

MINUTES
CANBY PLANNING COMMISSION
Regular Meeting
July 8, 1996
7:30 P.M.

I. ROLL CALL

Present: Chairman Schrader, Vice-Chair Ewert, Commissioners Stewart, Hartwell, and Keller.

Staff: James Wheeler, Planning Director; Larry Vasquez, Assistant Planner; and Joyce Faltus, Secretary

Others Present: Jerry and Bonnie Patterson, Steve Hambly, Norman Kenagy, Rich Mitchell, Tom Wright, Mike Neiswender.

II. MINUTES

Commissioner Keller moved to approve the June 24, 1996 minutes, as submitted. Commissioner Ewert seconded the motion and it carried unanimously.

III. CITIZEN INPUT ON NON-AGENDA ITEMS

None

IV. FINDINGS

None

V. COMMISSION DISCUSSION OF PLANNING ISSUES

The Commission reviewed the "Proposed 1996 Land Development and Planning Ordinance Amendments."

1. Staff explained that the purpose of the amendment to Section 16.10.070(A)(2) was to clarify that compact parking spaces are clearly designated as such.

2. The Commission discussed CUB's input regarding the reduction of side yard setbacks in order to construct detached accessory structures. Mr. Wheeler explained that it is exceptionally rare that utilities are so close to property lines and that most wires are placed in pipes which are then placed underground, making it easier to locate them and make repairs. The Commission requested that staff communicate with CUB just to ensure that CUB is aware of the proposed amendment, mainly because very large accessory structures would be permitted to be built nearer to the property line.
3. In reviewing Table 16.42.100, Signs, examples were given, using the formula for computing the size of permitted signs. The Commission discussed the requirements for businesses that have fairly narrow frontages, as compared to businesses that have corner frontages on two sides, and agreed frontage should be included in figuring size of signage, not just square footage alone. Further, the Commission agreed that examples using the amount of business frontage, when figuring the size of signage, should be included, to make the table more user-friendly.
4. Regarding the exclusion of real estate signs in public rights-of-way from Section 16.42.105(A), Chairman Schrader explained that City Council approved the exclusion after the Chamber of Commerce committee that reviewed the Sign Ordinance requested the change.
5. Regarding the number of units permitted based on the number of access points, the Commission reviewed a memo from Mr. Wheeler. In his memo, Mr. Wheeler listed previously approved developments and the number of access points that were approved for each. The Commission discussed access width and parking issues. Mr. Wheeler explained that a paved road surface a minimum of 36 foot road is designed to permit parking on both sides of the street, with 2 ten foot wide travel lanes. As a general rule, wider roads might provide more safety, he added, but they also invite faster speeds. The standard road widths for subdivisions are 40 foot rights-of-way, with a 36 foot wide road, Mr. Wheeler added.
6. The Commission discussed Section 16.46.010(F), with regard to the number of units on N. Maple Street, north of N.E. 23rd Avenue, and S. Elm Street, south of S.W. 13th Avenue, and emergency response time. Mr. Wheeler explained that road width must be considered. North Maple has available land so that it could be widened, but the maximum number of units that could be built there would have to be calculated in order to determine whether or not it should have an exemption for emergency vehicle alternative access. South Elm is built out to maximum, Mr. Wheeler added.

7. The Commission discussed the Design Review Compatibility Matrix. With regard to "Traffic," Mr. Wheeler explained that there are always extenuating circumstances to consider; for example, in the "Distance of Access to Intersection," a lot might only be 80 feet wide, and if the applicant has placed the driveway as far away from the intersection as possible, it could justifiably earn a "2." Under "Types of Landscaping," he explained that this is one area where it would be difficult to quantify extenuating circumstances. Under "Building Appearance," Mr. Wheeler explained that the materials, concrete/wood/brick were listed, as opposed to a metal building. The Commission agreed, though, that the matrix does indicate that trees, grass and automatic irrigation are favored. It was agreed that, overall, the matrix is an excellent tool for both the Commission and the Council to utilize, as it justifies the Commission's view of compatibility. It also makes it easier for the business/applicant to understand where the Commission stands with regard to design review guidelines. The point concept was discussed and it was agreed that a cumulative score of 65% of the available points would be considered a "passing" grade for determining what is compatible. Additionally, it was pointed out that there is a lot of room for a developer/builder to over-comply in one area, thus compensating for less compliance in another area. Overall, the Design Review Compatibility Matrix helps facilitate the criteria review of Section 16.49.040(B) and (C).
8. The Commission discussed the reasoning behind adding the public facilities and services availability to the criteria and standards under design review. Mr. Wheeler explained that the traffic impacts and adequacy of school facilities cannot currently be addressed during a site and design review hearing. This amendment would ensure that these issues could be addressed under a site and design review application and could take into consideration other recent developments in the vicinity.
9. The Commission requested that staff amend proposed Section 32, to include wording to the effect that the prevailing attorney prepares the Final Order in the City's usual format. following: ". . . In cases involving attorneys, the prevailing attorney shall prepare the Findings, Conclusions, and Final Order in usual City format. . . ." The Commission requested that the changes be denoted in the draft Final Order, i.e. staff's changes in bold letters and deletions of the attorney's wording struck out.

VI. PUBLIC HEARINGS

MLP 96-03, an application by Hans Kautz for approval to partition an 0.62 acre lot into three parcels. The two new parcels will be approximately 7,000 square feet each (Parcel 1 and Parcel 2). The rear eight feet of the existing home, identified as 522 Knights Bridge Road, will be removed so the house will be situated on a 9,178 square foot lot (Parcel 3) with the proper rear yard setback. The property is on the north side of Knights Bridge Road, between N. Grant and N. Cedar. **Continued from June 10, 1996.**

Chairman Schrader reviewed the hearing process and procedures and directed attention to the applicable criteria posted on the wall. He asked if any Commissioner had ex-parte contact or conflict of interest. Other than visiting the site, but drawing no conclusions, there was none indicated.

The Commission continued discussion of this application, based on information requested at the previous hearing, June 10, 1996. Mr. Vasquez presented a letter from Jerry Ciger on behalf of the Traffic Safety Committee. Mr. Ciger explained, in his letter, that he received no comments from the other members of the Committee. In his opinion, Mr. Ciger stated that the 20 foot driveway would be sufficient for emergency vehicle use and access and that an additional driveway onto Knights Bridge Road would not create or affect congestion in the area. The intersection of Grant and Knights Bridge Road is controlled, he added, and unless the backup of traffic during rush hours was significantly increased, there would be no problem caused by this development. Further, Mr. Vasquez explained that staff made a site visit to assess speed control on Knights Bridge Road, and found that if traffic adhered to speed limits, there would be no problem approaching this access road from either direction. In addition, staff met with Jerry Stanberry to determine the status of the oak tree. The oak tree was found to be situated approximately 8 feet from the curb, on or just east of the property line. After discussing the issue with Mr. Stanberry, it was determined that the construction of the sidewalk could damage the southern root portion of the oak tree, possibly causing it to lean to the north, which would become a safety issue. Therefore, the tree would have to be removed or, at the very least, trimmed severely. If a 5 foot sidewalk was constructed, he explained that the large junipers would have to be removed. The sewer lift pump issue was discussed with Roy Hester, Public Works Supervisor. Mr. Vasquez explained that, in Mr. Hester's opinion, the applicant adequately addresses the issue of the lift pump station with respect to the possibility that a gravity flow system from the sewer main may not be possible for the newly created rear lots (Parcels 1 and 2).

Having closed the public portion of the hearing at the June 10th meeting, the Commission deliberated on the application. Issues discussed included:

1. After considering the letter from Mr. Ciger, and taking staff's site visit findings into consideration, the Commission agreed that no traffic and/or safety hazards would be caused by the partition. Additionally, the Commission agreed that, at the legal speed limit, the access to the parcels would not be hindered by approaching vehicles.
2. The Commission agreed that surrounding property values would not be threatened because the developed sites are of similar size and dimensions as those in the surrounding area.

3. The possibility of siting manufactured homes on the lots was discussed. The Commission referred to State law permitting such siting on any City lot, and agreed manufactured homes would not be detrimental to nearby property values.

The Commission also referred to Policy #5 of the Housing Element of the Comprehensive Plan, which states that Canby shall provide opportunities for mobile home development in all residential zones, subject to appropriate design standards.

4. Since there may not be sufficient grade to allow for a gravity flow connection to Parcels 1 and 2, the Commission agreed that a lift or pump station may be needed, and that a lift or pump station would provide adequate service to the parcels.
5. Based on staff's report regarding the oak tree in the southeast corner of the property, the Commission agreed that in order to construct a 5 foot wide sidewalk along the frontage of the property on Knights Bridge Road, the oak tree would have to be removed.
6. The Commission agreed that in order to provide adequate turnaround for vehicles to return to Knights Bridge Road without having to back down the access drive, the 20 foot access strip would be required to have a hammerhead turnaround on Parcel 1.

Commissioner Stewart moved to approve MLP 96-03 with the following conditions:

For the Final Plat

1. A final partition plat modified to illustrate the conditions of approval, shall be submitted to the City Planner for review and approval. The final partition plat shall reference this land use application -- City of Canby, Planning Department, File No. MLP 96-03.
2. The final partition plat shall be a surveyed plat map meeting all of the specifications required by the Clackamas County Surveyor. The final partition plat shall identify the newly created vacant parcels as Parcels 1 and 2, and the parcel with the existing house as Parcel 3. Said partition map shall be recorded with the Clackamas County Surveyor and Clackamas County Clerk, and a copy of the recorded map shall be provided to the Canby Planning Department.
3. A new deed and legal description for the new parcels shall be prepared and recorded with the Clackamas County Clerk. A copy of the new deeds shall be provided to the Canby Planning Department.

4. All monumentation and recording fees shall be borne by the applicant.
5. Permanent utility construction and maintenance easements including, but not limited to, electric and water cables, pipeline conduits and poles, and sidewalks shall be provided as follows:
 - 6 feet in width along all common lot lines,
 - 10 feet in width along all exterior lot lines, except
 - 12 feet in width along street frontages.
 - Along common access drive
6. Deed restrictions for Parcels 1 and 2 that cover either option (a) or (b) below shall be recorded with the County on the plat or on documents recorded with the plat. The deed restrictions shall be reviewed by the City prior to the recording of the plat and/or documents.
 - a. Habitable structures built on Parcel 1 shall have their long axis oriented within 30 degrees of a true east-west axis, and at least 80% of their ground floor south wall will be protected from shade by structure and non-exempt trees on Parcel 2 using appropriate deed restrictions.
 - b. Habitable structures built on Parcel 1 shall orient at least 32% of their glazing (window areas) and at least 500 square feet of their roof areas to face within 30 degrees east or west of true south, and that glazing and roof-areas are protected from shade by structures and non-exempt trees on Parcel 2.

Prior to Occupancy of Parcels 1 and 2 (vacant parcels)

7. A sidewalk, five (5) feet in width, shall be constructed along the full Knights Bridge Road frontage of all Parcels 1, 2 and 3.
8. An access strip 20 feet in width, shall be constructed from Knights Bridge Road to the main body of back lot, Parcel 1.
9. Lift or pump station for sewer connection to parcels 1 and 2 shall be utilized if gravity flow sewer connection is not possible.
10. The oak tree shall be removed. The tree will be replaced with two 2" caliper street trees taken from the City Street Tree List and planted in accordance with the recommended ODOT standards for planting and spacing.

Notes

11. Prior to occupancy of parcel 1, a hammerhead turnaround shall be provided for parcel 1.
12. The final plat must be recorded with Clackamas County within one (1) year of the approval of the preliminary plat approval in accordance to Section 16.60.060. The mylar for the final plat must be signed by the City prior to the recording of the plat.

Commissioner Keller seconded the motion and it carried unanimously.

DR 96-05/CUP 96-01, an application by JV Northwest, Inc., requesting conditional use approval and site and design review approval to construct a 46,875 square foot manufacturing building, storage yard, and associated parking area. The development is proposed to occur on a 9.94 acre parcel located on the northeast corner of S. Redwood Street and S.E. 4th Avenue [Tax Lot 1803 of Tax Map 3-1E-34C].

Chairman Schrader explained the hearing process and procedures and called the audience's attention to the applicable criteria posted on the wall. He asked if any Commissioners had ex-parte contact or conflict of interest. Other than having visited the site, but drawing no conclusions, none was indicated.

Mr. Wheeler presented the staff report. He explained that the size of the 2-story building was revised, and was now proposed as a 44,515 square foot building, consisting of 37,575 square feet of manufacturing space and 8,283 square feet of office space. The height of the building is now proposed to be 55 feet at its highest point, as opposed to the original proposed height of 62 feet. The maximum height allowed in an industrial zone is 45 feet, but Section 16.50.060(A) allows for extension of the height restrictions if provision for additional building setbacks are made. The building setback requirement for this site would be 10 feet from each property line, and the revised site plan indicates that the building will be located more than 10 feet from each property line. The building is proposed to be light grey, concrete block for the first 8 feet of the manufacturing portion, with darker grey accent strips. The remaining portion of the building will be dark grey metal, with white translucent fiberglass panels. Additionally, the applicant is proposing a 10 foot high chain link fence around the storage area on the eastern side of the site. Section 16.08.110 states that fences are limited to 6 feet, and can be increased to 8 feet with Planning Commission approval. Staff recommends the Commission approve an 8 foot fence. The applicant is proposing 27½% of the developed portion of the site be landscaped. Mr. Wheeler explained that approximately ½ of the site will be left undeveloped and that in order to reduce the cost of the development somewhat, fewer trees are proposed along the eastern boundary along the Logging Road, although the area

will still be landscaped. Staff has determined that another Cleveland Norway Maple street tree will be required on S. Redwood Street on the north side of the entrance from S. Redwood, which can be accomplished without interfering with truck access to the entrance drive. With regard to the connection to the Logging Road in the southeast corner of the property, Mr. Wheeler explained that there would be a 5 foot wide concrete walkway that would meet City sidewalk construction standards. The applicant proposes a picnic area for the employees in the southeast corner, which would also be available for public use. An easement for the walkway would be provided to allow for pedestrian and bicycle connection from S.E. 4th Avenue on to the City-owned Logging Road. Although 15% landscaping is required for the parking area, the applicant is proposing 18.3% of the parking lot in landscaping. Sixty-seven parking spaces are required, and the proposal indicates that 93 spaces will be provided, 4 of which will meet ADA requirements. No signage has been proposed and staff is recommending a condition that any signage that is later proposed for the site or the building, come back before the Commission for review under a limited Site and Design Review hearing. Two loading docks have been proposed, which meet the industrial size requirements, with an independent drive access. Staff recommends approval with conditions.

Applicant

Rich Mitchell, McKenzie Engineering, Inc. 0690 S.W. Bancroft Street, Portland stated that he concurs with the staff report. The applicant, he stated, has no objections to constructing an 8 foot fence. Mr. Mitchell submitted a current rendering of the building and reviewed the changes in detail. Through a series of design overlays with JV Northwest, McKenzie Engineering realized that the applicant wanted aesthetic changes which precipitated the request for the continuance, he explained. Mr. Mitchell further explained that there would be no heavy HVAC equipment on the roof of the building.

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

1. The Commission complimented the engineers on the design of the project and thanked them for the detailed drawings.
2. The Commission discussed traffic impacts. **Steve Hamly, JVNW**, stated that he had no opposition to signing the site for truck access and circulation routing to and from Highway 99-E to divert truck traffic from the residential areas. He further agreed that JVNW would inform their employees and the trucking companies that service them, that access should be from the S. Pine/Highway 99-E direction, so as to avoid through traffic on S. Redwood and S.E. Township.
3. The Commission agreed that translucent panels added to the roof was acceptable.

4. The Commission discussed the maintenance of the park area on the southeast portion of the property and agreed it should be the responsibility of the applicant.

Commissioner Ewert moved to approve DR 96-05/CUP 96-01 with the following conditions:

Prior to the issuance of the Building Permit:

1. A preconstruction conference shall be held prior to the issuance of the building permit. The conference shall be coordinated through the Planning Office.
2. The Data Disclosure Form shall be completed and submitted to the City's Sewer Department prior to the issuance of a building permit.

For the Building Permit Application:

3. A detailed landscape construction plan shall be submitted with the building permit. The detailed landscape plan shall show: the number of plants, plant spacing/location of planting, the type of plants, the size of plants, the schedule of planting, and irrigation plans.
4. 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. The plant spacing and starting plant sizes shall meet the ODOT plant spacing/starting size standards. Trees are to be a minimum of 2" in diameter at the 4-foot height.
5. One Cleveland Norway Maple shall be planted on the north side of the S. Redwood Street entrance. The tree shall be planted approximately 25 feet from the entrance drive.
6. Wheel stops shall be provided for all parking spaces located adjacent to landscaping or walkways. The wheel stops shall be placed two (2) feet in front of the end of the space. The A.D.A. parking spaces shall be designated as such with signs.
7. All stripes designated parking spaces shall be a minimum of 18 feet in depth.

Prior to Construction:

8. The address for the job site shall be posted and shall meet the Uniform Fire Code 901.4.4 requirements.

During Construction:

9. Erosion-control during construction shall be provided by following Clackamas County's Erosion Control measures.
10. The walkway connecting S.E. 4th Avenue and the Logging Road shall be a minimum of five (5) feet wide, and shall be constructed to the same standards as the standards for a public sidewalk.
11. The fence height shall be limited to eight (8) feet.

Prior to Occupancy:

12. An easement for public access across the walkway connecting S.E. 4th Avenue and the Logging Road shall be recorded with Clackamas County.

Notes:

13. Prior to the placement of any signage that requires a sign permit, approval from the Planning Commission shall be received. This condition shall expire twenty-four (24) months after the final occupancy of the building. The Planning Commission's review of the signage shall be in accordance with 16.49.040 and shall be conducted through a limited land use process.

Commissioner Keller seconded the motion and it carried unanimously.

DR 96-06/CUP 96-02, an application by the Canby School District for conditional use approval and site and design review approval to locate a 28' x 32' (896 square feet) modular building next to an existing modular building to be used as administrative offices and conference room space. The site is located on the south side of S.W. 4th Avenue, between S. Aspen and S. Douglas [Tax Lot 700 of Tax Map 4-1E-4B].

Chairman Schrader reviewed the hearing process and procedures and directed attention to the applicable criteria posted on the wall. He asked if any Commissioner had ex-parte contact or conflict of interest. Other than visiting the site, but drawing no conclusions, there was none indicated.

Mr. Vasquez presented the staff report. He explained that the applicant is proposing to site a 28'x32' modular building to the east of, and next to an existing modular building currently being used by the district. The proposed modular will be located in the existing parking lot, reducing the number of parking spaces available. The school district has

agreed that this will be a temporary use until a new district office is constructed. With the placement of the modular, a small portion of the access drive will be displaced, so the driveway has been reconfigured to show the driveway curving to the east side, around an existing tree, to meet the existing drive. Safety striping has been proposed to help delineate the new pathway and the parking area will be reconfigured. The proposed project will incur the need for three additional parking spaces, increasing the overall parking demand to 370 spaces. If the parking available on the southern portion of the site is included, there are currently 382 parking spaces. The entire campus has a total of 545 parking spaces.

As the applicant was not in attendance and there were no opponents or proponents coming forward, the public portion of the hearing was closed for Commission deliberation. Issues discussed included:

1. The definition of "temporary" structure was discussed with regard to placing a time limit for permitting modular units to remain on the site. The Commission discussed the crowded condition of the parking lot at this site, especially with the addition of another modular structure. Adding a Sunset Clause as a condition of approval, in order to later reconsider the issue if a bond measure is not successful, was discussed.

The Commission discussed the long range facility plan, where the school district had indicated it prefers not to site modulars for classroom space. The Commission agreed modulars used for office space, as opposed to classroom space, was preferable. The Commission agreed that the need for this modular for additional office space is necessary, due to the consolidation of the school district. The Commission agreed it does not support modulars as a general rule, and would not like to approve additional requests to site modular units. Therefore, the Commission agreed to add a Sunset Clause to indicate that this application would be revisited in three (3) years.

Commissioner Stewart moved to approve DR 96-06/CUP 96-02 with the following conditions:

1. The site plan shall show adequate areas of safety striping and/or any other safety protection materials or barriers that ensure the safety and protection of the new modular building from vehicles and the surrounding parking and service drive areas.
2. In order to maintain the temporary status of the modular building, approval to locate the modular building is granted for a period of three years, at which time the Planning Commission will review the necessity for the use requested.

Commissioner Hartwell seconded the motion and it carried unanimously.

DR 96-07, an application by Jerry and Bonnie Patterson for approval to construct an 8,100 square foot warehouse/office building on the undeveloped northern portion of a 1.0 acre property. The development is located at 1101 SE 2nd Avenue, on the south side of S.E. 2nd Avenue, east of S. Pine Street [Tax Lot 409 of Tax Map 3-1E-34C].

Chairman Schrader reviewed the hearing process and procedures and referred to the applicable criteria displayed on the wall. He asked if any Commissioner had ex-parte contact or conflict of interest. Other than visiting the site, but drawing no conclusions, none was indicated.

Mr. Vasquez presented the staff report. He explained that there is an existing 10,140 square foot building on the southern portion of the site and that the 26 foot paved driveway travels south along the eastern portion of the site and then curves west and borders the site to the south. The proposed new warehouse/office building will complete the third and final phase of this industrial complex. There is a drywell and catch basin located on the eastern property line which is shared with the adjacent property owner. A dirt and gravel driveway is located on the west side of the site, which connects to the southern paved area. Although there is no clearly defined driveway approach on S.E. 2nd Avenue, there is a roll curb along that frontage. Staff is of the opinion that a combination of service vehicles, tractor trailers, semi trailers, and delivery trucks travel through the existing drive to service the current tenants. The applicant is proposing landscaping in excess of the required 15%. Although 11 parking spaces are required for the site, 13 are being proposed, which includes 1 ADA space. The applicant is proposing to access the new building from two drives on S.E. 2nd Avenue, which will each be 26 feet wide. There will be a new paved drive 5 feet from the property line on the west. Mr. Vasquez referred to Section 16.10.070(B)12.b. which requires that the driveways be set 5 feet from adjacent property lines, except where two property owners elect to provide joint access to their respective properties. Since there is no joint access agreement in effect, the western drive would need to be moved 5 feet from the property line to meet the setback requirements. Staff proposes that the 5 foot planter area be moved to the western property line in order to meet requirements for access drives. The applicant has agreed to this change. Mr. Vasquez pointed out that the existing eastern driveway does not meet the 5 foot setback. After reviewing the existing configuration and the proposed configuration, staff is of the opinion that maneuvering problems for service delivery vehicles will exist, especially in the southeast corner of the site. If it cannot be proven that the site design is functional, taking into consideration the anticipated additional traffic that the new building will generate, the design will need to be modified. The proposed building will be of the same design, color, and materials as the existing buildings. There is no signage proposed at the present time.

will generate, the design will need to be modified. The proposed building will be of the same design, color, and materials as the existing buildings. There is no signage proposed at the present time.

Applicant

Norman Kenagy, 24037 S. Meridian Road, Aurora, stated that Bonnie Patterson physically took a traffic count on the site. On the average, she found that seventy-five percent of the trucks that visited the site were UPS vans. A Snap-On truck often visits the site also, and a welding truck and 2-ton steel flatbed visit on a weekly basis. A large semi van [a steel truck] visits the site approximately once a month. The larger trucks, Mr. Kenagy explained, do not physically pull onto the site due to the compact nature of the turning radius and, instead, use the 12 x 60 loading/unloading area, which is off-site. The applicant would prefer to use a mutual access easement with ToolMec, rather than move the western access because moving that access point would expose the western foundation of the building to passing traffic. Furthermore, Mrs. Patterson explained that she owns all the property, including the ToolMec site and, therefore, agrees to a mutual easement for access. Regarding the drywell issue, Mr. Kenagy stated that he concurred with the requirements, as stated in the staff report.

Bonnie Patterson, 1055 S.E. 2nd stated that she has owned and operated a business from this site since 1991, and that all trucks, including semis, have ample room to maneuver on the existing blacktop.

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

1. The Commission discussed the need to either comply with the 5' setback for the driveway access on the western side of the property and create a 5' setback by shifting the landscape strip on the western side of the building, or to provide a joint mutual access easement with the adjoining property owner.
2. The Commission discussed Mrs. Patterson's findings with regard to traffic accessing the site. The Commission agreed that the access and service drive is functional and safe for current truck and service delivery vehicles.
3. The Commission discussed the property with regard to outside storage and agreed that in order to maintain the visual quality of the area, any outside equipment that is associated with the building should be fenced or screened.

5. The Commission discussed parking lot lighting. Mr. Patterson explained that there would be lighting for the parking area on the sides of the building.

Commissioner Ewert moved to approve DR 96-07, with the following conditions:

Prior to the issuance of a Building Permit:

1. The telephone service line will need to be relocated to outside the perimeter of the building and an easement needs to be recorded for service line location.

For the Building Permit Application:

2. A detailed landscape construction plan shall be submitted with the building permit. The detailed landscape plan shall show: the number of plants, plant spacing/location of planting, the type of plants, the size of plants, the schedule of planting, and irrigation plans.
3. 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. The plant spacing and starting plant sizes shall meet the ODOT plant spacing/starting size standards.
4. Requirements for the west access drive setback will be met by a recorded mutual access agreement with the adjoining property owner on the west, or by moving the 5' in width western landscaping area to western property line. The strip will include trees that are taken from city recommended street tree list and shall meet the ODOT plant spacing/starting size standards.
5. A separate sewer lateral will need to be installed.

During Construction:

6. Erosion-control during construction shall be provided by following Clackamas County's Erosion Control measures.
7. A new dry well shall be installed on the site given the additional parking lot and building roof areas of the project.

Notes:

8. Prior to the placement of any signage that requires a sign permit, approval from the Planning Commission shall be received. This condition shall expire twenty-four (24) months after the final occupancy of the building. The Planning Commission's review of the signage shall be in accordance with Section 16.49.040 and shall be conducted through a limited land use process.
9. All outside equipment will have fencing and screening.

Commissioner Stewart seconded the motion and it carried unanimously.

VII. DIRECTOR'S REPORT

Mr. Wheeler reported that:

1. Township Village Phase VIII construction has started.
2. Re the Transfer Station - a grading permit has been submitted.
3. There was one public hearing item on the next agenda, along with a discussion of the ordinance amendments.

VIII. ADJOURNMENT

The meeting was adjourned at 10:34 p.m.

Respectfully submitted,

Joyce A. Faltus