

MINUTES
CANBY PLANNING COMMISSION

7:00 PM – November 13, 2006
City Hall Conference Room – 182 N Holly Street

PRESENT: Commissioners John Molamphy, Geoffrey Manley, Randy Tessman, Bruce Holte and Janet Milne

ABSENT: Chair Jim Brown, Commissioner Dan Ewert

STAFF: John Williams, Community Development and Planning Director; Kevin Cook; Associate Planner; Matilda Deas, Project Planner; Jill Thorn, Planning Staff

OTHERS PRESENT:

I. **CITIZEN INPUT** None

II. **FINDINGS**

SUB 06-04 – Fawver – 2166 N Locust Street – Commissioner Molamphy moved to approve the findings, conclusion and final order for SUB 06-04 as presented. Motion seconded by Commissioner Milne and passed 3-0-2. (Commissioner Holte and Commissioner Tessman abstained).

III. **MINUTES October 23, 2006**

Commissioner Molamphy moved to approve minutes of October 23, 2006 as presented. Motion seconded by Commissioner Milne and passed 3-0-2. (Commissioner Holte and Commissioner Tessman abstained).

IV. **NEW BUSINESS – Annexation Criteria**

John Williams presented the following proposed annexation process changes

1. Annexation eligibility
 - A. Island and small or
 - B. Part of an approved Master Plan
2. Annexation review criteria
 - A. Review if needed
3. Public information
 - A. Create matrix outlining non-required elements of application
 - B. Separate matrix for “island” properties based on neighborhood compatibility
 - C. Small properties in master plan areas can list all master plan elements
4. Development agreements
 - A. To ensure everything promised actually happens

Matilda Deas presented an updated map of areas that could be annexed and a draft of a possible matrix that could be used by annexation applicants to give the public a better picture of what is being proposed for annexation.

Planning Commission discussion points

1. Measure 37 – what properties are eligible; could City inventory and map
2. ABC system – the Commission favored eliminating this system because remaining properties cannot be logically divided into three categories. The Commission acknowledged some in the community support its existence, so agreed to consider using it to prioritize master plan work. Alternatively, bring all properties to A
3. Small properties – have them submit binding development plans including all developable adjacent properties either as a group plan or a subdivision
4. Annexation criteria for large farmland vs small farmland – the Commission agreed it should be eliminated based on current annexable land supply.
5. ABC system – outgrown – drop
6. Need - three year land supply. This criteria can remain.
7. Access criteria – should remain and expanded in master planning

The Commission agreed with the proposal with the modifications as noted above.

John Williams summarized a work plan for the staff that included writing code for annexation eligibility; revising the annexation criteria; developing policy for the public information and developing code for the development agreements.

The results of the work plan would be brought back to the Commission for review and comments after which the Commission would hold public hearings for input from the public and make a recommendation to the City Council.

V. DIRECTOR'S REPORT

John Williams reported that Catherine Comer of Canby Business Development had put an RFP out as a result of the comments received at the October 23, 2006 Planning Commission meeting. This project will deal with a visual inventory of Highway 99E commercial; merging highway commercial with the downtown plan; gateways; pedestrian crossing of Highway 99E and signage. The contract is to be signed by mid-December.