

MINUTES
PLANNING COMMISSION
April 14, 2014 7:00 PM
City Council Chambers – 155 NW 2nd Avenue

PRESENT: Commissioners Tyler Smith, Shawn Hensley, John Savory, John Serlet, and Larry Boatright

STAFF: Bryan Brown, Planning Director, Angie Lehnert, Associate Planner, Renate Mengelberg, Economic Development Director, and Laney Fouse, Planning Staff

OTHERS: Scott McCormack, Havlin Kemp, Chris Suskie, and Jennifer Kimura

1. CALL TO ORDER

Commissioner Smith called the meeting to order at 7 pm.

2. CITIZEN INPUT ON NON-AGENDA ITEMS - None

3. MINUTES

Motions:

Commissioner Savory moved to adopt the February 10, 2014 Planning Commission Minutes, Commissioner Serlet seconded. Motion passed 5/0.

Commissioner Savory moved to adopt the February 24, 2014 Planning Commission Minutes, Commissioner Hensley seconded. Motion passed 5/0.

4. PUBLIC HEARING

- a. *The applicant is proposing to construct a 34,205 sf speculative lease building and parking lot at the Trend Business Center. (DR 14-01)*

Chair Smith read the Public Hearing format and opened the public hearing.

The Commission had no conflicts of interest and no ex parte contacts to declare. There were no objections from the audience.

Angie Lehnert, Associate Planner, entered the staff report into the record. This was an application to build a lease building and parking lot on 2.44 acres along 341 S Sequoia. The building could be separated into three tenant spaces or all occupied by one tenant. The traffic study showed no issues or need for mitigation. No conflicts with the TSP were found. There would be two 40 foot joint use driveways on Sequoia and pedestrian walkways would be included. She explained how the points on the review matrix were earned for transportation and pedestrian circulation, parking, landscaping, and building appearance. She further explained the parking and landscaping calculations and how some of the current landscaping would be removed. Parking bumpers or wheel stops were required, but the applicant preferred not to have them.

Bryan Brown, Planning Director, stated the issue was the bumpers overhanging the curb and damaging a row of shrubs. The landscaping proposed had to be analyzed to know whether or not

having wheel stops would cause a potential problem. If the bumper covered half the sidewalk, they would not meet the width requirement.

Ms. Lehnert said for bicycle parking, a u-style rack needed to be installed at each entrance. Five bicycle parking spots were required. No rooftop equipment was proposed at this time. The applicant wanted lighting as a condition. Staff needed direction on what type of lights and what shielding should be required. Condition #15 needed to say three instead of four compact parking spots required.

Applicants:

Scott McCormack, Trend Business, gave a brief history of Trend, the land they acquired, current tenants, and the land they sold to PumpTech. Building C would be similar to Building D that was built in 2008. They were fine with the conditions proposed by staff.

Havlin Kemp, designer of the buildings, stated the idea was to make all the buildings look like a cohesive campus and to meet the conditions of the City. What they were proposing for Building C was approvable with the past buildings and requirements. He thought the parking requirements were also met.

Renate Mengelberg, Economic Development Director, said the design was consistent with the existing Trend Business Center and intended to be flexible to meet market demand. This building was a great addition for needed industrial space and the landscaping was consistent with the look of the Industrial Park.

There were no proponents or opponents.

Neutral

Chris Suskie, PumpTech, questioned the driveway proposal but it appeared from the plans that Buildings C and D would share a driveway.

Mr. McCormack clarified there would be two shared driveways, one for Buildings C and D and one for Buildings C and B.

Chair Smith closed the public hearing at 7:42 pm.

Commissioner Deliberation:

Commissioner Savory asked for clarification on the lighting plan.

Chair Smith suggested they go with either partially screened with the lower lumens or fully screened if they wanted the higher lumens.

Ms. Lehnert explained the site lighting plan.

Commissioner Savory modified Condition #17 to allow either fully shielded or shielded lights.

Chair Smith proposed the following language for Condition #17, "All site lighting shall meet the shielding and lumen standards Table 16.43.070, with either fully shielded or shielded lighting."

Commissioner Boatright discussed the wheel stop issue and clarified the stops would be by the sidewalks against the building, not in the parking lot or on Sequoia.

Mr. Helm said with a 6.6 foot sidewalk, they still met the width requirements if there was an overhang.

Commissioner Hensley asked if there was an issue with the driveways.

Mr. Suskie said it looked like the driveway would be widened.

Mr. Helm confirmed it would be widened by 10 more feet to be a total width of 40 feet.

Mr. Suskie said it was fine with him as it would give his property better access and removed an angle.

Mr. McCormack said there was an easement which allowed the expanded driveway.

Motion:

Commissioner Hensley moved to approve the Trend Business Site and Design Review DR 14-01 with the amendments made to Conditions #15 and #17, Commissioner Savory seconded. Motion passed 5/0.

5. FINAL DECISIONS

(Note: These are final, written versions of previous oral decisions. No public testimony.)

- a. *Site and Design Review, Trend Business/VLMK (DR 14-01)*

There was consensus to approve the final decisions for the site and design review for Trend Business/VLMK (DR 14-01).

6. ITEMS OF INTEREST/REPORT FROM STAFF

- a. *April 28, 2014 Planning Commission meeting will include: TA 14-01 Code Streamlining Industrial Development; PUD 14-01/SUB 14-01 Emerald Garden Townhomes, and SUB 14-02 Dinsmore Estates.*
- b. *May 26, 2014 Memorial Day Holiday*
- c. *Request for a Special Planning Commission meeting on Tuesday, May 27, 2014 to review an application from McDonalds.*

There was consensus to hold a special meeting on May 28.

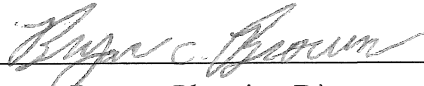
There was discussion regarding a Fred Meyer project appeal. Staff had a deadline of April 24 to prepare the revised record in a manner that did not result in objections.

7. ADJOURNMENT

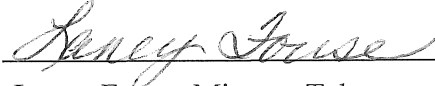
Motion: Commissioner Savory made a motion to adjourn; Commissioner Hensley seconded the motion. Motion passed 4/0. Meeting was adjourned at 8:27 pm.

The undersigned certify the **April 14, 2014** were presented to and **APPROVED** by
the Planning Commission of the City of Canby.

DATED this 28th day of April, 2014



Bryan Brown, Planning Director



Laney Fouse, Minutes Taker

Assisted with Preparation of Minutes – Susan Wood