

MINUTES
CANBY PLANNING COMMISSION
7:00 PM – March 22, 2010
City Council Chambers – 155 NW 2nd Avenue

PRESENT: Chair Dan Ewert, Vice Chair Jan Milne, Commissioners Chuck Kocher, John Proctor, Misty Slagle and Randy Tessman

ABSENT: Commissioner Sean Joyce

STAFF: Bryan Brown, Planning Director; Melissa Hardy, Associate Planner; and Jill Thorn, Planning Staff

OTHERS PRESENT: Peter Hostetler and Brian Hodson, City Councilor and Planning Commission Liaison

1. CALL TO ORDER

2. CITIZEN INPUT **Peter Hostetler**, a local contractor, addressed the Commission on his concerns regarding the length of time it takes for an applicant to complete the process of getting approval for Site and Design Review. He was requesting a more “user friendly” process for smaller projects. He felt the public process was not really necessary for such projects. He inquired as to what has been done since the work session on September 28, 2009.

Bryan Brown, Planning Director, stated that he was reviewing several flow charts and didn't feel the process could be shortened with a Code Text Amendment.

Commissioner Ewert stated that it was not the desire to the Commission to eliminate the public process. He felt the Commission represented what the public would like to happen in the City.

Bryan Brown suggested that at the April 12, 2010 Commission meeting a work session be held to discuss the Site and Design Review application and associated check list of necessary items for submittal. He also said he would try to bring back information on what a “limited land use” code change option might look like for further discussion by the Commission.

3. PUBLIC HEARINGS **None**

4. NEW BUSINESS

a. MOD 10-01 - Request from the City of Canby for an Intermediate Modification of a previous Site and Design Review (DR-02-01) and Conditional Use Permit (CUP-02-02) approval, to construct the following improvements to the Canby Public Works Operation Center and Wastewater Treatment Plant located north of N.E. Territorial Road, at 1470/1480 N.E. Territorial Road: a 193 sq. ft. UV disinfection building, a 1,120 sq. ft. sanitary sewer solids receiving building, and two asphaltic concrete (AC) pads approximately 2,800 and 3,800 sq. ft. each.

Commissioner Milne asked what type of asphalt would be used for the parking areas.

Melissa Hardy stated it appears it will be standard asphalt.

Commissioner Milne felt the application was straight forward and met the approval criteria.

Bryan Brown stated that this application could have been processed as a minor modification, and if so, that staff would have made a decision, but he felt because the proposed development includes constructing new buildings, that was of public interest so he moved it to an intermediate application for the Planning Commission to hear.

Commissioner Ewert said that he feels if the staff ever has a question about whether the Planning Commission should review a modification, and then the Commission should review it.

Commissioner Milne moved that based upon the application materials received, the facts and findings detailed in the staff report, including all attachments, that the Planning Commission finds that with conditions of approval, this application meets all approval criteria for Modification of Site and Design Review DR 02-01/CUP 02-02. It was seconded by Commissioner Slagle. The motion passed 6-0.

5. FINAL DECISIONS

a. MOD 10-01 – City of Canby- It was moved by Commissioner Milne to approve the written findings for MOD 10-01 – City of Canby – as presented. It was seconded by Commissioner Kocher. The motion passed 6-0.

6. MINUTES

a. February 8, 2010 - Commissioner Milne moved to approve minutes of February 8, 2010 as presented. Motion seconded by Commissioner Proctor and passed 3-0 with Commissioners Ewert, Slagle and Tessman abstaining.

7. ITEMS OF INTEREST FROM STAFF Bryan Brown reported that Matilda Deas, Long Range Planner, was holding a series of meetings for the public to comment on the Transportation System Plan solutions report. March 29th at the Canby United Methodist Church and March 23 and March 30 at the Canby Adult Center. All meetings will be from 7 PM to 8:30 PM and the public is encouraged to attend.

8. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION - Commissioner Tessman was welcomed back to the Commission by the members.

Commissioner Ewert expressed is appreciation for the great job that the entire staff does for the Commission and the public.

Commissioner Ewert also said that he appreciated the comments received during the citizen input portion of the meeting, and he encouraged anyone interested in talking to the Planning Commission to come to a Planning Commission meeting and share their thoughts.

9. ADJOURNMENT