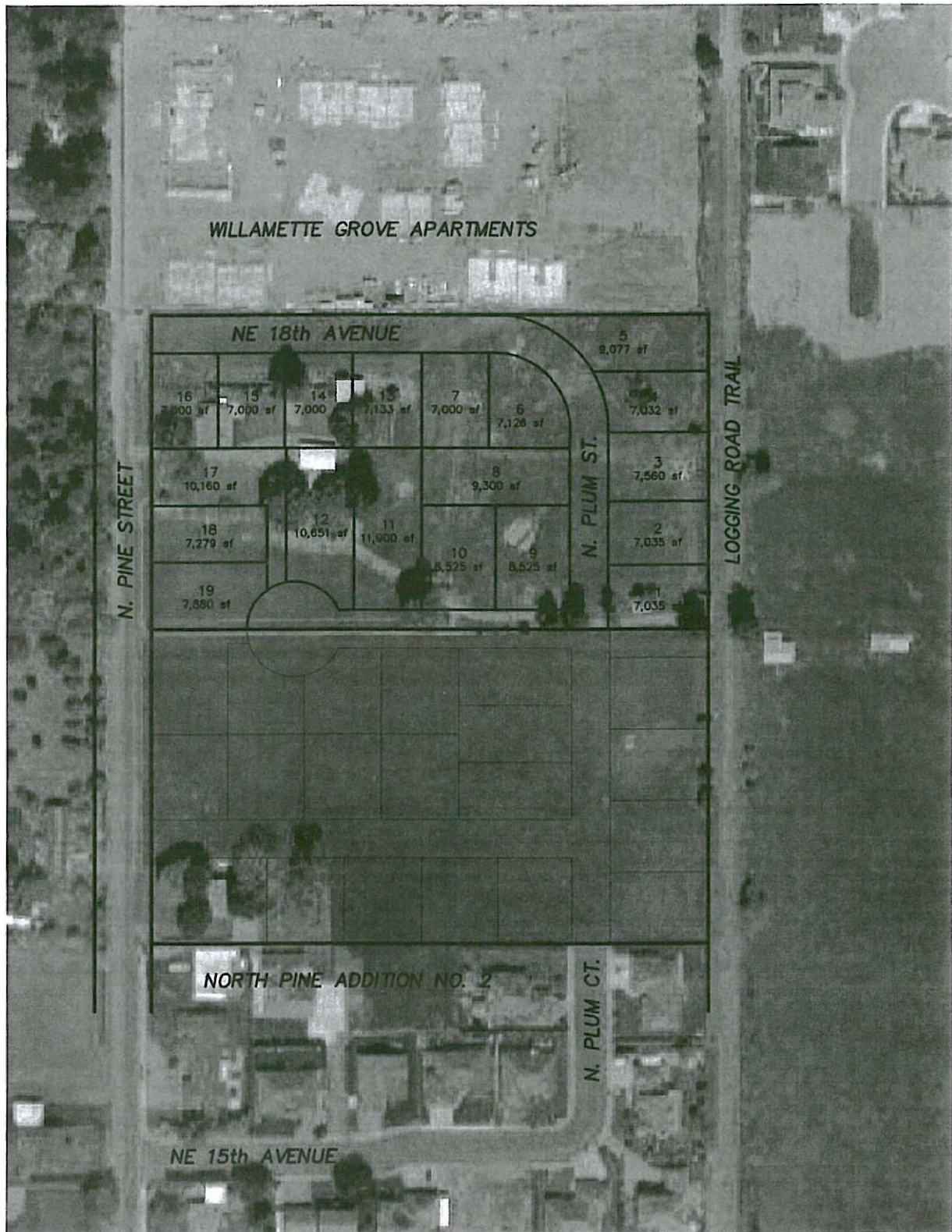
Sincerely,

Norman & Jenny Beck, property owners
Pat Sisul, Sisul Engineering

TOPOGRAPHIC & BOUNDARY SURVEY

John, Since we aren't having much luck reaching each other by telephone, I'm going back to email. Norman Beck is proposing to annex 4.5 acres along North Pine, north of 15th Avenue and south of the Willamette Grove Apartments. We will submit this application by October 31 for the May ballot. He has no plans to develop the property, other than he wants to partition it so that his son can buy the home onsite and have about an acre surrounding it. However, we've prepared the attached conceptual development plan so that we can get a traffic study going. Besides his parcel, there is one other parcel to the south that is undeveloped. I've prepared a conceptual layout for both parcels showing how they could develop if they were combined into one application. It looks as though 19 lots would be the maximum potential from Norman's 4.5 acre parcel. Please coordinate with Lancaster Engineering and let me know the fee amount for the study. Later today or Monday, we'll send you a conceptual plan for Nick Netter's annexation on South Fir Street so we can get the traffic study going on that one as well. Thank you.

Patrick Sisul, P.E.
Sisul Engineering
Phone (503) 657-0188
Fax (503) 657-5779
patsisul@sisulengineering.com



WILLAMETTE GROVE APARTMENTS



**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: November 17, 2005

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	<input type="checkbox"/> CLACKAMAS COUNTY
<input type="checkbox"/> CITY ENGINEER	<input type="checkbox"/> CANBY SCHOOL DISTRICT
<input type="checkbox"/> CTA	<input type="checkbox"/> OREGON DEPT. TRANSPORTATION
<input type="checkbox"/> NW NATURAL	<input type="checkbox"/> ODOT/REGION 1/DIST 2B
<input type="checkbox"/> WILLAMETTE BROADBAND	<input type="checkbox"/> STATE OF OREGON/REVENUE
<input type="checkbox"/> CANBY DISPOSAL	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> PGE	<input type="checkbox"/> OTHER _____

The City has received ANN 05-06 (**Beck**), an application by Norman and Jenny Beck requesting to annex 4.47 acres into the City of Canby. The property is located at 1732 N Pine Street; south of Territorial Road and east of Pine Street. If annexed the parcel would be zoned R-1 (Low Density Residential) in conformance with Canby's Comprehensive Plan. If approved, the applicant proposes to construct 19 single family residences within the area to be annexed.

Please review the enclosed application and return comments to **Kevin Cook** by **Wednesday, November 30, 2005**. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

there is no Public Storm System located in Logging Road TRAIL.

There is no Public Sewer in N. Pine at 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: Doug Hester Date: 30 Nov 05

Title: P.W. Supervisor Agency: City



CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: November 17, 2005

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"/> [REDACTED]	<input type="checkbox"/> TRAFFIC SAFETY COMMITTEE
<input type="checkbox"/> WWTP	<input type="checkbox"/> CLACKAMAS COUNTY
<input type="checkbox"/> CITY ENGINEER	<input type="checkbox"/> CANBY SCHOOL DISTRICT
<input type="checkbox"/> CTA	<input type="checkbox"/> OREGON DEPT. TRANSPORTATION
<input type="checkbox"/> NW NATURAL	<input type="checkbox"/> ODOT/REGION 1/DIST 2B
<input type="checkbox"/> WILLAMETTE BROADBAND	<input type="checkbox"/> STATE OF OREGON/REVENUE
<input type="checkbox"/> CANBY DISPOSAL	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> PGE	<input type="checkbox"/> OTHER _____

The City has received ANN 05-06 (Beck), an application by Norman and Jenny Beck requesting to annex 4.47 acres into the City of Canby. The property is located at 1732 N Pine Street; south of Territorial Road and east of Pine Street. If annexed the parcel would be zoned R-1 (Low Density Residential) in conformance with Canby's Comprehensive Plan. If approved, the applicant proposes to construct 19 single family residences within the area to be annexed.

Please review the enclosed application and return comments to Kevin Cook by Wednesday, November 30, 2005. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

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: _____

Title: _____

Agency: _____

45

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: November 17, 2005

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"/> CANBY DISPOSAL	<input type="checkbox"/> CANBY BUSINESS REVITALIZATION
<input type="checkbox"/> CITY ATTORNEY	<input type="checkbox"/> PARKS AND RECREATION
<input type="checkbox"/> BIKE AND PEDESTRIAN COMM	<input type="checkbox"/> CITY TRANSPORTATION ENGINEER
<input type="checkbox"/> PGE	<input type="checkbox"/> OTHER _____

The City has received ANN 05-06 (Beck), an application by Norman and Jenny Beck requesting to annex 4.47 acres into the City of Canby. The property is located at 1732 N Pine Street; south of Territorial Road and east of Pine Street. If annexed the parcel would be zoned R-1 (Low Density Residential) in conformance with Canby's Comprehensive Plan. If approved, the applicant proposes to construct 19 single family residences within the area to be annexed.

Please review the enclosed application and return comments to Kevin Cook by Wednesday, November 30, 2005. Please indicate any conditions of approval you wish the Commission to consider. 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

Gary Kordenat
Canby Electric
City Shops

Signature: Gary Stockwell Date: 11-30-05

Title: Line Foreman Agency: Canby Utility Elect. 46

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Comments or Proposed Conditions:

A TRAFFIC STUDY IS BEING PREPARED FOR THIS PROJECT. AT THIS TIME,
NO ISSUES HAVE BEEN IDENTIFIED FOR THE PROPOSED ANNEXATION.

Please check one box and sign below:

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Signature:

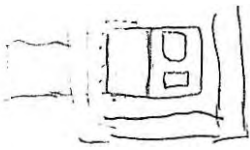


Date: 28 NOV 05

Title: TRANSPORTATION ANALYST

Agency: LANCASTER ENGINEERING

47



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Signature: Darwin Tramel Date: 11/29/05

Title: Superior WWTP Agency: WWTP 48

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Comments or Proposed Conditions:

PLEASE SEE ATTACHMENT FOR DEVELOPMENT FEES.

Please check one box and sign below:

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Signature: _____

Date: _____

11.23.05

Title: _____

ASSOCIATE ENG.

Agency: _____

CTA

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Comments or Proposed Conditions:

Sewer CAPACITY is AVAILABLE in Accordance with the City Wastewater Collection system Master plan, December, 1999
Traffic Study should be required to address traffic impacts.

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Signature: _____

Date: *November 23, 2005*

Title: _____

Agency: *Curran-McLeod, Inc*

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Signature: Van Fagan **Date:** 11-30-05

Title: chief **Agency:** Police 51

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Comments or Proposed Conditions:

No traffic problems seen at this time.

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Signature: Maureen Elmore **Date:** 11-30-05

Title: Chairman **Agency:** Traffic Safety Comm 52

Buildable Lands Inventory - October 28, 2005

Residential lands platted

R-1 Low Density Residential

<i>Property Owner</i>	<i>Tax Map</i>	<i>Tax Lot</i>	<i>Size (acres)</i>	<i>Zoning</i>	<i>Units</i>	<i>Units Built</i>	<i>Units Available</i>
Walnut Crossing - Netter	3 1E 27 DB	602/700	2.98	R-1	11	3	8
Burbank Estates	3 1E 28CD	1400	3.9	R-1	20	6	14
Knights Bridge Estates (Dupont)			13	R-1	30	0	30
Willow Creek Estates - Postlewait I	3 1E 27C	1500	4.47	R-1	31	17	14
Willow Creek Estates - Postlewait II	3 1E 34B	800	4.9	R-1	0	0	0
Auburn Farms (Simnitt) - Phase I			5	R-1	26	11	15
Auburn Farms (Simnitt) - Phase II			14	R-1	53	0	53
Tofte V			1.12	R-1	4	1	3
Knutson			1.42	R-1	7	0	7
Kraft Place			0.83	R-1	4	0	4
Miscellaneous Other Lots				R-1	40	0	40
R-1 Total Lots			51.62		226	38	188

5 year average

99 units/year = 1.899 years

R-1.5 Medium Density Residential

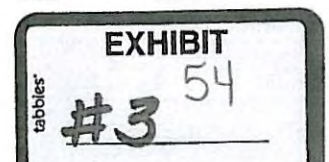
<i>Property Owner</i>	<i>Tax Map</i>	<i>Tax Lot</i>	<i>Size (acres)</i>	<i>Zoning</i>	<i>Units</i>	<i>Units Built</i>	<i>Units Available</i>
Township Trail				R-1.5	5	5	0
Sequoia Place	4 1E 04 CA	1200	1.89	R-1.5	12	12	0
R-1.5 Total Lots			1.89		17	17	0

5 year average

2.8 units/year = 0 years

R-2 High Density Residential

<i>Property Owner</i>	<i>Tax Map</i>	<i>Tax Lot</i>	<i>Size (acres)</i>	<i>Zoning</i>	<i>Units</i>	<i>Units Built</i>	<i>Units Available</i>
Marnella - Garden Crossing	3 1E 34B	200	4.67	R-2	55	55	0
Valentine Meadows				R-2	16	16	0
Apollo Homes	4 1E 05	401	14.21	R-2	136	32	104
Pine Place				R-2	4	0	4
Bristol			0.3	R-2	4	0	4
Pine Station			0.97	R-2	11	0	11
Territorial Road Townhomes			0.91	R-2	14	0	14
R-2 Total Lots			18.88		207	103	137





December 5, 2005

Kevin Cook
City of Canby
170 NW 2nd Avenue
Canby, OR 97013

RE: Beck Annexation Preliminary Traffic Study

Dear Kevin:

We have prepared this letter for the annexation of the Beck property on N Pine Street. Since the traffic study for this project has not been completed at this time, we have conducted a preliminary analysis to estimate the impact of the annexation.

The property is located on the east side of Pine Street south of the Willamette Grove apartments. The Holmes property opposite the site (on the west side of Pine Street) is also proposed for annexation. The impact of the site will be discussed in this preliminary report; the Holmes property has been reviewed in a separate letter. However, as both properties are opposite each other, some discussion of both sites is necessary.

The City's Transportation System Plan shows the volumes on Pine Street are about two-thirds of the volumes on Maple Street. A traffic study was recently prepared for the Holmes annexation project, which analyzed an intersection on Maple Street. Traffic volumes on Pine Street were estimated based on the traffic counts from Maple Street.

Annexation of the Beck property would allow a maximum of 23 single-family homes to be built on the property. Based on the trip rates from ITE land-use code 210, *Single-Family Detached Housing*, the annexation could generate a total of 17 trips during the morning peak hour, 23 trips during the evening peak hour and 220 trips during an average weekday.

The distribution of the site trips was based on the trip distribution derived for the Holmes property opposite the site.

A preliminary capacity analysis was conducted for the estimated volumes at the site access. The results of the analysis showed the site access was forecast to operate at level of ser-