

APPROVED

**MINUTES
CANBY PLANNING COMMISSION**

*Special Meeting
May 16, 1994
7:30 p.m.*

I. ROLL CALL

Present: Vice-Chair Mihata, Commissioners Ewert, Wiegand, Maher and Gustafson

Staff Present: James Wheeler, Assistant Planner; and Joyce Faltus, Secretary.

Others Present: Jim Hefflinger, Wayne M. Askew, Sandy Askew, Paulette Hefflinger, Pat Sherman, Charlie Stinson

II. MINUTES

None

III. CITIZEN INPUT ON NON-AGENDA ITEMS

None

IV. COMMUNICATIONS

None

V. FINDINGS

None

VI. NEW BUSINESS

None

VII. PUBLIC HEARINGS

DR 94-04, an application by Jim Hefflinger and Wayne Askew [PUMPCO DISTRIBUTORS] for design review approval to build an industrial [steel] building. The site is located on the south side of NE 3rd Avenue, east of N. Juniper Street [Tax Lot 2102 of Tax Map 3-1E-33BD].

Vice-Chair Mihata asked if any Commissioner had ex-parte contact or conflict of interest. Other than visiting the site and coming to no conclusions, none was indicated. She then reviewed the hearing process and procedures and reviewed the applicable criteria.

Jim Wheeler presented the staff report. He explained that the site is across from the Clackamas County Fairgrounds, on the south side of S.E. 3rd Avenue. The parcel is zoned M-1, Light Industrial, and was partitioned in June of 1988. At that time, a 12' utility easement was required along the east property line and along the street frontage. Although a sidewalk was required for the street frontage of the parcel, it has not been completed. Access will be from N.E. 3rd Avenue. The applicant proposes to construct a sidewalk from N.E. 3rd Avenue to the office even though no "drop-in" business is projected or desired. The applicant has not proposed a sidewalk along N.E. 3rd, although it was required at time of partition. Staff recommends construction of a concrete sidewalk along N.E. 3rd, with a roll curb, to the satisfaction of the Public Works Superintendent.

The use is permitted outright on the site. The applicant is proposing approximately 6,700 square feet of warehouse space and 1,200 square feet of office space. There is a 15% landscaping requirement and the applicant has provided landscaping in excess of the requirement. Mr. Wheeler reviewed the proposed landscaping for the site, including the parking lot. To date, groundcover has not been proposed, but will be before a building permit is issued. The applicant has proposed 15 spaces, where 12 are required. But two are not usable spaces due to backing and maneuvering conflicts, and one on the far southeast side could be usable, but is unnecessary. Of those remaining, staff is requiring that those surrounding the office area be striped. Handicapped parking is not designated on the site plan, but the designated spaces are oversized width-wise. A six foot aisle has been provided in the southeast corner near the office, but one should be widened to 8 feet to provide adequate handicap parking access for a van. Wheel stops will be necessary for the parking spaces in front of the walkway. A loading facility, on the northeastern part of the lot near the warehouse building, is proposed, and is adequate.

The building will be metal, with brick facing along the lower half of the sides of the office building. An office, with the same design and construction is proposed. The color scheme is green trim and roof, with white siding. The applicant is proposing no signage other than the name and address on the mailbox.

The easement along the east side of the property already has facilities in it. The eastern property line plantings will have to be reviewed and coordinated with the Canby Utility Board to ensure no disruption of facilities. Staff proposes to add a condition of approval to this effect.

Mr. Wheeler then reviewed the condition of approval and added that staff recommends approval of the application.

Applicant

Jim Hefflinger, 25277 S. Hughes Lane explained that proposal is for a warehouse and office facility. He explained that Pumpco Distributors was formed in 1981 in Aloha, Oregon. Since the rent in Tigard has been increasing, he and Mr. Askew decided to buy a permanent location for Pumpco. The current partners took over operations in 1992, although Mr. Hefflinger has been a working partner since 1988. They are wholesale distributors of agricultural pumps throughout the northwest. Retail sales are discouraged, he added. Sales are in the range of \$4-\$5 million a year. There are 6 employees here and 2 in Tacoma. Mr. Hefflinger stated that Canby is a fine community and he believes Pumpco can be an asset to the community. Between the manufacturer's reps and employees, he believes a lot of money will be spent in Canby.

With no additional testimony, the public portion of the hearing was closed for Commission deliberation. Issues discussed included:

1. The Commission discussed the previous Minor Partition that was approved with regard to the sidewalk issue, and agreed that sidewalks built of concrete appear to be more suitable than asphalt paving.
2. The Commission discussed the electric facilities that are already existing in the eastern planting strip. It agreed with staff that it is necessary to coordinate the planting of the landscaping with the Canby Utility Board and that a condition to that effect should be added.

3. The Commission discussed the trees indicated on the landscaped plan. Staff explained that part of the landscape requirements are that trees be within the vicinity of the parking area and, in this case, since the office is attached to the warehouse and the parking is immediately adjacent to the office, they should be closer to the parking than just in the immediate area, as indicated. Mr. Wheeler then reviewed the two different ways to calculate required trees; by calculating 1 tree for every 8 spaces, or by area of pavement. In this instance, if calculated by parking spaces, it works out to 2 trees; if calculated by area of pavement, 5 trees are required. Staff is recommending that calculations be made by area of pavement. When asked if the trees might be harmed by trucks after they reach maturity, staff agreed to review it more closely when a more detailed landscape planting plan was submitted.
4. The Commission discussed irrigation of the plantings. Staff explained that those details would be worked out later, prior to issuance of a building permit. The applicant would have the choice of having water available within 150 feet of landscaped areas or to install automated irrigation.
5. The Commission discussed the issue of signs. Staff explained that in the Sign Ordinance just passed, there is a provision that if a sign permit request is submitted prior to 6 months after the approval it would have to undergo a Site and Design Review.
6. The Commission asked Mr. Hefflinger if he planned directional information signs for truck deliveries, to which he stated they did not have plans for directional signs.
7. With regard to the number of deliveries expected, Mr. Hefflinger stated that they expect about one 40' semi-truck a month. The bulk of their shipping is via UPS. Some pickups are made by local businesses, but not enough to inconvenience the neighborhood.

Based on the findings and conclusions contained in the staff report dated April 29, 1994, on testimony at the hearing, and on Commission deliberations, **Commissioner Maher moved for approval of DR 94-04 [PUMPCO DISTRIBUTORS] with the following conditions:**

1. Storm water design and construction of the paved area of the property shall be approved by the Canby Public Works Department.

2. The curb and sidewalk design and construction shall be approved by the Canby Public Works Department. The sidewalk and approach construction material shall be concrete.
3. A sidewalk shall be constructed along the property's N.E. 3rd Avenue frontage. Other walkways shall be constructed as proposed on the site plan.
4. No parking spaces shall be provided in the southeastern part of the paved area, as proposed on the site plan.
5. The parking spaces shall be striped such that the handicapped space (nine feet wide) shall be adjacent to a designated eight (8) foot wide access aisle.
6. Wheel stops shall be placed between the head of any parking space and a walkway. The front of the wheel stops shall be at two (2) feet from the end of the parking space and walkway.
7. Two hornbeam trees shall be planted in the planting area in front of the office. All shrub plantings shall be spaces such that within three years, 95% of the landscaped area will be covered.
8. Planting of landscaping shall be coordinated with the Canby Utility Board.

Commissioner Wiegand seconded the motion and it carried unanimously.


VIII. DIRECTOR'S REPORT

None

IX. ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,


Joyce A. Faltus