

**MINUTES**  
**CANBY PLANNING COMMISSION**  
7:30 PM – November 24, 2008  
City Council Chambers – 155 NW 2<sup>nd</sup> Avenue

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**PRESENT:** Vice Chair Jan Milne, Commissioners Bruce Holte, Sean Joyce, Chuck Kocher, and Jared Taylor

**ABSENT:** Dan Ewert and Misty Slagle

**STAFF:** Melissa Hardy, Associate Planner and Jill Thorn, Planning Staff

**OTHERS PRESENT:** Matt Hastie, Darren Monen, Todd Iselin, Ellen Christiansen, Rennie Baskett, Gordon Root, Carol Strode, and Steven Willis

Vice Chair Milne welcomed newly appointed Planning Commissioner Sean Joyce to the Commission.

**I. CITIZEN INPUT** None

**II. NEW BUSINESS - Request for Planning Commission to Initiate a Text Amendment** – The American Legion Post located at 424 NW First Avenue is requesting the Planning Commission initiate a code amendment to expand the “no off-street parking” area in CMC 16.40.B one Block west to include the area between N Fir Street, N Elm Street, NW First Avenue and NW Third Avenue.

Commander Steven Willis explained that the new state law will prohibit smoking in the lounge after January 1, 2009. The Post would like to set up an outdoor lounge in the parking lot. The Post now has four parking spaces and they would like to use one of them for a covered lounge area for the patrons who smoke. To accomplish this Code needs to change to allow for “no off-street parking”.

Commissioner Holte moved to direct staff to return with a text amendment to CMC 16.40.B. It was seconded by Commissioner Kocher. The motion passed 4-0.

**III. PUBLIC HEARINGS**

**DR 08-03/VAR 08-02 – Monen** - The applicant is requesting Site and Design Review approval to build three attached dwelling units on an 11,500 square foot property, where a 1,697 square foot duplex already exists. The applicant is also requesting a concurrent Minor Variance to reduce the required minimum 20 foot street yard setback from N.W. 4<sup>th</sup> Avenue by two feet, in order to locate the proposed building 18 feet from the lot line abutting N.W. 4<sup>th</sup> Avenue.

Vice Chair Milne read the public hearing format. When asked if any Commissioner had a conflict of interest, none was expressed. When asked if any Commissioner had ex-parte contact, none was stated. No questions were asked of the Commissioners.

Melissa Hardy presented the November 12, 2008 staff report for the record. She summarized the correspondence received after the staff report was published from Alan Baker.

Ms. Hardy stated that staff concluded the application with the conditions specified in the staff report meets all approval criteria.

Commissioner Milne asked if building a duplex instead of a triplex would still meet the density required for the zone.

Ms Hardy responded that it would.

**Applicant:** Todd Iselin, architect for the applicant, said they were in agreement with the condition to save the tree and were going to add one additional parking space.

Darren Monen, applicant, stated that he had purchased the property 14 years ago and at the Pre-Application meeting staff required him to re-plat the site.

Commissioner Taylor joined the Commission and stated he had no ex-parte contact or conflict of interest in this matter.

**Proponents:** None

**Opponents:** Ellen Christiansen of 442 NW 4<sup>th</sup> Avenue stated she lived across the street from the site and was concerned about the parking in the area.

**Rebuttal:** Todd Iselin responded that each of the units would have a single car garage and that two additional spaces could be provided.

Vice Chair Milne closed the public hearing.

Commissioner Holte asked if additional parking was being required for approval. Ms Hardy responded it was.

Commissioner Milne felt the neighbors were justified with their concerns about parking; however the more impervious area that was created, the more storm water that went into the storm drains. In this case she would side with the safety aspect and agree that the one additional space was necessary.

Commissioner Taylor stated he was not in favor of forcing a landowner to add more than the code required.

It was moved by Commissioner Holte to approve DR 08-03/VAR 08-02 as presented. It was seconded by Commissioner Taylor. The motion passed 5-0.

#### **TA 08-04 – Sign Code Revisions**

Vice Chair Milne read the public hearing format. When asked if any Commissioner had a conflict of interest, none was expressed. When asked if any Commissioner had ex-parte contact, none was stated. No questions were asked of the Commissioners.

Matt Hastie of Angelo Planning stated this modification to the sign code was a follow up to the Commercial Design project that had been completed earlier. The purpose was to improve and enhance the appearance of signs in the City. A citizen's taskforce worked with the consultant to develop a code amendment recommendation.

Commissioner Milne stated it had been a long process and thanked the volunteers who participated.

**Proponents:** Rennie Baskett, manager of Walgren's, stated that his store had a reader board that could not be used until this code was adopted because currently only white lights are allowed on reader boards. He stated he was in favor of the new code.

Gordon Root, member of the taskforce, stated that he was in favor of the new code because it was protecting businesses to do business in Canby.

**Opponents:** None

**Rebuttal:** None

Vice Chair Milne closed the public hearing.

It was moved by Commissioner Taylor to recommend adoption by the City Council based on the findings in the staff report of November 13, 2008. It was seconded by Commissioner Holte. The motion passed 5-0.

#### **IV. FINDINGS**

**DR 08-03/ VAR 08-02 – Monen** - It was moved by Commissioner Holte to approve the written findings for DR 08-03/VAR 08-02 – Monen as presented. It was seconded by Commissioner Kocher. The motion passed 5-0.

#### **V. MINUTES**

**October 27, 2008** - Commissioner Kocher moved to approve minutes of October 27, 2008 as presented. Motion seconded by Commissioner Taylor and passed 4-0 with Commissioner Joyce abstaining.

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

#### **VII. ADJOURNMENT**