

MINUTES
CANBY PLANNING COMMISSION

7:00 PM February 12, 2001
City Council Chambers, 155 NW 2ND

I. ROLL CALL

PRESENT: Chairman Keith Stewart, Commissioners, Jim Brown, Paul Thalhofer, Geoff Manley, Jean Tallman

Staff: John Williams, Planning Director, Clint Chiavarini, Associate Planner, Carla Ahl

Others Present: Maurice Laughlin, Kim Arbuckle, Wanda Frazier, Darryl Paulsen, Randy Tessman, Matt Grady, Ray Burden

II. CITIZEN INPUT ON NON AGENDA ITEMS

None

III. PUBLIC HEARINGS

DR 00-10/CUP00-07

This application continued until February 26, 2001, 7:00pm

SUB 00-07

This application continued until February 26, 2001, 7:00pm

DR 01-01 An application by West Coast Bank for site and design approval for a 3,052 square foot bank building with drive-thru facilities, to be located in the Canby Market Center.

Mr. Stewart reviewed the hearing process, procedure and format. He referred to the applicable criteria posted on the wall and on page 2 of the staff report. When asked if any Commissioner had a conflict of interest, none was stated. When asked if any Commissioner had ex-parte contact, Mr. Brown stated he was formerly employed by C & R Architects, and had worked as a consultant for Gramor Development, and had some contact with this project when he was employed by C & R Architects. He explained he was no longer employed by that company and intended to participate. there were no questions asked of Mr. Brown. Commissioners Tallman, Manley, and Stewart had visited the site, but had drawn no conclusions. No questions were asked of the Commissioners.

Clint Chiavarini, Associate Planner presented the staff report. Clint explained the bank facility would be located on Pad D (which is located in the Northwest corner of the development) in the Canby Market Center. The applicant has proposed dividing Pad D into D1 (western part) and D2 (eastern part), the bank will be located on D1.

Clint stated the site is zoned CM (commercial manufacturing), and is included in the Industrial Overlay Zone, the Canby Market Center was built before the ordinance was adopted, but Gramor tried to adhere to the criteria of the overlay zone, and the center conforms with very few exceptions.

Mr. Brown asked if this application was to be viewed as an individual property, or as part of the entire development. Clint explained it is its own development, but access considerations need to be looked at for the whole development, the landscaping, parking, and tree requirements need to be looked at as an expansion of an existing development.

Clint stated the site will be entirely served by internal access drives, it will not have access on to either Hwy 99 or on Sequoia Parkway. Clint explained the right-in only access off of Sequoia (which borders the development on the south) may be removed at sometime in the future if at full build out traffic becomes a problem.

Clint stated that staff did not believe this development met any of the criteria for Conditional Use, and meets the development standards. Mr. Stewart asked for clarity regarding the signage that will be used on the site. Clint stated the applicant submitted a revised set of elevations for the signs. He stated the amount of signage proposed was below the amount that would be allowed for the development. Clint stated the development will be brick and stucco, have the same lighting scheme as the rest of the development, and the landscaping will be irrigated.

Clint stated this application falls under the Industrial Area Overlay matrix for design review. He added the applicant received points for parking, landscaping, and the amount of trees they are proposing. Clint addressed the number of parking spaces that were proposed, the original Gramor development was approved at 4.1 spaces per thousand square feet of usable space, which would require 13 spaces be provided, the applicant has proposed 14 spaces. There was a question regarding what the overall percentage for the development would be when this project was included. Clint stated he could get those figures for the Commissioners, and explained that if this application does make the percentage fall below the 4.1 requirement, there is the option of making it up with the future development of Pad A, and Pad D2.

Mr. Stewart questioned if Clint thought there would be a bottleneck created with the traffic west bound off of Sequoia and traffic heading east to enter the parking lot. Clint stated that Roy Hester, Public Works Supervisor was concerned about the turning radius, and the applicant has proposed a 20' radius for the intersection. Clint explained the intersection is one-way coming off of Sequoia with two-way traffic to the east, south and exiting from the development.

Mr. Stewart asked if pad D2 would also be exiting from this access. Clint

stated that is the proposal at this time. Staff has included an understanding that traffic may be limited at pad D2, because of deficiencies in the access.

Clint stated that Mr. Hester had some concerns with utility provisions for storm water and sewer since it was originally set up as a single pad. The applicant has provided Mr. Hester with plans that provided those serves and they were accepted.

Clint stated the building was oriented to face the Canby Market Center parking area, so they did not receive points for the building orientation section of the matrix.

Clint explained the applicant had proposed brick for three interior pedestrian crosswalks, staff is suggesting an additional brick accentuated cross walk at the Sequoia Parkway access street, since there will be a lot of traffic at that entrance. He stated that the applicant has commented on the staff suggestion, and will present their thoughts to the Commissioners.

Clint stated that Kittleson & Associates did the original traffic study for the Canby Market Center and have provided an addendum to their trip generation estimates stating the additional trips generated would not negatively affect the traffic pattern, but Clint added there may be a need to have the City's Traffic Engineer review the internal circulation as pad D2 is developed.

Clint stated based on the application presented, staff believes this application can meet the requirements of the code with conditions. Clint explained the memo from the Fire Department, they require 20' accesses and the drive-thru access is 16', the applicant contacted the Fire Marshal and discussed the requirements of the Fire Code and the Fire Marshal provided the Commission with a memo stating the condition requiring a 20' access condition (#13) could be removed, and the 16' access is adequate for fire needs.

Mr. Stewart opened the Public Hearing.

APPLICANT:

Kim Arbuckle, Arbuckle Costic Architects , 363 State Street Salem

Mr. Arbuckle stated he is a consultant for West Coast Bank, and has worked closely with Sienna Architects, and with the City's requirements from the pre-application meeting, to create a compromise between the need to "fit in" with the Canby Market Place scheme.

Mr. Arbuckle stated he had contacted the Fire Marshal regarding the 20' access requirement, and discussed with him the Uniform Fire Code section 902.2.1 regarding when a fire access road is required, which is when any portion of the building is more than 150' from fire apparatus access, no part of the proposed building that is further than 150' to fire apparatus.

Mr. Arbuckle asked for clarity on the condition for the 20' radius on the

southern entrance to the facility, the applicant believed it was intended just for the eastern curb and did not include the west curb.

Mr. Arbuckle stated they had located their proposed bicycle parking approximately 50' from the front door of the bank. He stated the code indicates the bike parking shall be no further away than the closest parking stall. He explained the closest parking stall is only 16' from the front door, which would be an unsafe location for bicycle parking due to pedestrian traffic, and for the night deposit site.

Clint explained the 50' requirement comes from State Guidelines which is what the code is based on. Mr. Arbuckle explained they are a little over 50' on the bike parking location and they are willing to move it, but they would rather not move it up by the night deposit area for safety reasons.

Mr. Brown questioned why the design did not include such things as window protections, awnings and other features that exist in the rest of the development. Mr. Arbuckle stated their intent was not to copy the rest of the development, but to compliment it.

Mr. Brown asked if Mr. Arbuckle believed the 2 do not enter signs would be sufficient warning for drivers. Mr. Arbuckle stated he believed it would be, and that most people are familiar with how bank drive-thrus function.

Mr. Stewart stated he believed condition #15 was intended for both the east and west curb, and asked Mr. Arbuckle if there was a problem with having both curbs at 20'. It was agreed by the applicants that as long as it didn't interfere with the banks design they had no problem with constructing both curbs with 20' radii.

Mr. Brown asked Mr. Arbuckle about the proposed condition of an additional brick crosswalk located at the right in only access from Sequoia, Mr. Arbuckle stated brick accents had been added to meet the matrix requirements for approval, and the developer would address the issue later.

Matt Grady, Gramor Development, 19767 SW 72nd St, Suite 100 Tualatin, OR 97062. Mr. Grady agreed that there have been many exchanges between the applicant and Gramor, to make the center blend in and make it work.

Mr. Grady stated he believes the parking is still at 4.1 per thousand, and agreed a condition could be written regarding future development making up needed parking if necessary for this application to go forward tonight, regarding having to make up parking spaces in future applications.

Mr. Grady suggested that it might be more appropriate to have an accented crosswalk at the crossing located on the access road from Sequoia, than to mark the internal crossings, but did not want the applicant to lose the points necessary to meet the matrix.

Mrs. Tallman asked for clarification on the future access for pad D2. Mr. Grady

explained it would be a circulation system that will allow traffic to turn into pad D2 before it channels down to the one-way drive-thru for the bank.

Mr. Brown asked if Mr. Grady was proposing highlighting the crosswalk on the access road in lieu of the three crosswalks located internally. Mr. Grady stated he was.

Mr. Stewart asked if Mr. Grady had concerns regarding the access for D2 in the future. Mr. Grady has spoken with Kittleson & Associates, and was told there was trip capacity for a restaurant on pad A, and for development on D2, in terms of trips generated, but there are concerns regarding how the trips would be distributed through the internal circulation.

Mr. Stewart asked if Mr. Grady was aware of condition #24 regarding limiting access for D2 if traffic circulation became a problem in the future. Mr. Grady stated he was aware of the condition, and had asked Clint if the condition could be removed since it dealt with D2 and not the current application for D1. Clint stated it needed to be on record in case there is a problem with the next application.

Mr. Stewart questioned the reduction of the 20' access for the drive-thru to 16'. Mr. Grady explained 16' drive-thru are being used in other locations and there have been no problems associated with them. Mr. Stewart stated a dual axle pick-up truck would have a difficult time making the north turn. Mr. Grady suggested the applicant should address this issue.

Barry Cain, Gramor Development, addressed the issue of the drive-thru width. He stated that it is unusual to have an entrance into a drive-thru facility that is 16' wide for one-way traffic and believes it is more than an adequate width.

Clint reviewed the original design review file for the Gramor Development and verified the 4.1 ratio was calculated for what was built, and as long as each new development meets that requirement the condition will be maintained.

Mr. Stewart closed the Public Hearing and opened Commissioner Deliberations.

Mr. Brown addressed the single direction access issue and explained the normal width is 12', and there is extra maneuvering between the islands, so even though the inside radius is small there is a lot of maneuvering area. He stated he has looked at future access to the D2 and explained there will be a small peninsula that comes out into the parking field to segregate the drive aisle from future parking, but making the turn into that area would be easy. He did not think these two developments would generate enough trips to make that intersection more heavily used than any other intersection in the development.

Mr. Brown stated he would like to see the elevations more closely resemble the original project, but did not believe it should be required to duplicate it.

Issues discussed included:

- Condition #13 be removed as agreed to by the Fire Marshal.
- Condition #14 to allow the location the applicant has proposed for the bicycle parking, but to condition the racks be the hoop/staple type as suggested by the Bike and Ped Committee.
- Condition #15 should stand, there should be two 20' radii at the south access
- Suggested pavement paint for the drive-thru egress.
- He asked for clarity on "Notes" in the staff report. Clint explained the notes are general conditions that don't necessarily have time lines.
- There was a discussion regarding condition #24 and whether it was appropriate to condition this application for future developments.
- Mr. Stewart stated that "Notes" are used when the Planning Commission believes there will be an impact to future development and wants it absolutely clear in the staff report.
- Remove Condition #16, which asked for a brick accented pedestrian walkway at the north/south crossing on the entrance from Sequoia, and replace it with a requirement for paint, since it is reflective and not as slick as brick is in wet weather.
- To remove the brick accented pedestrian walkway and replacing it with paint at the east/west crossing located at the south entrance to the facility.

Mr. Thalhofer stated he agreed with Mr. Browns comments, and believed Conditions #24 & #25 should be left in.

Mr. Manley stated he wanted the applicant to conform to the State Guidelines which requires bicycle parking be located within 50' of the main entrance, and believed Conditions #24 & #25 should be left in.

It was decided to have Condition #14 rewritten to include a staple style bicycle rack, and to stipulate that for pedestrian and night deposit safety reasons it will not be as close to the front door as the closest parking space.

Mr. Stewart stated Mr. Cain had cleared up his concern regarding the maneuverability of the drive-thru. He addressed the amendments to the staff report and stated the Commission will require the applicant to meet the State Guidelines regarding the bicycle parking, they will require two 20' radii for curbs at the south entrance to the facility, changing condition #16 requiring paint on the 2 southern crosswalks and the other two accented with brick, and he believed Conditions #23 & #24 should stand.

It was moved by Mr. Thalhofer to approve DR 01-01 with the stated modifications. Seconded by Mrs. Tallman. Motion carried 5-0.

IV. FINDINGS

DR 00-09/CUP 00-06 Eric Berkey, an application to remodel the vacant Canby Care Center into an Alzheimer's Residence.

It was moved by Mr. Thalhofer to approve DR 00-09/CUP 00-06 as written. Seconded by Mr. Brown. Motion carried 5-0

DR 00-08 Milgard Manufacturing. An application for approval of a 188,504 square foot manufacturing facility in the Canby Industrial Park.

It was moved by Mrs. Tallman to approve DR 00-08 as written. Seconded by Mr. Manley. Motion carried 4-0-1, with Mr. Thalhofer abstaining.

V. NEW BUSINESS

Space Age Fuel Signage

John Williams, Planning Director presented proposed signage for Space Age Fuel.

Mr. Brown asked if there was adequate parking for a fast food restaurant on the site, and if tenants would have to be reviewed by the Planning Commission. John stated when a tenant comes in the Planning Department will look at the use to see if it fits the category that was approved.

John stated the applicant has proposed a pole sign, signage on the canopy, and signage on the building. He explained the colors are similar to the colors that are proposed for the development.

It was moved by Mr. Brown to approve the colors for the signage at Space Age Fuel as submitted. Seconded by Mrs. Tallman. Motion carried 4-0-1 with Mr. Thalhofer abstaining.

VI. MINUTES

January 8, 2001

It was moved by Mrs. Tallman to approve the minutes of January 8, 2001. Seconded by Mr. Brown. Motion carried 5-0.

January 22, 2001

Mr. Stewart stated he wanted the conversation with the Plant Manager for Milgard Manufacturing to be included in the minutes verbatim, so these minutes will be voted on at the meeting scheduled for February 26, 2001.

VII. DIRECTOR'S REPORT

John stated the City is in the process of collecting petitions for withdrawing from Tri-Met. He explained that 15% of the electorate is needed to be eligible to

withdraw from Tri-Met. There will be a petition available at the Planning Office for interested citizens.

Mr. Stewart questioned the role of the Planning Commission in this process, and suggested a joint hearing with the City Council. John stated he would present it to the City Council.

Mr. Brown questioned why it is so complicated to withdraw from Tri-Met. John explained Tri-Met is a government taxing agency and the City has to demonstrate they can provide equal or better service. He added that at this time Canby and the City of Troutdale are the only cities eligible to withdraw. Mr. Stewart stated there are a myriad of questions that need to be decided, from where the routes will go, the type of bus drivers that will be hired (City Employees or contracted out), and will the City own the buses?

John stated it is fast tracked because the window for applying to withdraw closes August 30, 2001, and there will not be another opportunity for 5 years. John explained the petitions need to be obtained, the transit plan needs to be created, financials gotten together, and at the same time the buses need to be ordered, and a contractor or city employee needs to be hired to run the services. John stated the City is fortunate to have a good task force that is doing a lot of work with the staff.

John stated there will be a meeting of the Transportation Task Force on the 15th of February at the Adult Center, and invited anyone who had questions to attend. He explained the City Council will be holding a special meeting regarding Sequoia Parkway funding at the same time, at the main room of the Adult Center.

John asked the Commissioners how they wanted to deal with meetings that fell on scheduled holidays, there are three of them this year, Memorial Day, Veteran's Day, and Christmas. It was agreed to hold meetings on the Tuesday after Memorial, and Veteran's Day, and to cancel the meeting at Christmas.

Mr. Stewart announced that a group of citizens headed by Mike Breshears have been working on bringing a Vietnam Memorial to Canby, they have been given a Red Cross, UH1D Helicopter they believe served in Vietnam. He explained a donation drive is planned, and a state wide design contest for the memorial will be run by the Clackamas Community College's Architecture Class. He stated the plan is to have the helicopter on a flat bed truck during the 4th of July parade.

John informed the Planning Commission that Russ Mabry who has run the telecast for OCTS for Planning Commission, City Council, and School Board meetings for over 9 years, will no longer be doing them. Mr. Stewart thanked Mr. Mabry and appreciated the amount of time he has spent working with the Commission.

Mr. Brown stated he has heard comments from citizens regarding Canby's growth rate. For example the Faist Additions were to take up to 7 years to build out, and a year and a half later they are into Phase IV. There are concerns regarding how the infrastructure will be funded for the schools and the fire district and suggested a

mechanism needs to be considered on how to fund the infrastructure to support the development. He added that while looking at codifying and implementing the Comprehensive Plan a slow growth mechanism could be implemented at the same time. He stated he wants to know if this is a legitimate concern or if it is a small group of people he is associated with.

Mr. Stewart stated that he has seen a change in the last 6 months regarding Canby's growth. One major concern is that when the new middle school is built and opens up it will be full. Citizens have questioned if the City is looking far enough ahead and have even suggested a moratorium on growth, when it's explained it is against state law, their response is to, "change the law". Mr. Stewart invited the audience to get involved and to let the Planning Commission know what their thoughts are on the issue.

Mr. Thalsofer believes that people realize that although this is a local issue it needs to be handled at the legislative level.

Mr. Stewart stated he is concerned that the City continues to build, but is unable to keep what it has intact. He stated the curbs and sidewalks in Wait Park are deteriorating badly, as are some of the sidewalks in older local neighborhoods. He stated that 60% of Canby's citizens are age 50 or older, some who have neither the energy or the monetary resources to replace 50-60' of sidewalks and curb. He stated a mechanism needs to be created where we can keep our sidewalks and streets in old established neighborhoods, or it will become a severe problem.

Mr. Brown stated he was surprised at the lack of communication between community organizations. He explained at the School Boundary Committee meeting they were discussing planning issues, trying to guess the what was going to grow where, and there wasn't a Comprehensive Plan map, and they really didn't have an understanding of some of the planning issues. He believes overlapping information would be helpful to everyone.

Mr. Stewart stated that was why he recommended more joint meetings with the City Council so the major issues facing our community could be discussed and some ideas come up with to pull all things together to make it work.

Mr. Manley stated he believes people would like to see Canby's growth slow down a bit.

Mrs. Tallman stated she represents older people and believes their fear is more taxes, which they associate with fast growth. They are on fixed incomes and are hit hard by any increases in taxes. She added in the last 5 years she has seen more interest in what is happening in Canby and believes OCTS, Channel 5's coverage has made a big difference in keeping people informed.

VII. ADJOURNMENT