

M I N U T E S

CANBY PLANNING COMMISSION

*Special Meeting
September 14, 1994*

7:30 p.m.

APPROVED

I. ROLL CALL

Present: Chairman Schrader, Vice-Chair Mihata, Commissioners Elliot, Ewert, Maher, Gustafson

Staff Present: Robert Hoffman, Planning Director; James Wheeler, Assistant Planner; and Joyce Faltus, Secretary.

Others Present: Jack Martin, Bob Kacalek, Bo Nevue, Scott Nelson

II. MINUTES

None

III. CITIZEN INPUT ON NON-AGENDA ITEMS

None

IV. COMMUNICATIONS

None

V. FINDINGS

None

VI. OLD BUSINESS

None

VII. PUBLIC HEARINGS

DR 94-11, an application by Kevin Howard (applicant) and Wilhelm Guttormsen (owner) for Design Review approval for a Mini-Storage and R.V. Storage Center. The site is located on the south side of Highway 9-E, east of S Pine Street (Tax Lot 300 [part] of Tax Map 3-1E-34C). *Rescheduled from August 22, 1994 and September 12, 1994.*

Chairman Schrader asked if any Commissioner had ex-parte contact or conflict of interest. None was indicated. He then reviewed the hearing process and procedures and applicable criteria.

Mr. Wheeler, referring to the revised plan, explained that the mini-storage, if approved, would be situated between Millar's Tire and the Logging Road, on S. Highway 99-E. He explained that access would be right-turn-only on both the ingress and egress, with an easement off S.E. 2nd Street. The City's reserve strip has been dedicated as a public right-of-way so there is no need for City permission for access onto 2nd Avenue. An easement must now be drawn up between Mr. Guttormsen and Mr. Howard for the easement onto 2nd Avenue, and recorded. Further, although the minor land partition has not been completed, this development could occur with or without it, and it is not included in the recommended conditions of approval.

Additional information was received on August 22nd regarding landscaping and parking. Based on that information, staff believes there is enough parking provided. With the revised landscape and site development plan, additional landscaped areas have been provided and the open area in the southeastern area, originally proposed to be developed for RV storage, will be left undeveloped until expansion of storage units is warranted. A portion of that area will be landscaped, in order to comply with the landscaping requirements. The applicant is proposing a total of 14,228 square feet of landscaping, where only 13,675 is required. Additionally, the applicant eliminated the use of river rock in the landscape plan, and has replaced it with Wiltoni Juniper, which is a low growing juniper.

Mr. Wheeler reviewed Section 16.49.120.2, parking lot landscaping standards and Section 16.49.120.4(B), adding that there is insufficient landscaping provided within ten feet of the vehicular maneuvering areas. Staff suggests additional landscaping on the west side, between buildings A and B. He also reviewed the American Planning Association Planning Advisory Service's publication with regard to recommendations regarding parking and width of travel lanes for self-service storage facilities. There is sufficient width, he explained, for parking and two-way traffic between buildings A and B, but one-way traffic should be designated between buildings B and C and east of building C.

The Fire Marshal is requesting a looped 8" main, with a fire hydrant, between buildings C and D, at the main entrance and at the south end of the main drive.

Applicant

Kevin Howard, 9644 SE Crestview, Portland thanked the Commission for holding this special meeting. He also explained that the deed between O.D.O.T. and Mr. Gutormsen, which has been upheld and signed, gives access to this parcel from Highway 99-E, with a right-in, right-out pattern, with additional egress to 2nd Avenue. Mr. Howard reviewed the proposed conditions of approval individually. Further, Mr. Howard explained that, according to APA studies, a mini-storage incurs the lowest traffic of all commercial businesses. The entire site will be fenced in for absolute security, he stated. Regarding the 8" water line, Mr. Howard explained that he understands he must incur the extra expense to bring it to 2nd Avenue to ensure the City has the looped water line. Mr. Howard expressed his amazement to the requirement of 8 foot sidewalks, but stated he would comply with the requirement. Regarding signs, Mr. Howard stated he would use an 8 x 10 or 10x10 sign, with a small reader board below it. The reader board would advertise what the self service storage facility offers, like heated storage units. Further, he stated he would like to place a sign facing traffic from the east on 99-E, that says "Welcome to Canby." A detailed landscape plan was submitted with the building permit, but did not meet ODOT's standards for spacing, but has since been revised, deleting excessive amounts of river rock and adding more plantings. Mr. Howard explained why complying with proposed condition #13 would be extremely detrimental to the project. He referred to other mini-storage projects, pointing out that none of them have interior landscaping or wide drives. To comply with #13, the drives would have to be reduced, the landscaping in front would have to be reduced, and the buildings pushed forward to create strange islands of landscaping which would make customer maneuvering more difficult. Mr. Howard further stated that he felt that, as there is no specific requirements for mini-storage facilities, this requirement was probably intended for large parking lots, large industrial areas, large retail areas, where very large paved areas usually exist. He then described the mini-storage buildings, which he likened to small houses with gabled roofs. In this case, according to the APA, inappropriate regulations could cause problems which could be detrimental to the customers. Mr. Howard requested an adjustment to proposed condition #13. Five units in each development are allocated, each year, for community use (Boy Scouts, schools, etc.), Mr. Howard added, and each November, tenants' rent is reduced by \$1 per can of food donated for the needy.

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

1. The Commission discussed Section 16.49.120.2, landscaping requirements within a parking lot, and agreed that the paved maneuvering areas are similar enough to a utility storage lot or a truck loading area to warrant the exemption from those requirements.
2. The Commission also discussed the logic involved in placing buildings close to the perimeter for security reasons.
3. The Commission discussed parking lot and parking lot landscaping requirements and agreed that the self-service storage facility is a unique use that really was not considered under the ordinance requirements.
4. The Commission discussed the Oregon Department of Transportation's recommendations regarding plant spacings, with regard to density.
5. The Commission discussed storage of vehicles and Mr. Wheeler explained that no vehicles will be stored unless they are inside a large enough storage unit.
6. The Commission discussed the "reader board" sign. Mr. Howard described what he envisioned, which includes three lines below the name of the facility that would advertise the conveniences offered, what size spaces are available, the fact that they are climate-controlled heated units, etc.

Based on the findings and conclusions contained in the staff report dated August 12, 1994, the supplemental staff report dated September 2, 1994, on testimony at the hearing, and on Commission deliberations, **Commissioner Maher moved to approve DR 94-11 subject to the following conditions:**

1. Approval of the driveway access to State Highway 99-E shall be obtained from the Oregon Department of Transportation, prior to the issuance of the building permit.
2. Approval of the driveway egress to S.E. 2nd Avenue shall be obtained from the City Council, prior to the issuance of the building permit.
3. The "No Entrance", "Exit Only", or similar sign shall be posted for one-way exit to S.E. 2nd Avenue at S.E. 2nd Avenue.
4. An access easement shall be recorded with Clackamas County. The easement shall be for the existing traffic to S.E. 2nd Avenue, across Parcel 2, the property to the south. The easement shall be recorded prior to the final inspection for the development.

5. Storm water design and construction of the paved area of the property shall conform to the Canby Public Works Department standards.
6. The gas main, located approximately 5 feet to the north of the north property line shall be protected from construction activities.
7. An 8-inch water main shall be constructed from Highway 99-E to the southern property line of Parcel 2.
8. An interior looped, 8-inch water main and fire hydrants shall be constructed according to the Canby Fire District and the Canby Utility Board standards. The location of the looped main and the fire hydrants is provided on a site plan copy in the file (provided by the Fire Marshal).
9. The sidewalk along Highway 99-E shall be 8-feet in width. A walkway between the sidewalk and the office shall be constructed.
10. Total signage for the property shall be no more than 600 square feet. The total signage within the first six months after occupancy is limited to a sign that is similar in size and appearance as the one shown in the picture submitted with the application. The picture is in the file.
11. A detailed landscape plan shall be submitted with the building permit. The detailed landscape plan shall show: the number of plants, plant spacing/location of plantings, the type of plants, the schedule of planting, and irrigation plans.
12. The landscaping shall be planted at a spacing that matches or exceeds (in density) the standards for plantings provided by the Oregon Department of Transportation. Bark mulch and similar material shall consist of not more than 5% of the total landscape area after the 3-year period. River rock, or similar landscape material, shall consist of not more than 5% of the total landscape area.
13. The two eastern drives shall be designated for one-way travel. The designation shall be displayed either by posted signs or by paint on the paved surface.

Commissioner Gustafson seconded the motion and it carried 5-1, with Commissioner Mihata voting nay, as she was opposed to the reader board and excess reduction of landscaping.

Staff explained that since there was no opposition from the public to this application, Mr. Howard could submit a letter waiving his rights to appeal, and submit his building application immediately after the final order was signed.

DR 94-12, an application by the City of Canby for Design Review approval of a proposed neighborhood park on the west side of S. Locust, between 2nd and 4th Avenues Tax Lot 3202 of Tax Map 3-1E-33DC). *Rescheduled from August 22, 1994 and September 12, 1994.*

Chairman Schrader asked if any Commissioner had ex-parte contact or conflict of interest. None was indicated. He reviewed the public hearing process and procedures and noted that the applicable criteria was the same as in the previous hearing.

Bob Hoffman presented the staff report. He presented a revised drawing dated August 23, 1994, which was incorporated into the record. Mr. Hoffman explained that dimensional and service problem have been solved. The basketball court will be set back more than 50 feet from any adjacent residential structures and restrooms will meet Ordinance setback requirements. The orientation of the restrooms were turned 90 degrees to enable people to observe the entrance to the restrooms from the street for safety precautions. Further, he explained that meetings were held with neighbors, who helped design the neighborhood park, and no negative comments have been received. Mr. Hoffman referred to the final order which was submitted to the Commission, should it be willing to approve them, to facilitate the hearing before the Council on Wednesday, September 16, regarding the proposed construction contract for the new park. Mr. Hoffman also pointed out that funding for park construction is coming from the Parks SDC, which the Commission had initiated through its chairman, Dr. Schrader.

Applicant

Scott Nelson, Director, City of Canby Parks and Recreation Department, thanked the Commission for holding the special meeting to help meet the deadline. He explained that a park on the south side of town has been desired for many years, and was designated even before the Parks Master Plan was in place. The area is a very high density residential area which is in Phase I of the current Parks Plan. The site was purchased by the City through a Community Development Block Grant. Approximately eight months ago, the Mayor and Council appointed a south side committee to recommend a design for the park. The south side mini-park is also a designated priority in the first stages of the South Clackamas Regional Parks Master Plan.

Bo Neuve, P.O. Box 9068, Portland explained that the park site is .9 acres, located about one-half mile south of Highway 99-E on Locust Street. Prior to the current design, meetings were held with the City Council, local residents, the Park Department maintenance staff, and Police Department. The amenities were designed to respond to neighbors' concerns and include playgrounds, tot lots, basketball and picnic areas, open space, hard surfaced plaza, restrooms, and space is reserved for a future shelter. It has been organized to maximize opportunities for active and passive recreation to co-exist without conflict. To minimize the affect on adjacent properties, an arborvitae hedge will be installed around the entire perimeter, maintained at about 7 - 8 feet. The park has been designed to simplify maintenance with such things as an automatic irrigation system (with a separate one for summer use as a sprinkler system for children), curb planter areas, drinking fountains, perimeter walkways, and easy drive-up access for maintenance vehicles. The playground surfacing is self-contained, separated from the lawn area and hard-surfaced areas. The Police Department's concerns included safety and security and the park has been graded to avoid hiding places, and the restroom have been oriented to permit unaffected vision. A sample of the playground surfacing material was submitted (ground hardwood) which, he added, complies with the ADA guidelines. The supplier, he explained, carried a \$1,000,000 liability policy on this surfacing material. Mr. Nevue explained that the entire park complies with all ADA rules and guidelines. He then reviewed the landscape plan.

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

1. The Commission reviewed the revised drawings and presentation of the proposal and found it satisfied all concerns.
2. The Commission discussed parking. Mr. Hoffman explained that there was no parking requirements in the Ordinance that refer to public parks and that, for the most part, since it is a local neighborhood park, people would be walking to the park.
3. The Commission discussed the surfacing and playground material and was satisfied with the samples submitted.

Based on the findings and conclusions in the August 12, 1994 staff report, the revised site plan received by the City on August 23, 1994, testimony at the hearing, and Commission deliberations, **Commissioner Mihata moved to approve DR 94-12 with the following conditions:**

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

2. A detailed landscape plan shall be submitted with the building permit. The detailed landscape plan shall show: the number of plants, plant spacing/locations of plantings, the type of plants, the planting schedule, and irrigation plans.
3. Except for the paved areas and building-occupied space, the landscaping shall be planted at such a density so as to provide a minimum of 95% coverage of the landscape areas with vegetation, within a 3-year time period. Bark mulch and similar material shall consist of not more than 5% of the total landscape area after the 3-year period.
4. The basketball court shall be sited such that it is a minimum of 40 feet from all residentially occupied structures.
5. The rest room shall be sited to provide a minimum of a 20 foot front yard and 7 foot side yard.

Commissioner Ewert seconded the motion and it carried unanimously.

The Final Order was approved at the same time.

DR 94-07 - an application by R.W. Shafer and Rich White (applicants) and Willamette Valley Country Club (owner) for expansion of work/storage sheds and paving of the Willamette Valley Country Club maintenance area. The property is located on the north side of Territorial Road, west of the Molalla Forest Road (Tax Lot 100 of Tax Map 3-1E-2). *Rescheduled from September 12, 1994.*

Chairman Schrader asked if any Commissioner had ex-parte contact or conflict of interest. None as indicated. He pointed out that the process, procedures, and criteria was the same as for the previous two hearings.

Mr. Wheeler presented the staff report. He explained that the Country Club is requesting approval to expand the work and storage sheds by approximately 2,550 square feet, and pave the maintenance area, which is approximately 15,500 square feet. The applicant is also proposing to cover an additional 440 square feet of outdoor work area. Required landscaping is 4,133 square feet. None is proposed for the maintenance area itself which lies 150 feet from the Molalla Logging Road, 450 feet from Territorial Road, and 350 feet from the nearest residence, which is all landscaped with shrubs, trees and the golf course fairways and greens, which staff finds is sufficient to meet the requirements and intent of the Design Review Ordinance. Mr. Wheeler explained that the changes will occur toward the southeast portion of the golf course. Further, he advised the Commission that everyone within 200 feet of the entire golf course was notified of this application.

Applicant

Richard White, 16227 S.E. Lillian, Milwaukie explained that he is the golf course superintendent at the Country Club, and that he concurs with the staff report. He stated that a main water line runs down the Logging Road, which the club can attach to, to comply with the Fire Marshal's request for a hydrant at the maintenance road intersection with the Logging Road.

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

1. The Commission discussed the landscaping requirements and agreed that the paved maneuvering areas for the maintenance shed area are similar enough to a utility storage lot to warrant the exemption from landscaping requirements.

Based on the findings and conclusions in the staff report dated September 2, 1994, on testimony at the hearing, and on Commission deliberations, Commissioner Gustafson moved to approve DR 94-07 with the following condition:

1. A fire hydrant shall be placed at the maintenance road entrance located on the Molalla Logging Road.

Commissioner Elliot seconded the motion and it carried unanimously.

VIII. DIRECTOR'S REPORT

None

IX. ADJOURNMENT

The meeting was adjourned at 9:50 p.m.

Respectfully submitted,


Joyce A. Faltus