

# MINUTES

## CANBY PLANNING COMMISSION

7:00pm September 23, 2002  
City Council Chambers, 155 NW 2<sup>nd</sup>

---

---

### I. ROLL CALL

**PRESENT:** Vice-Chairman Jim Brown, Commissioners Randy Tessman, Paul Thalhofer, Geoffrey Manley

**ABSENT:** Keith Stewart

**STAFF:** John Williams, Planning and Community Development Director, Clint Chiavarini, Associate Planner

**OTHERS PRESENT:** Bob Kauffman, Peter Baer, Jerry Barkman

### II. CITIZEN INPUT ON NON-AGENDA ITEMS

None

### III. PUBLIC HEARINGS

**DR 02-03** An application by Jerry Barkman, HOPE Village requesting site and design approval for a 50 unit elderly living apartment complex on the HOPE Village campus. The proposal contains 42 one bedroom units and 8 two bedroom units.

Mr. Brown 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, Mr. Thalhofer stated his firm represents HOPE Village and would be abstaining from the discussion and vote. When asked if any Commissioner had ex-parte contact, Commissioners Manley, Tessman and Brown had visited the site, but had drawn no conclusions. No questions were asked of the Commissioners.

Clint Chiavarini, Associate Planner presented the staff report. He explained that this apartment building would be called The Meadows and designated as elderly living, it would be similar in design to Cascade House at HOPE Village.

Clint explained access to this complex would be from internal streets and off of

Fir St. and that half street improvements on Fir St. would be required as part of this project. The applicant has proposed 46% landscaping with this phase and 26 trees which exceeds the required amount.

Clint explained that HOPE Village was granted a reduction of the parking requirements as part of the original approval due to being elderly housing. The reduction allowed 1.3 spaces per unit which requires a minimum of 65 spaces for this project, the applicant is proposing 71 spaces.

Clint stated the applicant has supplied bicycle parking under an awning of the building close to the main entrance, which meets City code requirements.

Clint explained there will be 2 driveways on Fir St. with access for the apartments from internal streets that connect with Fir St. and S. Ivy.

Clint stated the applicant is proposing a single sign to be placed in front of the building facing the corner of 13<sup>th</sup> and S. Fir St. The sign is 31 square feet which is well below the 60 square feet they are allowed by code.

Clint stated the appearance of the buildings (colors and materials) would match the existing structures in HOPE Village.

Clint stated no adverse comments were received from utility providers.

Clint explained the application received 87.5% on the compatibility matrix with a minimum score of 65% needed.

Clint stated that staff has suggested a direct pedestrian path be established from the main entrance to S. Fir St., the applicant is amenable to the suggestion and has an layout already. The applicant has asked that the requirement for wheel stops be modified to allow the use of Bollards at the end of each parking space. This would prevent cars from rolling into the sidewalks but not be a tripping hazards that wheel stops can be for elderly residents. Staff agrees that this would meet the intend of the requirement.

Clint added that the Fire Marshal has required a fire hydrant to be located in the northeast corner of the site and he has added that as a condition.

Clint stated that with the recommended conditions staff believes the application meets all applicable criteria and recommends approval.

## **APPLICANT**

Jerry Barkman, Executive Director, HOPE Village addressed the Planning Commission. He stated this is the 8<sup>th</sup> time HOPE Village has been before the Commission since 1992.

Mr. Barkman stated that this complex will be a twin to the Cascade House which has had a 100% occupancy rate since it opened in 1998. Mr. Barkman stated that the rents for The Meadows will be slightly higher than rent at Cascade House (which run from \$330 to \$550 per month) due to the larger apartments. He added that with the completion of this project Canby will have 100 units of affordable housing available for the elderly.

Peter Baer, Pinnacle Architecture addressed the Commission. He explained that he was there to answer questions the Commission had and to clarify the wheel stop issue. He explained the Bollards would prevent the cars from coming onto the sidewalk, and eliminate the tripping hazard curbs present for elderly citizens.

Mr. Baer stated they have agreed to bring the sidewalk directly from the building out to the street and there is enough room so there will be no loss of landscaping.

Mr. Brown asked what had been approved for HOPE Village at this time. Mr. Barkman stated the garden homes on Jefferson Court and Washington Court have been approved but they are still waiting for approval on Theissen Court and Bachelor Court. Mr. Brown clarified that those last 4 units would be the extent of the build out.

Mr. Brown asked if the half street improvements would be done under a separate contract. Mr. Baer stated it would be a separate contract but it would be built prior to or simultaneously with this project since it's a requirement by the Fire Marshal that they be in place prior to construction.

Mr. Brown questioned if the road on the east side of the building was a fire access road, and if it was, is the round about proposed been approved by the Fire Marshal. Mr. Baer stated that the Fire Department had approved the road in June, but since that approval they have required a hammer head turn around. He stated they have presented a proposal to the Fire Department for that turn around.

Mr. Brown asked how the condition read, Clint stated the conditions of approval require that the applicant coordinate with utility providers prior to preconstruction and include appropriate street designs. Clint stated it would not be built with out the Fire Marshal's approval.

Mr. Brown asked if there was a need for a curb cut at the south end of the fire access drive. Mr. Baer explained that there will be a curb cut when the is built but there will be no need for a ramp.

**PROPOSERS:**

None

**OPPOSERS:**

None

Mr. Brown closed the public hearing and opened Commissioner deliberations.

Mr. Manley believed it was a good application, and had no concerns regarding allowing Bollards instead of wheel stops, but suggested the distance stated in the existing conditions be modified. He agreed the pedestrian walkway should be required to extend to Fir St.

Mr. Tessman believed the application met the approval criteria. He suggested adding additional language regarding the fire access turn around.

Mr. Brown agreed that the application met the approval criteria. He questioned if the pedestrian pathway would be completed all the way around the site at this time. Mr. Baer stated that all improvements will be completed with this phase.

It was moved by Mr. Manley to approve DR 02-03 as amended by changing condition #4 to allow Bollards and modify the distance indicated, that condition #7 remain as stated and modifying condition #1 to reflect the change regarding the fire access turn around. Seconded by Mr. Tessman. Motion carried 3-0 with Mr. Thalhofer abstaining.

#### **IV. NEW BUSINESS**

John Williams, Planning Director presented the Commissioners with a memo from Beth Saul stating that adequate funding is in place for the Wait Park restroom renovation. He stated that demolition would begin in a couple of weeks and construction would begin in mid to late October.

John stated that the construction would be done by the Canby High School Construction Class, the school has projected the construction would take approximately 6 months. The Parks Department will be supply portable facilities for the duration of the construction, which is expected to be completed prior to the Jazz festival scheduled for May.

Mr. Brown explained that one of the conditions of approval stated all funding would be in place prior to the demolition of the existing facility to make sure there would be enough to complete the project.

Mr. Brown stated that during the neighbor to neighbor project last year the reconstruction of the restrooms were on the wish list, but it was not logistically possible to complete at that time. He explained that the High School has agreed to do the construction of the restrooms but are not able to do the concrete or the underground work, which will have to be coordinated to allow this project to start during this semester of school. He stated that CBR (Canby Business Revitalization) believes that with the amount of grants and other funding they have already received and the commitment to

continue the fund raising they can raise the entire amount and are asking the Commission to approve the application.

It was agreed by the Planning Commission to allow the project to go forward.

## **V. FINDINGS**

**MLP 02-04 Pierpont, LLC/JVNW** An application to divide 9.94 acres into 2 parcels. Parcel 1 would be 6.0 acres and would be sold as a developable lot and Parcel 2 would be 3.94 acres and contain the existing JVNW building.

It was moved by Mr. Manley to approve MLP 02-04 as written. Seconded by Mr. Thalhofer. Motion carried 4-0.

## **VI. DIRECTOR'S REPORT**

Clint Chiavarini updated the Commission on the rezoning process. On October 28<sup>th</sup> there will be a public hearing for the residential design standards. This will be a new chapter in the planning ordinance and will address design standards for every new house, apartment or duplex that is built in the City. Notices will be sent to all property owners in the City announcing the public hearing. After which the Planning Commission will make a recommendation to the City Council who will hear it at their December 4<sup>th</sup> meeting. The City Council will choose to adopt or reject the ordinance at that time.

Clint explained that September 26<sup>th</sup> is the first meeting of the Citizens Advisory Committee on periodic review as it relates to the rezoning project. Staff has been updating the buildable lands inventory that was completed several years ago to take into account the code changes that were made last year in allowable densities.

Clint explained that they would be looking at different parts of the City to see if the existing residential zoning should be up zoned or down zoned and will also be looking at the industrial and commercial zones to see what the needs are there.

Clint stated that if anyone is interested in becoming involved with the process to attend the meeting which are open to the public.

Mr. Brown requested the Commissioners receive the code language at least 2 meetings prior to the public hearing so they could have adequate time to read it. Clint stated he would get the drafts to the Commissioners as soon as he could.

Mr. Tessman asked if anything had been done to compare how various zones around town had actually been built out. Clint stated he could look at the assessors data and get a better picture of what the current density is.

## **VII. ADJOURNMENT**