

PLANNING COMMISSION

Meeting Agenda (Revised)

Monday – April 11, 2016

7:00 PM

City Council Chambers – 155 NW 2nd Avenue

Commissioner John Savory (Chair)

Commissioner Shawn Hensley (Vice Chair)

Commissioner John Serlet

Commissioner Larry Boatright

Commissioner Kristene Rocha

Commissioner Derrick Mottern

Commissioner Tyler Smith

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1. **CALL TO ORDER**
 - *Invocation and Pledge of Allegiance*
 2. **CITIZEN INPUT ON NON-AGENDA ITEMS**
 3. **MINUTES**
 4. **PUBLIC HEARING**
 - *Consider a request for a Site & Design Review/Major Variance for the proposed 174-unit Sequoia Grove Apartments (DR/VAR 16-01)*
 5. **NEW BUSINESS**
 - *None*
 6. **FINAL DECISIONS (Note: These are final, written findings of previous oral decisions. No public testimony.)**
 - *DR/VAR 16-01 Sequoia Grove Apartments*
 7. **ITEMS OF INTEREST/REPORT FROM STAFF**
 - *Next Regular Planning Commission meeting scheduled for Monday, April 25, 2016*
 8. **ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION**
 9. **ADJOURNMENT**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting at 503-266-7001.

A copy of this agenda can be found on the City's web page at www.ci.canby.or.us City Council and Planning Commission Meetings are broadcast live and can be viewed on OCTS Channel 5. For a schedule of the playback times, please call 503-263-6287.

PUBLIC HEARING FORMAT

The public hearing will be conducted as follows:

- **STAFF REPORT**
- **QUESTIONS** (If any, by the Planning Commission or staff)
- **OPEN PUBLIC HEARING FOR TESTIMONY:**
 - APPLICANT** (Not more than 15 minutes)
 - PROPONENTS** (Persons in favor of application) (Not more than 5 minutes per person)
 - OPPONENTS** (Persons opposed to application) (Not more than 5 minutes per person)
 - NEUTRAL** (Persons with no opinion) (Not more than 5 minutes per person)
 - REBUTTAL** (By applicant, not more than 10 minutes)
- **CLOSE PUBLIC HEARING** (No further public testimony allowed)
- **QUESTIONS** (If any by the Planning Commission)
- **DISCUSSION** (By the Planning Commission)
- **DECISION** (By the Planning Commission)

All interested persons in attendance shall be heard on the matter. If you wish to testify on this matter, please step forward when the Chair calls for Proponents if you favor the application; or Opponents if you are opposed to the application; to the microphone, state your name address, and interest in the matter. You will also need to sign the Testimony sheet and while at the microphone, please say your name and address prior to testifying. You may be limited by time for your statement, depending upon how many people wish to testify.

EVERYONE PRESENT IS ENCOURAGED TO TESTIFY, EVEN IF IT IS ONLY TO CONCUR WITH PREVIOUS TESTIMONY. All questions must be directed through the Chair. Any evidence to be considered must be submitted to the hearing body for public access.

Testimony and evidence must be directed toward the applicable review criteria contained in the staff report, the Comprehensive Plan, or other land use regulations which the person believes to apply to the decision.

Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision-maker and interested parties an opportunity to respond to the issue, may preclude appeal to the City Council and the Land Use Board of Appeals based on that issue.

Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the local government to respond to the issue may preclude an action for damages in circuit court.

Before the conclusion of the initial evidentiary hearing, any participant may ask the hearings body for an opportunity to present additional relevant evidence or testimony that is within the scope of the hearing. The Planning Commission shall grant such requests by continuing the public hearing or leaving the record open for additional written evidence or testimony. Any such continuance or extension shall be subject to the limitations of the 120-day rule, unless the continuance or extension is requested or agreed to by the applicant.

If additional documents or evidence are provided by any party, the Planning Commission may, if requested, allow a continuance or leave the record open to allow the parties a reasonable opportunity to respond. Any such continuance or extension of the record requested by an applicant shall result in a corresponding extension of the 120-day time period.

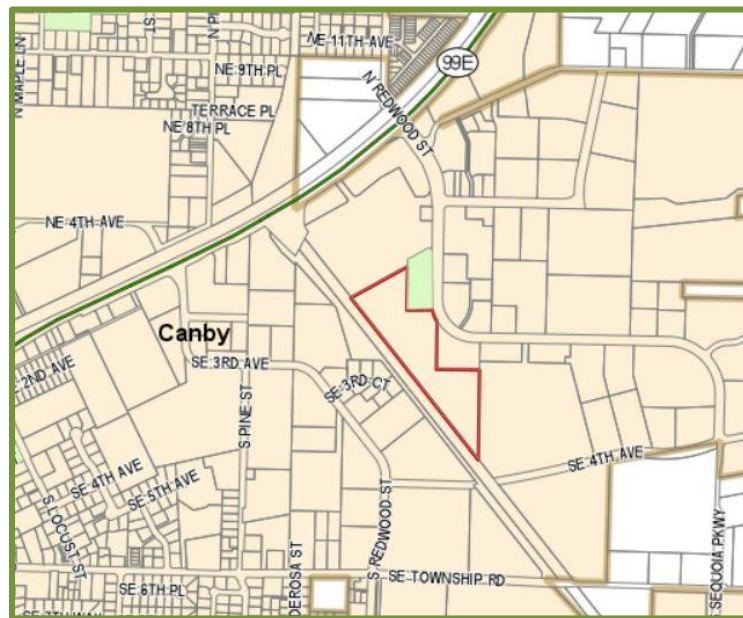


City of Canby

SITE AND DESIGN REVIEW/VARIANCE STAFF REPORT
FILE #: DR 16-01/VAR 16-01, SEQUOIA GROVE APARTMENTS
PREPARED FOR THE APRIL 11, 2016 PLANNING COMMISSION MEETING
PREPARED BY: BRYAN BROWN, PLANNING DIRECTOR

LOCATION: 259 S Sequoia Parkway

TAXLOT: 31E34C02101 (property bordered in red on map below)



LOT SIZE: 7.58 acre parcel

ZONING: R-2 High Density Residential

OWNER: Jeff Gordon

APPLICANT: Urban IDM, Aaron Jones

Representative: SGA Engineering – Scott Taylor

APPLICATION TYPE: Site & Design Review (Type III)/ Variance (Type III)

CITY FILE NUMBER: DR 16-01/VAR 16-01

APPLICANT'S REQUEST:

The applicant is seeking site and design review and variance approval to construct a 174 unit apartment complex. The parcel that is to be developed was recently rezoned to the R-2 district after also receiving approval of a necessary corresponding amendment of the Comprehensive Plan land use map designation from Heavy Industrial (HI) to High Density Residential (HDR). A Lot Line Adjustment application was approved to allow the boundary between two existing Tax Lots to be adjusted to follow the approved rezone boundary to accommodate this proposed development on its own lot. The recording of a replat to implement this approved lot boundary change is still necessary.

Site and design review evaluates the site layout, parking and loading, access points, design and development standards including building elevations and appearance, signs, lighting, landscaping, drainage, infrastructure services, and mobility connections and internal circulation and traffic impact on adjacent public streets. The variance application submitted includes a request to vary three different applicable standards that include: 1) a 5' reduction in the 25' perimeter dwelling unit setback and landscape buffer adjacent to the railroad spur line for building B6 required as a condition of approval of the rezone of the property to better assure compatibility due to nearby rail noise and vibration, 2) an exception pertaining to the 120' maximum allowed length of an individual apartment building in the amount of approximately 4' (3.3%) increase for 2 of the 17 buildings and approximately 13' (11%) increase for 1 building which includes an attached perpendicular row of garages, and 3) an allowance for 10 of the 45 parking row banks to exceed the maximum of 8 contiguous parking spaces without use of an intervening landscape island, and 4) an additional possible needed variance, the Planning Commission should also consider is whether the proposed restricted (exit only) access to the shared industrial driveway is suitable in meeting the ordinance standard for 2 means of access when serving 165 or more units in a multiple family development (Section 16.46 B) (2)).

The site plan indicates a two-way gated entrance shared as an exit out of Arneson Park to serve the complex and another exit only means of access by way of the shared drive that directly serves the industrial zoned adjacent site. A decorative 6-foot tall fence is indicated to be installed around the entire site. Details of this fence have not been provided. The total enclosed building area is indicated as 81,370 square feet. It includes 17 individual apartment buildings, a community center and maintenance building. Five enclosed garage units are shown and an undesignated number of carports are to be provided along with designated bicycle parking pads throughout the complex that will meet standards. Seven water quality rain garden areas are proposed to manage on-site collection, treatment, and infiltration of storm water runoff. The minimum parking standard has been met with 333 total parking spaces. The overall site landscaping area provided is 34.5% of the site with 21% considered associated with the parking area that have a minimum 30% and 15% requirement respectively. Landscape plant materials which also serve as somewhat of a screen – at least in the warmer months when leaves are present, interspersed with 6' tall evergreen shrubs — is indicated to be planted around the entire perimeter of the property. The overall height of some of the apartment buildings is 39 feet which conforms to the maximum height standard of 35' as by definition maximum height is to be measured at the midpoint of a sloped roof. The site plan shows a sidewalk connection adjacent to each driveway to the Sequoia Parkway sidewalk. The traffic study identified an existing

deficiency in the length of the left turn bay in Highway 99E at Sequoia Parkway. A letter from ODOT has recommended that the City pursue collecting a proportional share from the applicant for improving the storage length based on trips contributing to the westbound left turn movement. Comments from a business owner directly across the rail spur and logging road trail has requested consideration for building an overhead pedestrian crossing in recognition that pedestrian traffic is currently crossing the rail spur with intentions of gaining access primarily to Fred Meyer of the logging road trail in general.

SECTION I APPLICABLE REVIEW CRITERIA:

City of Canby Land Development and Planning Ordinance Chapters:

- 16.08 General Provisions**
- 16.10 Off-Street Parking and Loading**
- 16.20 R-2 - High Density Residential Zone**
- 16.21 Residential Design Standards**
- 16.42 Signs**
- 16.43 Outdoor Lighting Standards**
- 16.46 Access Standards**
- 16.49 Site and Design Review**
- 16.53 Major Variances**
- 16.89 Application and Review Procedures**
- 16.120 Parks, Open Space, and Recreation Land**
- Rezoning Noise Attenuation & Vibration Conditions of Approval**

SECTION II REVIEW FOR CONFORMANCE WITH APPLICABLE APPROVAL CRITERIA:

16.08 General Provisions:

16.08.070 Illegally Created Lots

In no case shall a lot which has been created in violation of state statute or city ordinance be considered as a lot of record for development purposes, until such violation has been legally remedied. (Ord. 740 section 10.3.05(G), 1984)

Findings: *The parcel for which this application is proposed was recently approved through a Lot Line Adjustment application. The boundary between two commonly owned existing Tax Lots were approved to be adjusted to follow the rezone boundary. The recording of a re-plat is necessary to implement the lot boundary change. It is critical that the lot boundary adjustment be formally completed prior to issuance of building permits. This requirement will be met with follow-thru as Condition of approval #1.*

16.08.090-110 Sidewalk & Fencing Requirements

B. The Planning Commission may impose appropriate sidewalk and curbing requirements as a condition of approving any discretionary application it reviews. (Ord. 740 section 10.3.05(I), 1984)

Findings: The applicant proposes to extend a six-foot sidewalk along the site's frontage of S Sequoia Parkway as shown on the development plan. Additionally, 2 sidewalks shall extend from the right-of-way of S Sequoia Parkway within the property adjacent to each access drive to facilitate pedestrian movement in an out of the apartment complex. With condition of approval #2, the final construction plans shall provide detail for a separate pedestrian gate from that for vehicular traffic on the sidewalk connections from the public street.

The applicant proposed a 6' tall decorative fence around the entire perimeter of the site. Details about material of this fence are important in respect to the overall appearance, functionality, and long-term maintenance for this development. It is also a part of the Planning Commission's purview to make sure fencing does not result in walling off a development from the community as a whole. As a condition of approval #3 the applicant shall agree to a visually open type of fencing and agreed upon type of material to be utilized at the public hearing and follow-up with details of the fence, the vehicular swing gates, and separate pedestrian gates with submittal of the final construction plans.

16.08.150 Traffic Impact Study (TIS)

A. Purpose. The purpose of this section of the code is to implement Section 660-012-0045(2)(b) of the State Transportation Planning Rule, which requires the city to adopt a process to apply conditions to development proposals in order to minimize adverse impacts to and protect transportation facilities. This section establishes the standards to determine when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Study must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities: what information must be included in a Traffic Impact Study; and who is qualified to prepare the Study.

B. Initial Scoping. During the pre-application conference, the city will review existing transportation data to determine whether a proposed development will have impacts on the transportation system. It is the responsibility of the applicant to provide enough detailed information for the city to make a determination. If the city cannot properly evaluate a proposed development's impacts without a more detailed study, a transportation impact study (TIS) will be required to evaluate the adequacy of the transportation system to serve the proposed development and determine proportionate mitigation of impacts. When a TIS is required, the city will provide the applicant with a "scoping checklist" to be used when preparing the TIS.

C. Determination. Based on information provided by the applicant about the proposed development, the city will determine when a TIS is required and will consider the following when making that determination.

1. Changes in land use designation, zoning designation, or development standard.
2. Changes in use or intensity of use.
3. Projected increase in trip generation.
4. Potential impacts to residential areas and local streets.
5. Potential impacts to priority pedestrian and bicycle routes, including, but not limited to school routes and multimodal street improvements identified in the TSP.
6. Potential impacts to intersection level of service (LOS).

Findings: Based on available information, it was determined that a Traffic Scoping was needed for the project. The applicant submitted the required deposit with the City and staff worked with DKS & Associates - our traffic engineering firm - to determine the scope of work necessary for a Traffic Impact Study. The applicant had DKS complete the Transportation Impact Analysis which was submitted on March 3, 2016 and make part of the record. The important findings and recommendation reached by the traffic study are as follows:

- Table 2-3 indicates that the S Sequoia Parkway/SE Hazel dell Way intersection fails to meet City standards. (This was previously identified as an issue with a traffic study performed at the time of rezone of the property and a mitigation condition of approval assigned that required the applicant to contribute 4% of the estimate for the installation of a traffic signal and associated improvements recommended by ODOT at that time. A planning level engineering estimate for those improvements was provided by DKS for the City's use in arriving at the applicant's contribution. The estimate is attached to this report and indicates that with a total estimated cost of \$629,760 the applicant's 4% contribution will be \$25,190. This has been noted as Condition of approval #4.
- Table 4-3 indicates that the estimated queue is expected to exceed available storage capacity for the left turn bay in Highway 99E at Sequoia Parkway. Although primarily shown to be an existing problem not significantly attributed to the proposed new development, ODOT is concerned that any additional traffic contribution to a deficient traffic movement should be addressed and has recommended in an attached response letter that the City pursue proportional share for improving the storage length based on trips contributing to the westbound left movement from the applicant. The improvement involves restriping within the center turn lane of the highway with a rough preliminary planning estimate of \$10,000 at a calculated 7.2% share of the near-term total peak hour trip contribution at the left turn bay that sets the applicant's recommended contribution towards this improvement at \$720. Staff has proposed obtaining the ODOT recommended contribution with imposition of Condition of Approval #5. Planning has suggested that the City

role this identified needed improvement into the related improvements that are to occur with the signal installation at Sequoia Parkway & SE Hazel Dell Way when it is added to the capital improvement plan upon amendment of the City's existing TSP as agreed with the rezone of this property. ODOT's development response letter dated March 30, 2016 is attached to this report.

- The TSP recommends that on-street parking on Sequoia Parkway adjacent to this development expressly be prohibited to maintain needed sight distance at the driveways. This criterion is met with Condition of Approval #6.
- Truck turning template analysis should be conducted by the project site designer/engineer to verify turn templates to ensure adequate space for the proposed design vehicles to maneuver on site.

16.10 Off Street Parking and Loading

16.10.050 Parking standards designated

Findings: The parking provided meets the minimum parking standard. This criterion is met.

16.10.060 Off-street loading facilities

Findings: No loading spaces are required so this provision is not applicable.

16.10.070 Parking lots and access

Findings: Staff accepts the applicant's narrative and submitted Plans as having met all standards with the exception for the requirement for 2 full means of access for a multi-family development with more than 165 dwelling units. Two means of access have been clearly provided but the access onto the shared industrial drive is indicated to be restricted to an exit only. Staff is satisfied with this proposed circulation arrangement, and does not see any particular issues but the intent of the standard is likely meant to have 2 full service points of access. This should be considered an additional 4th variance for which the applicant needs a decision to vary from the standard.

16.10.100 Bicycle Parking

Findings: The site plan adequately addresses this criterion with 7 groupings for 174 bicycles spaced around the site and stated to meet the required number.

16.32 R-2 (High Density Residential Zone)

Findings: The zoning of the property is R-2 which allows apartments as an outright permitted use and the proposed density exceeds the minimum number of units required. Upon rezoning to the R-2 zone, the property is no longer considered to be subject to or a part of the Industrial Overlay (I-O) zone nor subject to the previously applicable I-O development standards.

16.42.040 Signs

Findings: The applicant is not proposing any signage for evaluation at this time. Any future free standing signage must be located outside of driveway clear sight distance areas and meet applicable sign ordinance standards.

16.43 Outdoor Lighting Standards

Findings: The applicant submitted a photometric lighting plan that indicates uniform lighting across the site that is indicated to be shielded to avoid light trespass across the adjacent property lines and to prevent glare toward the street. The lighting plan indicates location of 14 pole mounted lights and 80 wall-mounted fixtures. The applicant by inclusion of Condition of Approval #8 shall submit lighting cut sheets or specifications of the fixtures and lumen information to allow full assessment of conformance with lighting standards with submittal of the construction plans.

16.46 Access Limitations on Project Density

Findings: Sequoia Parkway has a 200 driveway to driveway spacing standard which has been met when applied to the same side of the street and aligns with a driveway on the opposite side of the street. The driveway spacing has been met and conforms to rezoning conditions of approval pertaining to access limitations.

16.49 Site and design review

Findings: A Site and Design Review Type III Application is required under 16.49.030(A) (1) above and has been submitted for review. Staff accepts the findings of the applicant in their narrative submittal and considers all criteria to be met, including the Multi-family Design Menu Point Matrix. We disagreed with the point given for “one tree for every 500 square feet of landscape area but gave them a point for all downspouts being directed into on-site drainage swales away from public storm facilities. We did identify a need for a final landscape plan showing shrubs and ground cover for open areas in front of and adjacent to each building. We believe the applicant’s intent is to provide shrubs around the buildings but none is indicated with the landscape plan submittal at this time. Condition of Approval #9 requests that landscaping detail around a typical building be submitted with final construction plan approval.

16.49.080 General provisions for landscaping

Findings: The applicant provided a landscape plan and detailed landscaping calculation to address planting and landscape provisions listed in this section. Based on the information provided, the proposed landscaping meets requirements and incorporates Low Impact Development (LID) techniques with rain garden treatment areas and a full irrigation

system to assure long-term maintenance. Staff would offer a suggestion to consider a substitute to the Pin Oaks proposed around the parking lot as they have not done well as street trees in the area.

16.53.020 Major Variances

Findings: Staff generally supports the 3 requested variances as outlined in the applicants variance narrative and their supporting documentation to vary the standards. We have the following additional comments to assist the Planning Commission in determining the suitability of their request along with a need to consider the fourth variance pertaining to lack of two full service alternative access points when serving more than 165 units as indicated in the access section of the City code.

The 5' reduction from the required 25' perimeter setback and landscape buffer only applies to building B6, as the requirement was a rezone condition of approval that is only applicable to the structures with dwelling units so does not pertain to the garage structure which also has a similar encroachment. The distance of the encroachment is angled and is only about 25' in length along the rail spur side of the property and lessens due to the angle. The intent of this rezoning condition of approval was to assist above and beyond the normal code standards in lessening the impact that the noise and vibration from the passing rail operations might present to the residents of this complex and to provide enough room for adequate screening and landscaping. None of these condition purposes appear to be significantly harmed by the minor encroachment of one building into this buffer area. A full 15' landscape buffer has been retained. The 5' is not likely to ameliorate the noise and vibration of a passing train.

The second variance regards the granting of an exception to allow the length of 3 of the 17 apartment buildings to exceed the maximum allowed length of 120 feet. Two of the buildings only exceed the building maximum length by 3.96' (3%) while the other by 13.2' (11%). The smaller 2 exceptions are inconsequential considering the overall size of the complex and that there are no single-family uses nearby for the larger building bulk to impact. The larger length encroachment is unique in that this building has a perpendicular row of garage units attached which causes the increased overall length. The garages units are a desirable amenity and a reasonable basis for exceeding the overall building length size due to the chosen attachment to the units themselves.

The third variance request is necessary as 10 of 45 parking row banks are proposed to exceed the 8 contiguous parking space standard without an intervening landscape island. The standard is generally considered important to reduce the adverse impacts caused by too many parking spaces and the associated hardscape without benefit of the softening offered by intermittent landscaping. However, the applicant has exceeded the parking lot area landscaping by 130%. They are in need of every parking space provided

and adding landscape islands would reduce existing parking spaces. The only cure staff is aware of would be very impactful to the overall plan by lessening the total number of apartments so there is room to provide the islands and replace possible displaced parking.

Staff already indicated previously in this report that we have no concern with granting a possible fourth variance we believe needs to be considered if you believe the access standards requiring a project with more than 165 units to have two accesses was intended to mean “full service two-way accesses”. The exit only on the second access was missed by the applicant and staff as potentially needing an exception or waiver to the code standard until late in the review process. The fire department is satisfied that adequate emergency access has been provided and the dividing point for which only one access being satisfactory is exceeded by only 9 units. This site is unique in its attempt to share a portion of a driveway access with an adjacent industrial site due to the strong limitation on the number of access points allowed out onto Sequoia Parkway to facility through traffic on that arterial by reducing conflict points caused by additional driveways. This is the most important criteria to have been accomplished between the developments of these two properties.

Rezoning Noise Attenuation and Vibration Condition of Approval

Findings: In response to Condition #2 of the rezoning Final Order (attached), the applicant submitted an Environmental Noise & Vibration Impact Analysis by SSAacoustics. They evaluated the site noise and vibration from short-duration sound sources from rail activity along the parallel spur line and pump test skid evaluations from the nearby existing Pioneer Pump industrial site about 700’ away to the east of this site. It was important that the tests be evaluated with respect to some level of acceptability for them to have much meaning. The acoustic experts indicated in the study that measurements were evaluated with respect to the Department of Housing and Urban Development (HUD) Site Acceptability Standards and the Federal Transit Administration (FTA) Transit Noise and Vibration Impact Assessment documentation standards. Staff does not have the time or expertise to research whether any other sources of relevant standards exist for use. The intent of having measurements performed was to gain a better idea of how the know noise and vibration within this generally industrial area might impact the livability for future residents and whether any reasonable attenuation or heightened building construction standards would be reasonable to mitigate possible adverse impacts if found.

Findings of the study indicate that both the exterior and interior with windows shut day-night average sound level limits with normal standard construction materials was well within the applicable HUD and/or FTA standards. It was noted that someone at night

when the ambient noise level is low may hear the pumps when being tested but not when the windows are shut.

The noise level from a passing train was quite loud but considered well within normal acceptable standards due to the infrequent occurrence of generally only twice a week for about a 10 minute period except when the locomotive sometimes backs up again after passing by to reconnect with the rail cars. The vibration levels from the train passing were at the average maximum level considered acceptable but again were well within the acceptable infrequent vibration event level.

The HUD and FTA standards are a reasonable guide for use within urban areas. Some may question whether Canby should demand more but it is important to have some identified standard against which to measure the suitability of the noise and vibration levels on occupants' quality of life.

The consultant indicated that overall this site is normally very quiet. The quietness of a site can tend to raise issues with outside and interior sound sources due to heightened sensitivity from the normal low ambient sound levels. The consultant also indicated there are potential cost efficient remediation options that could be considered to optimize the acoustic performance for the site and residences if desired but did not get into what they might be sense the results found against the evaluation standards utilized were within acceptable levels. Staff asked the applicant if he asked about what possible site or construction method might be utilized to optimize the acoustic performance of the residences from the rather loud rail activity so its cost burden could be considered but have not had any response.

Staff believe the measurements performed and evaluation against accepted national standards should be accepted and consider the rezoning condition of approval to have been met without the need for extraordinary construction methods.

16.89 Application and Review Procedures

16.89.020 Description and Summary of Processes

All land use and development applications shall be decided by using the procedures contained in this Chapter. Specific procedures for each type of permit are contained in Sections 16.89.030 through 16.89.060. The procedure type assigned to each permit governs the decision-making process for that permit. Additional requirements may be found in the individual chapters governing each permit type. The four types of procedure are described below. Table 16.89.020 lists the City's land use and development applications and their required procedures.

C. Type III Procedure (Quasi-Judicial/Legislative). Type III decisions are made by the Planning Commission after a public hearing, with appeals reviewed by the City Council. Type III procedures generally use discretionary approval criteria.

Finding: The proposed project is subject to a Type III Site and Design Review procedure along with the requested Variance application. The required land use application process has been followed. Both a pre-application meeting and a neighborhood meeting were held prior to formal public hearing application. Meeting notes for both meetings were included with the applicant submittal. This standard is met.

16.120 Parks, Open Space, and Recreation Land

Findings: The applicant requested that in lieu of land dedication, a parks SDC fee assessment prior to issuance of a building permit. The City agrees to payment of SDC fees. This standard is met.

SECTION III COMMENTS & REFERRALS:

Public Comments:

We received one email from Dr. Perman who operates a business on the other side of the logging road trail on SE 3rd Court who supports the development of apartments but would like to see a pedestrian bridge over the railroad tracks to provide safe access for many pedestrians that cross the track on a daily basis. Staff's response is included and attached.

Agency Comments:

We received a development review response letter from ODOT dated March 30, 2016 who has jurisdiction over permitting in this vicinity of the State Highway and recommends that the City pursue proportional share for improving the storage length based on trips contributing to the westbound left movement in response to a deficiency identified within the traffic study performed. Staff has added a condition of approval to address their recommendation.

Any additional agency comments received after this report was written will be made available in the file and will be presented by staff at the hearing.

SECTION IV STAFF CONCLUSION/RECOMMENDATION:

Staff concludes that the use is in conformance with the City's Comprehensive Plan and the applicable provisions of the Land Development and Planning Ordinance and the Conditions of Approval from the rezoning of the property indicated in Final Order for CPA 15-01/ZC 15-01. Additionally, the relevant site and design standards and minimum acceptable compatibility matrix scores are met, and the site can accommodate the

proposed use. The public service and utility provision to the site are available or can be made available through future improvements planned by the applicant. The Planning Director recommends **approval** of DR 16-01/VAR 16-01 subject to the following standard note and following conditions of approval indicated in Section V:

Note: Approval of this application is based on submitted application materials. Approval is strictly limited to the submitted proposal and is not extended to any other development of the property. Any modification of development plans not in conformance with the approval of application file DR 16-01/VAR 16-01, including all conditions of approval, shall first require an approved modification in conformance with the relevant sections of the Canby Municipal Code.

SECTION V CONDITIONS OF APPROVAL:

1. Implementation of the approved lot line adjustment establishing the parcel boundary as proposed for the Sequoia Grove apartments shall be completed through a re-plat or County surveyor's office approved means prior to issuance of a building permit for this development.
2. The final construction plans shall provide detail for a separate pedestrian gate from that for vehicular traffic on the sidewalk connections from the public street.
3. The applicant shall provide a visually open type perimeter fence of durable and attractive material other than wood and provide details of the fence, the vehicular swing gates, and separate pedestrian gates with submittal of the final construction plans.
4. The design engineer shall submit to the City of Canby for review and approval at the time of final construction plan approval a storm drainage analysis and report applicable to the defined development area detailing how storm water disposal from both the building and the parking areas is being handled. Any drainage plan shall conform to an acceptable methodology for meeting adopted storm drainage design standards as indicated in the Public Works design standards.
5. The applicant shall contribute a 7.2% calculated proportional share of the cost associated with improving the storage length to the westbound left turn movement at Sequoia Parkway on 99E based on project contributing trips to the existing deficiency in the amount of \$720 based on a preliminary planning estimate of \$10,000 for the necessary restriping improvement as recommended by ODOT.
6. On-street parking on Sequoia Parkway shall be expressly prohibited adjacent to this development to maintain adequate sight distance.
7. The site driveways shall be kept clear of visual obstructions.

8. The applicant shall submit lighting cut sheets of the on-site pole style, height, shielding and lumen output along with mounted light fixture detail to enable conformance with lighting standards with submittal of the construction plans.
9. The applicant shall submit landscaping detail to document plans to provide additional shrub and/or ground cover plant material for the immediate open landscape areas around the foundation of a typical building at the time of final construction plan approval.
10. The applicant shall complete the recordation of a suitable deed restriction on the property that satisfies the intent of the Comprehensive Plan/Rezoning Final Decision Order requirements indicated in Conditions of Approval #3, #4, and #8.
11. A Sediment and Erosion Control Permit will be required from the City prior to commencing any site work.
12. Prior to the issuance of a building permit, the installation of public or private utilities, or any other site work other than rough site grading; construction plans must be approved and signed by the City and all other utility/service providers. A Pre-construction Conference shall be held with sign-off on the final civil plans.
13. Clackamas County will provide structural, mechanical, grading, and review of Fire & Life Safety, Plumbing, and Electrical permits for this project.
14. Any future site signage must complete a City sign application to conform to sign standards and secure a building permit from Clackamas County prior to their installation.
15. Prior to occupancy of each portion of the complex, all associated landscaping plant material indicated on the submitted landscape plan shall either be installed with irrigation in place or sufficient security pursuant to the provision of CMC 16.49.100 (B).

Section V Attachments

1. Application
2. Site & Variance Narratives
3. Final Order CPA/ZC 15-01
4. ODOTS Response Letter
5. Perman's Email w/Brown's Response
6. Signal Installation Engineers Estimate
7. Agency Comments
8. All Remaining Applicant Submittals



City of Canby
 Planning Department
 111 NW 2nd Avenue
 PO Box 930
 Canby, OR 97013
 (503) 266-7001

LAND USE APPLICATION

SITE AND DESIGN REVIEW General Type III

APPLICANT INFORMATION: (Check ONE box below for designated contact person regarding this application)

Applicant Name: Urban IDM - ATTN: Aaron Jones Phone: 360-433-9487
 Address: 4200 SE Columbia Way, Suite F Email: aj@urbanidm.com
 City/State: Vancouver, WA Zip: 98664

Representative Name: SGA Engineering - Scott Taylor Phone: 360-993-0911
 Address: 2005 Broadway Email: staylor@sgaengineering.com
 City/State: Vancouver, WA Zip: 98663

Property Owner Name: Jeff Gordon Phone: 360-567-0201
 Signature: *[Signature]*
 Address: 1498 SE Tech Center Place, Suite 150 Email: jeffg@columbiatechcenter.com
 City/State: Vancouver, WA Zip: 98683

Property Owner Name: _____ Phone: _____
 Signature: _____
 Address: _____ Email: _____
 City/State: _____ Zip: _____

NOTE: Property owners or contract purchasers are required to authorize the filing of this application and must sign above

- ① All property owners represent they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
- ② All property owners understand that they must meet all applicable Canby Municipal Code (CMC) regulations, including but not limited to CMC Chapter 16.49 Site and Design Review standards.
- ③ All property owners hereby grant consent to the City of Canby and its officers, agents, employees, and/or independent contractors to enter the property identified herein to conduct any and all inspections that are considered appropriate by the City to process this application.

PROPERTY & PROJECT INFORMATION:

259 South Sequoia Parkway 7.58 Acres 31E34C02101
 Street Address or Location of Subject Property Total Size of Property Assessor Tax Lot Numbers

Vacant property R-2 HDR
 Existing Use, Structures, Other Improvements on Site Zoning Comp Plan Designation

Construct 174 apartment units.
 Describe the Proposed Development or Use of Subject Property

STAFF USE ONLY				
FILE #	DATE RECEIVED	RECEIVED BY	RECEIPT #	DATE APP COMPLETE



City of Canby
 Planning Department
 111 NW 2nd Avenue
 P.O. Box 930
 Canby, OR 97013
 Ph: 503-266-7001
 Fax: 503-266-1574

LAND USE APPLIATION

MAJOR VARIANCE

Process Type III

APPLICANT INFORMATION: (Check ONE box below for designated contact person regarding this application)

Applicant Name: Urban IDM - ATTN: Aaron Jones Phone: 360-433-9487
 Address: 4200 SE Columbia Way, Suite F Email: aj@urbanidm.com
 City/State: Vancouver, WA Zip: 98664

Representative Name: SGA Engineering - Scott Taylor Phone: 360-993-0911
 Address: 2005 Broadway Email: staylor@sgaengineering.com
 City/State: Vancouver, WA Zip: 98663

Property Owner Name: Jeff Gordon Phone: 360-567-0201
 Signature: [Signature]
 Address: 1498 SE Tech Center Place, Suite 150 Email: jeffg@columbiatechcenter.com
 City/State: Vancouver, WA Zip: 98683

Property Owner Name: _____ Phone: _____
 Signature: _____
 Address: _____ Email: _____
 City/State: _____ Zip: _____

NOTE: Property owners or contract purchasers are required to authorize the filing of this application and must sign above

- ① All property owners represent they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
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PROPERTY & PROJECT INFORMATION:

<u>259 South Sequoia Parkway</u>	<u>7.58 Acres</u>	<u>31E34C02101</u>
Street Address or Location of Subject Property	Total Size of Property	Assessor Tax Lot Numbers
<u>Vacant Property</u>	<u>R-2</u>	<u>HDR</u>
Existing Use, Structures, Other Improvements on Site	Zoning	Comp Plan Designation

Construct 174 apartment units.
 Describe the Proposed Development or Use of Subject Property

STAFF USE ONLY				
FILE #	DATE RECEIVED	RECEIVED BY	RECEIPT #	DATE APP COMPLETE

SITE AND DESIGN REVIEW APPLICATION – TYPE III–INSTRUCTIONS

All required application submittals detailed below must also be submitted in electronic format on a CD, flash drive or via email. Required application submittals include the following:

Applicant City
Check Check

- One (1) copy of this application packet. The City may request further information at any time before deeming the application complete.
- Payment of appropriate fees – cash or check only. Refer to the city’s Master Fee Schedule for current fees. Checks should be made out to the *City of Canby*.
- Mailing labels (1" x 2-5/8") for all property owners and all residents within 500 feet of the subject property. **If the address of a property owner is different from the address of a site, a label for each unit on the site must also be prepared and addressed to “occupant.”** A list of property owners may be obtained from a title insurance company or from the County Assessor.
- One (1) copy of a written, narrative statement describing the proposed development and detailing how it conforms with the Municipal Code and to the approval criteria, including the applicable Design Review Matrix, and availability and adequacy of public facilities and services. **Ask staff for applicable Municipal Code chapters and approval criteria.**
 Applicable Code Criteria for this application includes:

- Three (3) copies of a Traffic Impact Study (TIS), conducted or reviewed by a traffic engineer that is contracted by the City and paid for by the applicant (payment must be received by the City before the traffic engineer will conduct or review a traffic impact study.
 Ask staff to determine if a TIS is required.
- One (1) copy in written format of the minutes of the neighborhood meeting as required by Municipal Code 16.89.020 and 16.89.070. The minutes shall include the date of the meeting and a list of attendees.
- One (1) copy in written format of the minutes of the pre-application meeting
- One copy of either the recorded plat or the recorded deeds or land sales contracts that demonstrates how and when legal property lines were established and where the boundaries of the legal lot(s) of record are located. If the property is a lot or parcel created by plat, a copy of the recorded plat may be obtained from the Clackamas County Surveyor’s office. If the property is a legal lot of record created by recorded deed or land sales contract at a time when it was legal to configure property lines by deed or contract, then those recorded deeds may be obtained from the Clackamas County Office of the Clerk, or a Title Company can also assist you in researching and obtaining deeds.
- If the development is located in a Hazard (“H”) Overlay Zone, submit one (1) copy of an affidavit signed by a licensed professional engineer that the proposed development will not result in significant impacts to fish, wildlife and open space resources of the community. If major site grading is proposed, or removal of any trees having trunks greater than six inches in diameter is proposed, then submit one (1) copy of a grading plan and/or tree-cutting plan.

Applicant City
Check Check



Ten (10) paper copies of the proposed plans, printed to scale no smaller than 1"=50'. The plans shall include the following information:

- Vicinity Map. Vicinity map at a scale of 1"=400' showing the relationship of the project site to the existing street or road pattern.
- Site Plan-the following general information shall be included on the site plan:
 - Date, north arrow, and scale of drawing;
 - Name and address of the developer, engineer, architect, or other individual(s) who prepared the site plan;
 - Property lines (legal lot of record boundaries);
 - Location, width, and names of all existing or planned streets, other public ways, and easements within or adjacent to the property, and other important features;
 - Location of all jurisdictional wetlands or watercourses on or abutting the property;
 - Finished grading contour lines of site and abutting public ways;
 - Location of all existing structures, and whether or not they are to be retained with the proposed development;
 - Layout of all proposed structures, such as buildings, fences, signs, solid waste collection containers, mailboxes, exterior storage areas, and exterior mechanical and utility equipment;
 - Location of all proposed hardscape, including driveways, parking lots, compact cars and handicapped spaces, loading areas, bicycle paths, bicycle parking, sidewalks, and pedestrian ways;
 - Callouts to identify dimensions and distances between structures and other significant features, including property lines, yards and setbacks, building area, building height, lot area, impervious surface area, lot densities and parking areas;
 - Location of vision clearance areas at all proposed driveways and streets.
- Landscape Plan, with the following general information:
 - Layout and dimensions of all proposed areas of landscaping;
 - Proposed irrigation system;
 - Types, sizes, and location of all plants to be used in the landscaping (can be a "palette" of possible plants to be used in specific areas for landscaping);
 - Identification of any non-vegetative ground cover proposed, and dimensions of non-vegetative landscaped areas;
 - Location and description of all existing trees on-site, and identification of each tree proposed for preservation and each tree proposed for removal;
 - Location and description of all existing street trees in the street right-of-way abutting the property, and identification of each street tree proposed for preservation and each tree proposed for removal.
 - Elevations Plan
The following general information shall be included on the elevations plan:
 - Profile elevations of all buildings and other proposed structures;
 - Profile of proposed screening for garbage containers and exterior storage areas;
 - Profile of proposed fencing.
- Sign Plan.
 - Location and profile drawings of all proposed exterior signage.
- Color and Materials Plan.
 - Colors and materials proposed for all buildings and other significant structures.



One (1) copy of a completed landscaping calculation form (see page 5)



One (1) copy of a completed Design Review Matrix (see page 6)

SITE AND DESIGN REVIEW APPLICATION: LANDSCAPING CALCULATION FORM

Site Areas

1. Building area	81,370	- Square footage of building footprints
2. Parking/hardscape	134,902	- Square footage of all sidewalks, parking, & maneuvering areas
3. Landscaped area	113,887	- Square footage of all landscaped areas
4. Total developed area	330159	- Add lines 1, 2 and 3
5. Undeveloped area	0	- Square footage of any part of the site to be left undeveloped.
6. Total site area	330159	- Total square footage of site

Required Site Landscaping (Code 16.49.080)

7. Percent of landscaping required in Zoning District	30%	- Fill in the Appropriate Percentage: R-1, R-1.5, R-2 Zones: 30%; C-2, C-M, C-R, M-1, M-2 Zones: 15%; C-1 Zone: 7.5%
8. Required minimum square footage of landscaping	99,048	- Multiply line 4 and line 7
9. Proposed square footage of landscaping	113,887	- Fill in value from line 3

Required Landscaping within a Parking Lot (Code 16.49.120(4))

Note: This section and the next apply only to projects with more than 10 parking spaces or 3,500 square feet of parking area

10. Zone	R-2	- Fill in the Appropriate Zone and Percentage: C-1 Zone: 5%; Core Commercial sub-area of the Downtown Canby Overlay: 10%, except for parking lots with 10 or more spaces and two or more drive aisles: 50 square feet per parking space; All other zones: 15%.
11. Percent of required landscaping	15%	
12. Area of parking lot & hardscape	131,835	- Fill in area of parking and maneuvering areas plus all paved surface within ten (10) feet of those areas.
13. Number of vehicle parking spaces	333	- For Core Commercial sub-area in the Downtown Canby Overlay only, fill in the total # of parking spaces on-site.
14. Required square footage of landscaping within 10 feet of parking lot	19,775	- Multiply area of parking lot (line 12) by percent of required landscaping (line 11) -OR- for the CC sub-area in the Downtown Canby Overlay multiply line 13 by 50 square feet.
15. Proposed square footage of Landscaping within 10 feet of parking lot	27575	- Calculate the amount of landscaping proposed within 10 feet of all parking and maneuvering areas.

Parking Lot Tree Calculation

16. Number of parking spaces	333	- Total number of vehicle parking spaces
17. Area of parking lot & hardscape	131,835	- Area from line 12
18. Number of parking spaces (line 16) divided by 8	42	- Round up to the nearest whole number
19. Area of parking lot area (line 17) divided by 2,800	48	- Round up to the nearest whole number
20. Number of required trees in parking lot	48	- Fill in the larger of row 18 and row 19
21. Number of trees provided within 10 feet of parking lot	48	- Fill in the number of proposed trees within 10 feet of parking and maneuvering areas.

SITE AND DESIGN REVIEW APPLICATION: DESIGN REVIEW MATRIX

Applicants: Please circle the applicable point column to your project and compute the total and percentages at the end of the table.

Table 16.49.040 Site Design Review Menu *N/A*

As part of Site and Design Review, the following menu shall be used as part of the review. In order to “pass” this table 60% of total possible points shall be earned, 10% of the total possible points must be from LID elements

Design Criteria	Possible Points				
Parking	0	1	2	3	4
Screening of parking and/or loading facilities from public right-of-way	Not screened	Partially screened	Fully screened	-	-
Parking lot lighting provided	No	Yes	-	-	-
Parking location (behind building is best)	Front	Side	Behind	-	-
Number of parking spaces provided (% of minimum required)	>120%	101-120%	100%	-	-
Screening of Storage Areas and Utility Boxes	0	1	2	3	4
Trash storage is screened from view by solid wood fence, masonry wall or landscaping.	No	Yes	-	-	-
Trash storage is located away from adjacent property lines.	0 - 10 feet from adjacent property	11 - 25 feet from adjacent property	>25 feet from adjacent property	-	-
Utility equipment, including rooftop equipment, is screened from view.	Not screened	Partially screened	Fully screened	-	-
Access	0	1	2	3	4
Distance of access to nearest intersection.	≤70 feet	71 - 100 feet	>100 feet	-	-
Pedestrian walkways from public street/sidewalks to building entrances.	One entrance connected.	-	Walkways connecting all public streets/sidewalks to building entrances.	-	-
Pedestrian walkways from parking lot to building entrance.	No walkways	Walkway next to building only	Walkways connecting all parking areas to building entrances	-	-

Tree Retention	0	1	2	3	4
Design Criteria	Possible Points				
Percentage of trees retained	<10%	10-50%	51-75%	>75%	-
Replacement of trees removed	<50%	≥50%	-	-	-
Signs	0	1	2	3	4
Dimensional size of sign (% of maximum permitted)	>75%	50-75%	<50%	-	-
Similarity of sign color to building color	Not similar	Somewhat similar	Similar	-	-
Pole sign used	Yes	No	-	-	-
Building Appearance	0	1	2	3	4
Style (similar to surroundings)	Not similar	Somewhat similar (1 or 2 points possible depending on level of similarity)		-	-
Color (subdued and similar to surroundings is better)	Neither	Similar or subdued	Both	-	-
Material (concrete, wood and brick are best)	Either 1 or 2 points may assigned at the discretion of the Site and Design Review Board				
Size of building (smaller is better)	>20,000 square feet	≤20,000 square feet	-	-	-
Provision of public art (i.e. murals, statues, fountains, decorative bike racks, etc.)	No	-	-	-	Yes
Landscaping	0	1	2	3	4
Number of non-required trees provided	-	At least one tree per 500 square feet of landscaping.	-	-	-
Amount of grass (less grass is better) (% of total landscaped area)	>50%	25-50%	<25%	-	-
Low Impact Development (LID)	0	1	2	3	4
Use of pervious paving materials (% of total paved area)	<10%	-	10-50%	51-75%	>75%
Provision of park or open space area	None	-	Open space (Generally not for public use)	-	Park (public or privately owned for public use)

Design Criteria	Possible Points				
	<25% drought tolerant	-	25-50% drought tolerant	51-75% drought tolerant	>75% drought tolerant
Use of drought tolerant species in landscaping (% of total plants)	<25% drought tolerant	-	25-50% drought tolerant	51-75% drought tolerant	>75% drought tolerant
Provision of additional interior parking lot landscaping (% of minimum required)	100%	101-110%	111-120%	>120%	-
Provision of an eco-roof or rooftop garden (% of total roof area)	<10%	-	-	10-50%	>50%
Parking integrated within building footprint (below-grade, structured parking, or tuck-under parking) (% of total on-site parking)	<10%	-	-	10-50%	>50%
Disconnecting downspouts from city stormwater facilities	None	Some downspouts disconnected	All downspouts disconnected	-	-
Shared parking with adjacent uses or public parking structure (% of total required parking spaces)	None	<50%	≥50%	-	-
Provision of rain gardens/bioretention areas for stormwater runoff (% of total landscaped area)	None	-	10-50%	51-75%	>75%
Total Possible Points = 71, 60%=42.6 points, 10%=7.1 points					

Total Points Earned: _____ (42.6 points required for 60%)

Total LID Points Earned: _____ (7.1 required for 10%)

SITE AND DESIGN REVIEW – TYPE III: APPLICATION PROCESS

1. Prior to submitting an application, all applicants are encouraged to request a pre-application meeting with the City -or- the Planning Director may determine that a pre-application meeting is required prior to submitting an application. To schedule a pre-application meeting, an applicant must submit a completed pre-application form and set of preliminary plans to the City Planner, and after receiving the Planner's initials, must then make and take (3) copies of the pre-application materials to the Canby Public Works Department to schedule the pre-application meeting. The amount of the fee for a pre-application meeting is based on whether the application involves a public hearing or not.
2. Prior to submitting an application, applicants may be required to hold a neighborhood meeting with surrounding property owners and any recognized neighborhood association representative, pursuant to the procedures described in Canby Municipal Code Section 16.89.070. In certain situations, the Planning Director may waive the neighborhood meeting requirement.
3. At the time an application is submitted to the City, payment of all required application processing fees is required. An application will not be accepted without payment of fees. City Staff can provide you with information concerning application fees.
4. Staff will check the application, making sure that it is complete and all fees are paid. Copies of the application materials are routed to various City/State/County departments, as applicable, for their comments. The application is reviewed for completeness; the City Planner will accept or return the application with a written list of omissions within thirty (30) calendar days of the submittal.
5. Staff investigates the application, writes a staff report, issues public notice, notifies surrounding property owners, and makes all facts relating to the request available to the Planning Commission and all interested parties.
6. Prior to the public hearing, the City will prepare notice materials for posting on the subject property. This material must be posted **by the applicant** at least ten (10) days before the public hearing.
7. The staff report will be available to all interested parties seven (7) days prior to the hearing.
8. The Planning Commission holds a public hearing. The staff report is presented to the Commission. Testimony is presented by the applicant, proponents and opponents, followed by rebuttal from the applicant.
9. The Commission then issues findings of fact which support approval, modification, or denial of the application. A decision may be appealed to the City Council.
10. If an approval or a denial is appealed, City Council holds a public hearing. The staff report is presented and testimony taken, as at the original hearing(s). Unless the City Council decides to hear the appeal de novo, only testimony regarding items already in the record is permitted, and no new information may be entered. In the case of an appeal, the Council may affirm, revise or reverse the action of the Planning Commission in all or in part. The Council may also remand the matter back to the hearing body for further consideration.
11. Prior to construction of the project, a preconstruction meeting is held with the City and all applicable utility and service providers. If required, this meeting must be held and approval of Plan set by all agencies, and payment of Canby System Development Charge (SDC) and construction excise tax to the City before issuance of any building permits for the project(s) by Clackamas County.

SITE AND DESIGN REVIEW – TYPE III: REVIEW CRITERIA (Code 16.49.040)

1. The Planning Commission shall, in exercising or performing its powers, duties or functions, determine whether there is compliance with the following A through D, and with Criteria 4, 5, and 6 below:
 - A. The proposed site development, including the site plan, architecture, landscaping and graphic design, is in conformance with the standards of this and other applicable City ordinances insofar as the location, height and appearance of the proposed development are involved; and
 - B. The proposed design of the development is compatible with the design of other developments in the same general vicinity; and
 - C. The location, design, size, color and materials of the exterior of all structures and signs are compatible with the proposed development and appropriate to the design character of other structures in the same vicinity; and
 - D. The Planning Commission shall, in making its determination of compliance with subsections B and C above, use the applicable matrix [pages 8-12] to determine “compatibility”.
2. The Planning Commission shall, in making its determination of compliance with the above requirements, be guided by the objectives and standards set forth in this section. It must be demonstrated that all required public facilities and services are available, or will become available through the development, to adequately meet the needs of the proposed development. If the site and design review plan includes utility facilities or public utility facility, then the City Planner shall determine whether those aspects of the proposed plan comply with applicable standards.
3. The Planning Commission shall, in making its determination of compliance with the requirements set forth, consider the effect of its action on the availability and cost of needed housing. The Planning Commission shall not use the requirements of this section to exclude needed housing types. However, consideration of these factors shall not prevent the Planning Commission from imposing conditions of approval necessary to meet the requirements of this section. The costs of such conditions shall not unduly increase the cost of housing beyond the minimum necessary to achieve the purposes of this ordinance.
4. As part of the site and design review, the property owner may apply for approval to cut trees in addition to those allowed in Chapter 12.32, the City Tree Ordinance. The granting or denial of said application will be based on the criteria in Chapter 12.32. The cutting of trees does not in and of itself constitute change in the appearance of the property which would necessitate application for site and design review.

Sequoia Grove Apartments

I. PROJECT SUMMARY

Applicant:	Urban IDM Attn: Aaron Jones 4200 SE Columbia Way, Suite F Vancouver, WA 98664 360-433-9487 aj@urbanidm.com
Owner:	Jeff Gordon 1498 SE Tech Center Place, Suite 160 Vancouver, WA 98683
Site Address:	259 South Sequoia Parkway
Assessor Site Acreage:	7.58 Acres
Zoning:	High Density Residential Zone (R-2)
Comprehensive Plan:	High Density Residential (HDR)
Adjacent Zoning:	Adjacent zoning is Industrial and Highway Commercial, M-1 to the south, M-2 to the east, and C-M to the north and west
Existing Structures:	None, site is vacant
Request:	Site and Design Review in the R-2 Zone to construct a 174 unit apartment complex and associated structures.
Project Contact:	SGA Engineering & Design Attn: Scott Taylor and Jason Mattos 2005 Broadway Vancouver, WA 98663 360-993-0911 staylor@sgaengineering.com jmattos@sgaengineering.com

II. INTRODUCTION

Description of Request

This project proposes a Type III Site Plan to construct 174 apartment units. The 7.58 acre site will be developed with the proposed buildings, parking and maneuvering areas and landscape areas as shown on the development plans included with this request. This narrative and associated application materials address the relevant sections of the Canby Municipal Code, Chapter 16, Planning and Zoning.

Existing Site and Surrounding Land Use

Per Ordinance No. 1423, which passed on October 7, 2015, the City’s Comprehensive Plan Land Use Map and Zoning Map was amended to adjust approximately 7.6 acres from M-2 (Heavy Industrial) to R-2 (High Density Residential). The remaining 5.0 acres would retain the existing zoning designation.

The site is located at 259 South Sequoia Parkway. The 7.58 acre site is currently vacant. There are no structures on the site, and vegetation consists of grasses and a number of trees. South Sequoia Parkway is improved with bike lanes, curbs, landscaping and street lights along the frontage of the site.

The parcel is surrounded by Commercial Manufacturing (C-M) and Parks to the north and west, Heavy Industrial (M-2) to the east, and Light Industrial (M-1) to the south. The Mollala Branch of the Southern Pacific Rail Road runs along the south edge of the project and is used very little.

Description of Proposed Development

Sequoia Grove Apartments proposes to construct 17 multi-family apartment buildings that will include 174 apartment units on a 7.58 acre site in a private gated community. Frontage improvements along South Sequoia Parkway are mostly complete with full pavement width, curbs, street trees, and street lighting. Six foot detached sidewalks will need to be installed. No additional right-of-way dedication is needed. Two driveways are proposed for access to South Sequoia Parkway. One driveway is located at the north central portion of the site and will provide ingress and egress to the site and Arneson Park to the north. The other driveway is located at the northeastern corner of the site which will only provide egress onto South Sequoia Parkway for the Apartments. The eastern shared drive will also provide access to the 5 acre light industrial parcel to the east.

The development includes 333 parking spaces, landscaping, and other onsite improvements as described in this application. A six-foot sidewalk will be constructed along the site’s frontage of South Sequoia Parkway as shown on the development plans. A pre-application meeting for this development was held with City of Canby on November 10, 2015. A copy of the pre-application meeting notes are included with this application.

Building

The proposed buildings will utilize conventional wood construction with architectural reveals for elevations facing South Sequoia Parkway as shown in the building elevations included with this application. Buildings will range from one to three stories in height. A community center and maintenance building are proposed along with the 17 apartment buildings.

Landscaping

The proposed landscaping exceeds City of Canby landscape standards. The proposed development exceeds the minimum percentages for both site and parking lot landscaping. All plantings will be irrigated with a high-efficiency system to conserve water resources. The planting design is also coordinated with the circulation areas and site utilities. The plan includes 113,887 SF of landscaping, 34.49 percent of the lot area. The parking area includes 27,575 SF of landscaping or 20.92 percent of the parking area.

Utilities

Stormwater from impervious areas will be collected, treated, and infiltrated on site. Seven water quality rain garden areas are proposed and shown on the development plans included with this narrative. The rain garden areas are sized to treat the proposed development. Sanitary sewer for the development will be provided by connecting to an existing gravity main within South Sequoia Parkway and extended through the site. New Sanitary Sewer will meet the City of Canby requirements. A proposed 8-inch tap will connect to an 8-inch existing water main to provide water service to the site. There is one existing fire hydrant along the site's frontage of South Sequoia Parkway that will be relocated as shown on the utility plan included with this application. Proposed fire hydrants will be placed by direction of the Fire Marshal throughout the site to meet the spacing standards. Fire Hydrants will be located along with the design of the water and sewer systems during final engineering and construction plan preparation.

No known wells or septic system exist on the site.

Aerial Image-Project Site



Sequoia Grove Apartments

III. NARRATIVE & COMPLIANCE

16.08 General Provisions

16.08.110 Fences.

B. *On corner lots, the 3.5-foot height limit will apply within the required setback along both street-facing yards.*

Response: This is not a corner lot. This standard is not applicable.

F. *The Planning Commission may require fences of up to eight feet in height for any development in C-2, C--M, M-1 or M-2, or Planned Unit Development zones.*

Response: A 6 foot tall fence is proposed around the perimeter of the project with swing gates at the entrance and exits. This standard is not applicable.

16.08.150 Traffic Impact Study (TIS).

B. *Initial scoping. During the pre-application conference, the city will review existing transportation data to determine whether a proposed development will have impacts on the transportation system. It is the responsibility of the applicant to provide enough detailed information for the city to make a determination. If the city cannot properly evaluate a proposed development's impacts without a more detailed study, a transportation impact study (TIS) will be required to evaluate the adequacy of the transportation system to serve the proposed development and determine proportionate mitigation of impacts. If a TIS is required, the city will provide the applicant with a "scoping checklist" to be used when preparing the TIS.*

Response: A scoping letter was requested by the applicant and provided by the City of Canby. A copy of the traffic study is included with this application. This standard is met.

C. *Determination. Based on information provided by the applicant about the proposed development, the city will determine when a TIS is required and will consider the following when making that determination.*

Response: As indicated in the scoping letter, a limited TIS is required showing project trip generation and site access and circulation review. This standard is met.

D. *TIS General Provisions*

Response: A TIS has been prepared by a registered civil engineer in the State of Oregon in accordance with the scoping letter and is included with this application. This standard is met.

E. *TIS Scope. The city shall determine the study area, study intersections, trip rates, traffic distribution, and required content of the TIS based on information provided by the applicant about the proposed development.*

Response: As indicated in the scoping letter, a limited TIS is required showing project trip generation and site access and circulation review. This standard is met.

F. *TIS Content. A project-specific TIS checklist will be provided to the applicant by the city once the city has determined the TIS scope. A TIS shall include all of the following elements, unless waived by the city.*

Sequoia Grove Apartments

Response: The TIS included with this application includes the required elements of this section. The limited scope traffic study includes trip generation and site access and circulation review per the scope. This standard is met.

16.10 Off-Street Parking and Loading

16.10.050 Parking standards designated.

The parking standards set out in Table 16.10.050 shall be observed.

Response: The proposed development includes 174 apartment units. Based on the parking requirement of 1 space per studio or 1 bedroom unit and 2 spaces per 2 bedroom or larger units, 333 total spaces are required. The proposed development includes 333 parking spaces. Of the 333 spaces 53 are compact and 8 are ADA accessible. This standard is met.

16.10.060 Off-street loading facilities

A. *The minimum number of off-street loading berths for commercial and industrial uses is as follows:*

Response: The proposed apartment site is zoned R-2. This standard is not applicable.

B. *Loading berths shall conform to the following minimum size specifications:*

1. *Commercial uses – 13' x 35'*
2. *Industrial uses – 12' x 60'*
3. *Berths shall have an unobstructed minimum height of 14'.*

Response: The proposed apartment site is zoned R-2. This standard is not applicable.

C. *Required loading areas shall be screened from public view, from public streets, and adjacent properties by means of sight-site obscuring landscaping, walls or other means, as approved through the site and design review process.*

Response: The proposed apartment site is zoned R-2. This standard is not applicable.

D. *Required loading facilities shall be installed prior to final building inspection and shall be permanently maintained as a condition of use.*

Response: The proposed apartment site is zoned R-2. This standard is not applicable.

E. *A driveway designed for continuous forward flow of passenger vehicles for the purpose of loading and unloading children shall be located on the site of a school or day care center having a capacity greater than twenty-five (25) students.*

Response: The proposed apartment buildings are not a school or day care center; this standard is not applicable.

F. *The off-street loading facilities shall, in all cases, be on the same lot or parcel as the structure they are intended to serve. In no case shall the required off-street loading spaces be part of the area used to satisfy the off-street parking requirement.*

Response: The proposed apartment site is zoned R-2. This standard is not applicable.

G. *The Planning Commission may exempt a building from the loading berth requirement, or delay the requirement, based on findings that loading berths are not needed for a particular building or business.*

Response: The proposed apartment site is zoned R-2. This standard is not applicable.

16.10.070 Parking lots and access.

A. *Parking Lots. A parking lot, whether as accessory or principal use, intended for the parking of automobiles or trucks, shall comply with the following:*

Sequoia Grove Apartments

1. *Parking lot design shall comply with the dimensional standards set forth in Figure 1 of this section.*

Response: The parking lot design complies with the dimensional standards for minimum stall width and depth, minimum clear aisle width, minimum clear stall distance at bay side, and minimum clear bay width as shown on the development plans included with this application. This standard is met.

2. *Parking stalls of eight (8) feet in width and sixteen (16) feet in length for compact vehicles may comprise up to a maximum of thirty (30) percent of the total number of parking stalls. Such parking stalls shall be marked "Compact Parking only" either on the parking surface or on a sign in front of the parking stalls.*

Response: Proposed parking spaces are a minimum of 8.5 feet wide and 18 feet in length, exceeding the minimum standard. 53 compact parking spaces are proposed (16% of total); these spaces are a minimum of 8 feet wide by 16 feet in length. This standard is met.

3. *Areas used for standing or maneuvering of vehicles shall have paved asphalt, concrete, solid concrete paver surfaces, or paved "tire track" strips maintained adequately for all weather use and so drained as to avoid the flow of water across sidewalks or into public streets, with the following exception:*

Response: The parking and maneuvering areas will be paved with asphalt as shown on the development plans. This standard is met.

4. *The full width of driveways must be paved in accordance with (3) above:*
 - a. *For a minimum of 20 feet from the right-of-way line back into the private property to prevent debris from entering public streets, and*
 - b. *To within 150 feet of all portions of the exterior wall of the first story of any structure(s) served by the driveway to ensure fire and emergency service provision.*

Response: The proposed driveways and drive aisles will be fully paved. This standard is met.

5. *Except for parking to serve residential uses, parking areas adjacent to or within residential planning districts or adjacent to residential uses shall be designed to minimize disturbance of residents. Artificial lighting, which may be provided, shall be so deflected as not to shine or create glare in any residential planning district or on any adjacent dwelling, or any street right-of-way in such a manner as to impair the use of such way.*

Response: The proposed apartment site is zoned R-2. This standard is not applicable. There are no adjacent residential zones or developments to this site.

6. *Groups of more than four (4) parking spaces shall be so located and served by driveways that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.*

Response: The proposed development includes groups of more than four parking spaces. The parking and maneuvering areas have been designed and will be constructed so no backing movements within a street right-of-way are required. This standard is met.

7. *Off-street parking areas, and the accesses to them, shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress and the maximum safety of pedestrian and vehicular traffic on the site and in adjacent roadways. The Planning Director or Planning Commission may require engineering analysis and/or truck turning diagrams to ensure safe and efficient traffic flow based on the number and type of vehicles using the site, the classification of the public roadway, and the design of the parking lot and access drives.*

Sequoia Grove Apartments

Response: The off-street parking area is designed and will be constructed to facilitate the flow of traffic and provide maximum safety for pedestrians. Concrete sidewalks are proposed adjacent to the parking areas, and where the sidewalk crosses the parking area it may be raised or striped for pedestrian safety. This standard is met.

8. *Parking bumpers or wheel stops shall be provided to prevent cars from encroaching on the street right-of-way, adjacent landscaped areas, or adjacent pedestrian walkways.*

Response: Parking spaces include curbing to prevent cars from encroaching within the street right-of-ways and adjacent landscape areas. Parking spaces adjacent to pedestrian walkways either include wheel stops or wider walkways to allow for safe pedestrian movement. This standard is met.

9. *Accessible parking shall be provided, constructed, striped, signed and maintained as required by ORS 447.233 and all Oregon Structural Specialty Code requirements.*

Response: The proposed parking and maneuvering area includes eight accessible stalls in accordance with ORS 447.233. This standard is met.

B. Access.

8. *One-Way Ingress or Egress – Way Ingress or Egress – When approved through the site and design review process, one-way ingress or egress may be used to satisfy the requirements of subsection (H), (I) and (J). However, the hard surfaced pavement of one-way drives shall not be less than twelve (12) feet for multi-family residential, commercial or industrial uses.*

Response: A one-way egress is proposed as part of this development at the southeastern portion of the site. The drive aisle is 24 feet in width. This standard is met.

9. *Maximum driveway widths and other requirements except for single-family dwellings [see subsection (d) below]:*

- a. *Unless otherwise herein provided, maximum driveway widths shall not exceed forty (40) feet.*
- b. *No driveways shall be constructed within five (5) feet of an adjacent property line, except when two (2) adjacent property owners elect to provide joint access to their respective properties as provided by subsection 2.*
- c. *There shall be a minimum distance of forty (40) feet between any two (2) adjacent driveways on a single property.*
- d. *The minimum distance between two driveways on one single-family residential lot shall be thirty (30) feet. There is no minimum setback distance between a driveway and the property line for driveways on single-family residential lots.*

Response: Proposed driveways are 20 feet and 24 feet in width, in conformance with the maximum driveway width. The driveways are both shared and located on property lines and exceed the minimum distance required of 40 feet between any two adjacent driveways. These standards are met.

10. *Distance Between Driveways and Intersections- Except for single-family dwellings [see subsection (f) below] the minimum distance between driveways and intersections shall be as provided below. Distances listed shall be measured from the stop bar at the intersection:*

- a. *At the intersection of any collector or arterial streets, driveways shall be located a minimum of fifty (50) feet from the intersection.*
- b. *At the intersection of two (2) local streets, driveways shall be located a minimum of thirty (30) feet from the intersection as provided, the driveway shall be constructed as far from the intersection as possible, while still maintaining the five (5) foot setback between the driveway and property line.*

Sequoia Grove Apartments

- c. *If the subject property is not of sufficient width to allow for the separation between driveway and intersection as provided, the driveway shall be constructed as far from the intersection as possible, while still maintaining the five (5) foot setback between the driveway and property line.*
- d. *In the case of existing flag lots, it shall be at the discretion of the Site and Design Review Board to determine the best location for driveways.*
- e. *When considering a public facilities plan that has been submitted as part of site and design review plan in accordance with this ordinance, the city Public Works Supervisor may approve the location of a driveway closer than fifty (50) feet from the intersection of collector or arterial streets, based on written findings of fact in support of the decision. Said written approval shall be incorporated into the recommended decision of the City Planner for the site and design review plan under the process set forth.*
- f. *The minimum distance between driveways for single-family residential houses and an intersection shall be thirty (30) feet. The distance shall be measured from the curb intersection point [as measured for vision clearance area (16.04.670)].*

Response: Access to the site will be provided via two shared driveways along South Sequoia Parkway. The northern driveway will be located 200 feet north of the proposed southern driveway on Sequoia Parkway. The proposed northern driveway will serve as an exit for the park to the north and facilitate the removal of the parks existing southern entrance. The southern driveway will be located approximately 250 feet northwest of an existing driveway on Sequoia Parkway. The southern driveway will align with and existing driveway across Sequoia Parkway and be shared with the 5 acre light industrial parcel to the east. All measurements are estimated centerline to centerline. The proposed location of both driveways is consistent with the City's standard of a 200-foot separation between access points. These standards are met.

16.10.100 Bicycle Parking.

Bicycle parking shall be provided for all multi-family residential, institutional, commercial, and industrial uses.

- A. *Dimensions and characteristics: Bicycle parking spaces shall be a minimum of six (6) feet long and two (2) feet wide, and overhead clearance in covered spaces shall be a minimum of seven (7) feet. A minimum five (5) foot aisle for bicycle maneuvering shall be provided and maintained beside or between each row of bicycle parking. Bicycle racks located on a sidewalk shall provide a minimum of two (2) feet between the rack and a wall or other obstacle, and between the rack and curb face. Bicycle racks or lockers shall be securely anchored to the surface or a structure. Bicycle racks located in the Downtown Commercial Zone shall be of the inverted U style (a.k.a. staple racks). See Figure 20 of the Canby Downtown Plan for correct rack placement.*
- B. *Location: Bicycle parking shall be located in well-lit, secure locations within fifty (50) feet of the main entrance to a building, but not further from the entrance than the closest automobile parking space, and in no case further than 50 feet from an entrance when several entrances are involved.*
- C. *Number of spaces: The bicycle parking standards set out in Table 16.10.100 shall be observed.*

Response: Bicycle parking spaces will be provided throughout the apartment site. Multi-family uses require 1 space per unit. 174 spaces will be provided for the Multi-family apartment site. This standard is met and shown on the site plan.

16.20 R-2 High Density Residential Zone

16.20.010 Uses permitted outright.

Uses permitted outright in the R-2 zone shall be as follows:

Sequoia Grove Apartments

- A. Uses permitted outright in the R-1.5 zone, subject to the density standards in Section [16.20.030\(A\)](#);
- B. Single family dwellings having common wall construction;
- C. Boarding, lodging or rooming house;
- D. Multi-family dwelling;
- E. Manufactured and mobile home or trailer parks, subject to the criteria of [Chapter 16.44](#);
- F. Bed and Breakfast.

Response: Apartments are a multi-family dwelling use, allowed outright in the R-2 zone. This standard is met.

16.20.020 Conditional uses.

Conditional uses in the R-2 zone shall be as follows:

- A. A use listed as conditional in the R-1 zone and not listed as permitted outright in section [16.20.010](#);
- B. Uses listed as permitted outright in the C-R zone (Section [16.24.010](#)), not to exceed 3,000 square feet, and only when part of a Planned Unit Development. All such uses shall be subject to site and design review.
- C. Zero-lot line development for uses otherwise allowed, provided that the minimum side yard setback shall be 7 feet when adjacent to housing with standard setbacks. Prior to building permit approval, the applicant shall submit a copy of a recorded easement for every zero-lot line housing that guarantees rights for the purpose of construction and maintenance of structures and yards. The easement shall stipulate that no fence or other obstruction shall be placed in a manner that would prevent maintenance of structures on the subject lot; and the building placement, landscaping, and/or design of windows shall provide a buffer for the occupants of abutting lots.

Response: No conditional uses are proposed. This standard does not apply.

16.20.030 Development standards.

The following subsections indicate the required development standards of the R-2 zone.

- A. *Minimum residential density: New development shall achieve a minimum density of 14 units per acre. Density is calculated by dividing the number of dwelling units by the property area in acres (minus area required for street right-of-way and public park/open space areas). Decimals are rounded to the nearest whole number. The Planning Commission may modify the density standard if it cannot be met due to existing lot dimensions, road patterns, or other site characteristics.*

Response: This project proposes 174 apartment units on 7.58 acres (330,159 square feet). This equates to 22.96 units per acre. This standard is met.

- B. *Minimum width and frontage: Twenty feet except that the Planning Commission may require additional width to ensure that all applicable access standards are met.*

Response: The lot has approximately 241 feet of frontage and width along South Sequoia Parkway. This standard is met.

- C. *Minimum yard requirements:*

1. *Street yard: twenty feet on side with driveway; fifteen feet for all other street sides; except that street yards may be reduced to ten feet for covered porches only. Street yards for multifamily development (3 or more units located on the same property) located adjacent and on the same side of the street to an R-1 (Low Density Residential) or R-1.5 (Medium Density Residential) zone shall establish a front yard setback that is within 5 feet of the front yard setback of the adjacent home in the R-1 or R-1.5 zone but shall not be less than 10 feet from the property line. This standard does*

Sequoia Grove Apartments

not apply if the closest adjacent home has a front yard setback greater than 30 feet.

2. *Rear yard: all corner lots, ten feet single story or fifteen feet two-story; all other lots: fifteen feet single story or twenty feet two-story. One story building components must meet the single story setback requirements; two story building components must meet the two-story setback requirements;*
3. *Interior yard: seven feet, except as otherwise provided for zero-lot line housing.*
4. *Interior and rear yards may be reduced to three feet, or the width of any existing utility easement, whichever is greater, for detached accessory structures erected sixty feet or more from any street other than an alley. The height limitations noted in subsection D.2 below apply to such structures. Utility easements may only be reduced with the approval of all utility providers.*
5. *Multifamily development (3 or more units on the same property) that is adjacent to an R-1 (Low Density Residential) or R-1.5 (Medium Density Residential) zone must provide a minimum 15-foot buffer area between the multifamily development and the R-1 or R-1.5 zoned property. Within this buffer the following applies (see [figure 16.20-1](#)):*
 - a. *Site obscuring landscaping shall be required. The Planning Commission may require retention of existing vegetation; installation of a 6-foot minimum height site-obscuring fence with shade trees planted a maximum of 30 feet on center; and/or other landscaping to provide visual buffering.*
 - b. *No active recreation areas (tot lots, swimming pools, etc.) shall be allowed within the 15-foot buffer (garden spaces shall not be considered active recreation areas);*
6. *Infill standards may also apply. See CMC [16.20.030\(D\)\(3\)](#) and CMC [16.21.050](#).*

Response: The proposed buildings will be a maximum of 35 feet in height. The community center building will be closest to South Sequoia Parkway and will have a setback of 20 feet. The site does not abut a residential zone. These standards are met.

D. Maximum building height and length:

1. *Principal building: thirty-five feet.*
2. *Detached accessory structure:*
 - a. *If located inside the allowed building footprint for the principal building, a detached accessory structure may be up to twenty-two feet tall, as measured to the highest point of the roof.*
 - b. *If located outside the allowed building footprint for the principal building, a detached accessory structure is subject to a step-up height standard, and is allowed outright only if it meets this standard. The structure shall not exceed eight feet tall, as measured to the highest point of the roof, at a distance of three feet from the property line. The structure may increase in height by one foot vertically for every one foot horizontally away from the three foot line, up to the maximum height of twenty-two feet.*
 - c. *A conditional use permit is required to locate the structure outside of the allowed building footprint for the principal building in violation of the step-up height standard.*
 - d. *Detached accessory structures over twenty-two feet tall are not permitted.*
3. *Maximum building height for multifamily developments abutting an R-1 (Low Density Residential) or R-1.5 (Medium Density Residential) zone shall not exceed a building height greater than one foot for each foot of distance from the R-1 and/or R-1.5 property line.*
4. *Maximum building length shall be 120 feet.*

Response: As shown on the elevations included with this application, the proposed buildings will be 35

Sequoia Grove Apartments

feet or less in height. This standard is met. Three of the buildings on site cannot meet the 120 foot max length requirement. A variance has been applied for to allow the slightly longer buildings. Please review to the variance narrative for additional information and justification.

E. The maximum amount of impervious surface allowed in the R-2 zone shall be 70 percent of the lot area.

- 1. Impervious surface includes all surface areas that create a barrier to or hinder the entry of water into the soil in comparison with natural conditions prior to development. Impervious surfaces includes, but are not limited to, buildings, parking areas, driveways, roads, sidewalks, patios, packed earth, and oiled surfaces. Open, uncovered retention/detention facilities, green roofs, and permeable surfacing materials shall not be considered impervious surfaces. Roof surfaces are also considered 'pervious' when 100% of the annual average roof runoff is captured and reused on-site for irrigation or approved interior uses.*
- 2. To limit impervious surface, alternative surfacing materials may be used. Alternative surfacing includes, but is not limited to paving blocks, turf block, pervious concrete, and porous asphalt. Other similar approved materials are encouraged. Utilization of alternative surfacing methods shall be subject to review and approval by the City Public Works Department for compliance with other applicable regulations and development standards. Maintenance of alternative surfacing materials located on private property are the responsibility of the property owner.*

Response: The proposed buildings and infrastructure will cover approximately 65.51 percent of the site with impervious surface. This standard is met.

F. Other regulations:

- 1. Vision clearance distance shall be ten feet from a street to an alley or a street to a driveway, and thirty feet from a street to any other street.*
- 2. All setbacks to be measured from the foundation line of the building. Overhangs shall not exceed two feet; mechanical units, used for the heating/cooling of residential units are exempt from interior and/or rear yard setback requirements.*
- 3. Required setbacks on southern and western exposures may be reduced by not more than five feet for eaves or canopies to provide shade.*
- 4. Multi-family developments exceeding ten units shall provide 150 square feet of recreation space per dwelling unit. Recreation spaces shall be no less than 1,500 square feet in size.*
- 5. Accessory buildings shall not have a larger footprint than the primary building*

Response: Vision clearance triangles, setbacks, and open space/recreational areas are shown on the proposed development plans. This standard is met.

16.21 Residential Design Standards

16.21.070 Multi-family Design standards.

A. For design review applications for multi-family dwellings (three or more units) or for development that contain 3 or more units on a single lot located in any zone, the menu in [Table 16.21.070](#) shall apply. This menu replaces the general menu contained in [Chapter 16.49](#) for such applications.

B. A design review application for multi-family dwellings shall be considered to be compatible if

1. At least five of the Design Elements for Street Facing Facades are achieved.
2. a minimum of 60 percent of the total possible points from the Design Menu are accumulated for the whole development;

Sequoia Grove Apartments

3. 10 percent of the points used to meet (2) above are from the LID category; and,
4. the applicant has received a minimum of one point in each applicable category.

C. Those elements that are not applicable to a project shall not be counted toward the total possible points.

16.21.070 Multi-family Design Menu.

As part of review of multi-family developments, the following menu shall be used as part of the review. In order to “pass” this table 60% of total possible points shall be earned. (10% of the total possible points must be from LID elements)

Response: The site was designed in accordance with the multi-family design menu to ensure compliance with the R-2 zone. The standards of the R-2 zone are addressed in detail within this narrative. The multi-family design menu is included with this application. This standard is met.

16.42 Signs

16.42.040 Design standards for signs.

The following standards apply to signs in all zone districts.

A. *Setbacks. Signs are required to meet the setback requirements of the applicable zone district, except however the street yard setback for signs may be reduced to fifty (50) percent of that required for other structures in the zone. Signs shall not obstruct a vision clearance area required in the applicable zone district.*

Response: No monuments are proposed at this time. Developer may elect to apply for a monument permit in the future. This standard is not applicable at this time.

B. *Illumination.*

1. *External illumination is allowed. The external illumination may be either “direct” or “indirect”, provided that the source of light (e.g., bulb) is shielded such that it is not directly seen by the public. External light sources shall be carefully located, directed, and shielded in order to avoid direct illumination of any off-site object or property.*

2. *Internal illumination is allowed.*

3. *External or internal sign illumination shall not result in glare onto neighboring properties or onto public right-of-way, such that due to level of brightness, lack of shielding, or high contrast with surrounding light levels, the sign illumination results in discomfort or visual disability for persons.*

4. *Sign illumination shall not appear to flash, undulate, pulse, or portray explosions, fireworks, flashes of light, or blinking or chasing lights.*

Response: No monuments are proposed at this time. Developer may elect to apply for a monument permit in the future. This standard is not applicable.

C. *Monument signs.*

1. *Monument signs shall have a distinct base, middle, and top. These elements of the sign shall vary from one another in terms of their thickness, materials, or color.*

Response: No monuments are proposed at this time. Developer may elect to apply for a monument permit in the future. This standard is not applicable.

2. *Monument signs shall incorporate the following materials, unless otherwise approved pursuant to subsection 4 of this section.*

a. *The base and top shall be constructed of stone, brick, or wood.*

b. *The middle shall be constructed of stone, brick, wood, metal with a matte/non-reflective finish, vinyl, or other materials as noted in subsection c.*

c. *Other materials may be used for bulletin board or electronic message board*

Sequoia Grove Apartments

components in the middle portion of a monument sign, as needed to allow the bulletin board or electronic message board to function.

Response: No monuments are proposed at this time. Developer may elect to apply for a monument permit in the future. This standard is not applicable.

3. *Monument signs shall provide street addresses when street addresses are not visible from the street.*

Response: No monuments are proposed at this time. Developer may elect to apply for a monument permit in the future. This standard is not applicable.

4. *A monument sign which does not meet one or more of the standards detailed above in subsections 1 through 3, may be approved by the Planning Director pursuant to the Type II land use application procedures set forth in Chapter 16.89. A discretionary monument sign application may be approved if the applicant demonstrates compliance with all of the following criteria:*

- a. *The overall design of the sign exhibits a sense of structure; and*
- b. *Timeless materials, similar to stone, brick, or wood are used; and*
- c. *The proposed sign is in conformance with all other applicable city ordinances concerning its location, construction, and design.*

Response: No monuments are proposed at this time. Developer may elect to apply for a monument permit in the future. This standard is not applicable.

- F. *Wall signs. A wall sign shall not project more than 18 inches from the wall to which it is attached (or 12 inches from a wall directly abutting an alley). Wall signs which extend over the public right-of-way are subject to the standards of 16.42.045.*

Response: No wall signs are proposed at this time. Developer may elect to apply for a sign permit in the future. This standard is not applicable.

TABLE 1. RESIDENTIAL ZONES AND AGRICULTURAL ZONE (R-1, R-1.5, R-2, A, C-R)		
Monument Sign		
E. Use on site: all uses on a site greater than 5 acres.		
Size: Maximum 16 square feet per sign face.	Maximum Height: 7 feet.	Location/Number: One sign may be located adjacent to the primary street frontage, on either side of a vehicle accessway; AND one sign may be located adjacent to a collector or arterial street frontage if it is not the primary street frontage, on either

Wall Sign		
Size: The maximum 8 percent of the building elevation area, with a maximum sign face of 60 square feet on a primary frontage	Maximum Height: shall not project above the roof line or top of the parapet wall, whichever	Location/Number: One sign per building Frontage.

Sequoia Grove Apartments

Response: No monuments are proposed at this time. Developer may elect to apply for a monument permit in the future. This standard is not applicable.

No wall signs are proposed at this time. Developer may elect to apply for a sign permit in the future. This standard is met.

16.43 Outdoor Lighting Standards

16.43.040 Lighting Zones.

- A. *Zoning districts designated for residential uses (R-1, R-1.5 and R-2) are designated Lighting Zone One (LZ 1). All other zoning districts are designated Lighting Zone Two (LZ 2).*
- B. *The designated Lighting Zone of a parcel or project shall determine the limitations for lighting as specified in this ordinance.*

Response: The proposed development is located within an R-2 zone; therefore, the LZ 1 Lighting Zone requirements apply.

16.43.060 Prohibited Light and Lighting.

- A. *All outdoor light sources, except street lights, shall be shielded or installed so that there is no direct line of sight between the light source or its reflection at a point 3 feet or higher above the ground at the property line of the source. Light that does not meet this requirement constitutes light trespass. Streetlights shall be fully shielded. However, the applicant is permitted to have some unshielded lighting if lumens are within the limits of Table 16.43.070 below.*
- B. *The following lighting systems are prohibited from being installed or used except by special use permit:.*
 - 1. *Aerial Lasers.*
 - 2. *“Searchlight” style lights.*
 - 3. *Other very intense lighting, defined as having a light source exceeding 5200 lumens.*

Response: All outdoor light sources will be shielded so there is no direct line of sight between the light source or its reflection at a point 3 feet or higher above the ground at the property line of the source. Aerial lasers, “searchlight” style lights, or other very intense lighting are not proposed. This standard is met.

16.43.070 Luminaire Lamp Lumens, Shielding, and Installation Requirements.

- A. *All outdoor lighting shall comply with the limits to lamp wattage and the shielding requirements in Table 16.43.070 per the applicable Lighting Zone. These limits are the upper limits. Good lighting design will usually result in lower limits.*
- B. *The city may accept a photometric test report, lighting plan, demonstration or sample, or other satisfactory confirmation that the luminaire meets the requirements of the shielding classification.*
- C. *Such shielded fixtures must be constructed and installed in such a manner that all light emitted by the fixture complies with the specification given. This includes all the light emitted by the fixture, either directly from the lamp or by a diffusing element, or indirectly by reflection or refraction from any part of the fixture. Any structural part of the fixture providing this shielding must be permanently affixed.*
- D. *All canopy lighting must be fully shielded. However, indirect upward light is permitted under an opaque canopy provided that no lamp or vertical element of a lens or diffuser is visible from beyond the canopy and such that no direct upward light is emitted beyond the opaque canopy.*
- E. *Landscape features shall be used to block vehicle headlight trespass while vehicles are at an external point of service (i.e. drive-thru aisle).*
- F. *All facade lighting must be restricted to the facade surface. The margins of the facade shall not be illuminated. Light trespass is prohibited.*

Response: The proposed development will be in compliance with the above lighting standards. Included

Sequoia Grove Apartments

with this application is a photometric lighting plan. This standard is met.

16.43.080 Height Limits.

Pole and surface-mounted luminaires under this section must conform with Section 16.43.070.

- A. *Lighting mounted onto poles or any structures intended primarily for mounting of lighting shall not exceed a mounting height of 40% of the horizontal distance of the light pole from the property line, nor a maximum height according to Table 16.43.080, whichever is lower. The following exceptions apply:*
- 1. Lighting for residential sports courts and pools shall not exceed 15 feet above court or pool deck surface.*
 - 2. Lights specifically for driveways, and then only at the intersection of the road providing access to the site, may be mounted at any distance relative to the property line, but may not exceed the mounting height listed in Table 16.43.080.*
 - 3. Mounting heights greater than 40% of the horizontal distance to the property line but no greater than permitted by Table 16.43.080 may be used provided that the luminaire is side-shielded toward the property line.*
 - 4. Landscape lighting installed in a tree. See the Definitions section.*
 - 5. Street and bicycle path lights.*
- B. *Lighting mounted onto buildings or other structures shall not exceed a mounting height greater than 4 feet higher than the tallest part of the building or structure at the place where the lighting is installed, nor higher than 40% of the horizontal distance of the light from the property line, whichever is less. The following exceptions apply:*
- 1. Lighting attached to single family residences shall not exceed the height of the eave. Lighting for driveways shall conform to Table 16.43.080.*
 - 2. Lighting for facades may be mounted at any height equal to or less than the total height of the structure being illuminated regardless of horizontal distance to property line.*
 - 3. For buildings less than 40 feet to the property line, including canopies or overhangs onto the sidewalk or public right-of-way, luminaires may be mounted to the vertical facade or the underside of canopies at 16 feet or less.*
 - 4. The top exterior deck of parking garages should be treated as normal pole mounted lighting rather than as lights mounted to buildings. The lights on the outside edges of such a deck must be side shielded to the property line.*

Response: The proposed development will be in compliance with the above lighting standards. Included with this application is a photometric plan. Fourteen pole-mounted fixtures and eighty wall-mounted fixtures are proposed on site to provide adequate lighting. This standard is met.

16.43.090 Lighting Controls

The city strongly recommends the use of timers and/or motion detectors on outdoor lighting, and that motion detectors be set to minimize unnecessary activation. For example, motion detectors for entryway or driveway lights should not activate for off-site pedestrians or cars.

Response: The proposed development does not include lighting with timers and/or motion detectors on outdoor fixtures. This standard does not apply.

16.43.110 Lighting Plan Required

A lighting plan shall be submitted with the development or building permit application and shall include:

- A. A site plan showing the location of all buildings and building heights, parking, and pedestrian areas.*
- B. The location and height (above grade) of all proposed and existing luminaires on the subject property.*
- C. Luminaire details including type and lumens of each lamp, shielding and cutoff information, and*

Sequoia Grove Apartments

- a copy of the manufacturer's specification sheet for each luminaire.*
- D. *Control descriptions including type of control (time, motion sensor, etc.), the luminaire to be controlled by each control type, and the control schedule when applicable.*
- E. *Any additional information necessary to demonstrate compliance with the standards in this section.*

Response: The proposed development will be in compliance with the above lighting standards. The included lighting plan shows the location of the building and height, parking, and pedestrian areas. The luminaire schedule at the upper right of the lighting plan provides details on the proposed fixtures. This standard is met.

16.46 Access Limitations on Project Density

16.46.030 Access connection

Response: South Sequoia Parkway is classified as a Collector on the City's TSP. The proposed driveways are more than 100 feet from adjacent driveways on in the south and west side of South Sequoia Parkway as shown on the site plan included with this application. The shared driveway access on the southern boundary of the site provides joint access for this project and access for the parcel to the south. This driveway aligns with an existing driveway across South Sequoia Parkway. This standard is met.

16.49 Site and Design Review Approval Criteria

16.49.035 Application for Site and Design Review

- A. *For site and design review projects in the Downtown Canby Overlay Zone (DCO), applicants may choose one of the following two processes:*
- 1. Type II – If the applicant meets all applicable site and design review standards set forth in Chapters 16.41(Downtown Canby Overlay Zone) and 16.49; the applicant shall submit a Type II application for approval pursuant to the approval criteria set forth in 16.49.040.A; or*
 - 2. Type III – If the applicant proposes the use of alternative methods or materials to meet the intent of the site and design review standards set forth in Chapter 16.41.070, the applicant shall submit a Type III application for approval pursuant to the approval criteria set forth in 16.49.040.B. The applicant must still meet all applicable requirements of Chapter 16.49.*

Response: The proposed development is outside the Downtown Canby Overlay Zone. The site is located off South Sequoia Parkway, within the R-2 zone. This application will be submitted and processed as a Type III. This standard is met.

16.49.040 Criteria and standards.

- B. *In review of a Type III Site and Design Review Application, the Board shall, in exercising or performing its powers, duties or functions, determine whether there is compliance with the following:*
- 1. The proposed site development, including the site plan, architecture, landscaping and graphic design, is in conformance with the standards of this and other applicable city ordinances insofar as the location, height and appearance of the proposed development are involved; and*

Response: As addressed in 16.21 of this narrative and as shown on the development plans, the proposed development is in conformance with the development standards of the R-2 zone and the multi-family design standards. This standard is met.

- 2. The proposed design of the development is compatible with the design of other developments in the same general vicinity; and*

Response: The proposed design, as shown on the attached elevations and site plan, is compatible with other industrial development in the area. This standard is met.

Sequoia Grove Apartments

3. *The location, design, size, color and materials of the exterior of all structures and signs are compatible with the proposed development and appropriate to the design character of other structures in the same vicinity.*

Response: The proposed buildings meets the required setbacks and dimensional requirements as demonstrated in this narrative. The proposed buildings will be constructed of wood, concrete, similar in character to other structures in the area. This standard is met.

4. *The proposed development incorporates the use of LID best management practices whenever feasible based on site and soil conditions. LID best management practices include, but are not limited to, minimizing impervious surfaces, designing on-site LID stormwater management facilities, and retaining native vegetation.*

Response: The proposed development incorporates LID, where feasible. Stormwater will be collected, treated, and infiltrated onsite, and existing trees are retained as shown on the landscape plans included with this application. This standard is met.

5. *The Board shall, in making its determination of compliance with this Ordinances, shall use the matrix in Table 16.49.040 to determine compatibility unless this matrix is superseded by another matrix applicable to a specific zone or zones under this title. An application is considered to be compatible with the standards of Table 16.49.040 if the following conditions are met:*

- a. *The development accumulates a minimum of 60 percent of the total possible number of points from the list of design criteria in Table 16.49.040; and*
- b. *At least 10 percent of the points used to comply with (a) above must be from the list of LID Elements in Table 16.49.040. (Ord. 1338, 2010).*

Response: The site is within the R-2 zoning. The standards of the R-2 zone are addressed in detail within this narrative. The Multi-Family Design Menu is included with this application. This standard is met.

Table 16.49.040 Site Design Review Menu

As part of Site and Design Review, the following menu shall be used as part of the review. In Order to "pass" this table 60% of total possible points shall be earned, 10% of the total possible points must be from LID elements.

Response: The site is within the R-2 zoning. The standards of the R-2 zone are addressed in detail within this narrative. The Multi-Family Design Menu is included with this application. This standard is met.

16.49.065 Bicycle and pedestrian facilities.

Developments coming under design review shall meet the following standards:

- A. *The internal walkway system shall be extended to the boundaries of the property to adjoining properties developed or zoned for commercial, public, or multi-family uses...*

Response: The development is for multi-family residential use. The internal walkways included with the proposed development are intended to provide safe pedestrian access through the site and connect to existing pedestrian facilities adjacent to the site. The connections that cross the access drive aisles and parking areas may be raised or striped. This standard is met.

- B. *On-site facilities shall be provided to accommodate safe and convenient pedestrian and bicycle access within new subdivisions, multi-family developments, planned development, shopping centers, and commercial districts, and connecting to adjacent residential areas and neighborhood activity centers. Residential developments shall include streets with sidewalks and accessways.*

Response: The development is for multi-family residential use. The internal walkways included with the proposed development are intended to provide safe pedestrian access through the site and connect to

Sequoia Grove Apartments

existing pedestrian facilities adjacent to the site. The connections that cross the access drive aisles and parking areas may be raised or striped. This standard is met

C. *For new office parks and commercial development:*

Response: The proposed development is for multi-family residential use; therefore, this standard does not apply.

16.49.080 General provisions for landscaping.

C. *The minimum area requirement for landscaping for developments coming under design review shall be the percentage of the total land area to be developed as follows. Parking lot landscaping area is included in calculating the following landscape areas:*

1. *Fifteen (15) percent for all industrial and commercial zones (except the Downtown-Commercial zone, but including the Commercial-Residential zone).*
2. *Seven and one-half (7.5) percent for the Downtown-Commercial zone.*
3. *Thirty (30) percent for all residential zones.*

Response: The proposed development is for residential use; 30 percent of the total land area is required to be landscaped. The site is 330,159 square feet in size, therefore, 99,048 square feet of landscaping is required. The proposed plan includes 113,887 square feet of landscaping, 37.94 percent as proposed. This standard is met.

D. *LID stormwater management facilities, such as rain gardens and raingarden areas, may be counted toward the minimum landscaping requirement when they are located on private property. LID facilities in the public right-of-way cannot be counted toward the minimum landscaping requirement. The integration of LID stormwater management facilities within required landscaping must be approved by the city and shall comply with the design and construction standards set forth in the Canby Public Works Design Standards.*

Response: The proposed development includes seven water quality raingarden areas. These LID stormwater management facilities will be located on the site, not within the right-of-way. Landscaping will be integrated into the stormwater facility as shown on the landscape plans included with this application in accordance with the Canby Public Works Design Standards. This standard is met.

E. *Trees and other plant materials to be retained shall be identified on the landscape plan. The Site and Design Review Board encourages the retention, to the extent practicable, of existing healthy trees and vegetation.*

Response: The site contains a number of existing trees. Where feasible, these trees are retained as shown on the landscape plan included with this application. This standard is met.

F. *During the construction process:*

1. *The owner or the owner's agent shall provide above and below ground protection for existing trees and plant materials identified to remain.*
2. *Trees and plant materials identified for preservation shall be protected by chain link fencing placed around the tree, at the drip line.*
3. *If it is necessary to fence within the drip line, such fencing shall be specified by a qualified arborist, nurseryman or landscape architect.*
4. *Neither top soil storage nor construction material storage shall be located within the drip line of trees designated to be preserved.*
5. *Where site conditions make necessary grading, building, paving, trenching, boring, digging, or other similar encroachment upon a preserved tree's drip line area, such grading, paving, trenching, boring, digging or similar encroachment shall only be permitted under the direction of a qualified arborist, nurseryman or landscape architect. Such direction must assure that the health needs of trees within the preserved area can be*

Sequoia Grove Apartments

met.

6. *Tree root ends shall not remain exposed.*

Response: The above standards will be followed during the construction process as noted on the landscape plans included with this application. This standard is met.

- G. *Landscaping under preserved trees shall be compatible with the retention and health of said trees.*

Response: Landscaping under preserved trees is compatible with the retention and health of the tree as shown on the landscaping plans included with this application. This standard is met.

- H. *When it is necessary for a preserved tree to be moved in accordance with the Tree Ordinance, the landscaped area surrounding said tree or trees shall be maintained and replanted with trees which relate to the present landscape plan, or if there is no landscaping plan, then trees which are complimentary with existing, nearby landscape materials.*

Response: In the event that a preserved tree needs to be removed, the area that surrounded that tree will be maintained and replanted with trees consistent with the approved landscape plan. This standard is met.

- I. *Any required landscaped area shall be designed, constructed, installed and maintained so that within three (3) years, the ground shall be covered by living grass or other plant material. (The foliage crown of trees shall not be used to meet this requirement.) A maximum of five percent of the landscaped area may be covered with bark chips, mulch, or other similar materials. A maximum of five percent of the landscaped area may be covered with rock, stones, walkways, or other similar material acceptable to the Board. Required sidewalks shall not be used to meet the landscaping requirements.*

Response: Required landscape areas have been designed and will be constructed, installed, and maintained to achieve coverage within three years as shown on the landscape plan included with this application. This standard is met.

- J. *All trees and plant materials shall be healthy, disease-free, damage-free, well-branched stock, characteristic of the species. The use of tree and plant species native to the Pacific Northwest is encouraged. Any new street tree planted must be included on the city's list of approved tree species.*

Response: Trees and plant materials to be planted will be healthy and meet the requirements of this section. This standard is met.

- K. *Landscaping methods should be guided by the provisions of the most recent edition of the Sunset Western Garden Book or similar publication.*

Response: A landscape plan prepared by a licensed landscape architect is included with this application. The landscape methods used are best management practices, and materials have been chosen appropriately for the region. This standard is met.

- L *The following guidelines are suggested to insure the longevity and continued vigor
Of plant materials:*

- 1 Select and site permanent landscape materials in such a manner as to produce a drought-resistant landscaped area.*
- 2 Consider soil type and depth, spacing, exposure to sun and wind, slope and site, building walls and overhangs, and compatibility with existing native preserved on the site or in the vicinity.*

Response: A landscape plan prepared by a licensed landscape architect is included with this application. Drought-resistant species and soil type, depth, spacing, and other variables have been considered. This standard is met.

Sequoia Grove Apartments

- M. *All plant growth in landscaped areas of developments shall be controlled by pruning, trimming or otherwise, so that:*
1. *It will not interfere with designated pedestrian or vehicular access; and*
 2. *It will not constitute a traffic hazard because of reduced visibility.*
 3. *It will not hinder solar access considerations.*

Response: The landscaped areas will be maintained according the landscape schedule and approvals. The site will be maintained in a professional manner to not interfere with pedestrian or vehicular travel and solar access considerations. This standard is met.

- N. *After completion of site grading, topsoil is to be restored to exposed cut and fill areas to provide a suitable base for seeding and planting.*

Response: A landscape plan prepared by a licensed landscape architect is included with this application. The landscape plan includes notes for the restoration of topsoil. This standard is met.

- O. *All planting areas shall be graded to provide positive drainage.*

Response: All planting areas will be graded to provide positive drainage as shown on the grading and landscape plans. Some areas are designed to have drainage flow into rain gardens for treatment. This standard is met.

- P. *Neither soil, water, plant materials nor mulching materials shall be allowed to wash across roadways or walkways.*

Response: The site will be graded and erosion control measures will be provided to ensure materials will not wash across roadways or walkways. This standard is met.

16.49.090 Specifications for tree and plant materials.

- A. *Deciduous Trees. Deciduous shade and ornamental trees shall be a minimum of two inch (2") caliper, measured six inches (6") above ground, balled and burlapped. Bare root trees will be acceptable to plant during their dormant season. Trees shall be well branched and characteristically shaped specimen.*
- B. *Coniferous Trees. Coniferous trees shall be a minimum five feet (5') in height above ground, balled and burlapped. Trees shall be well branched and characteristically shaped specimen.*
- C. *Evergreen and Deciduous Shrubs. Evergreen and deciduous shrubs shall be at least one (1) to five (5) gallon size. Shrubs shall be characteristically branched. Side of shrub with best foliage shall be oriented to public view.*
- D. *Ground covers. Ground covers shall be fully rooted and shall be well branched or leafed.*
- E. *Lawns. Lawns shall consist of grasses, including sod, or seeds of acceptable mix within the local landscape industry. Lawns shall be 100 percent coverage and weed free.*

Response: A landscape plan prepared by a licensed landscape architect is included with this application. The landscape plan meets the above standards for deciduous trees, coniferous trees, shrubs, groundcover, and lawn. This standard is met.

16.49.120 Parking lot landscaping standards.

- B. *Application. Parking lot landscaping standards shall apply to any surface passenger vehicle parking area of ten (10) spaces or more, or to any paved vehicular use area 3,500 square feet or larger on the same tax lot or on contiguous tax lots under common ownership. Any paved vehicular area which is used specifically as a utility storage lot or a truck loading area shall be exempt from landscaping requirements within a parking lot.*

Response: The proposed parking area contains 333 spaces total. The requirements of this section apply and are addressed in detail below.

Sequoia Grove Apartments

C Landscaping Within a Parking Lot.

- 1 Area within a parking lot shall include the paved parking and maneuvering area, any area within ten (10) feet of any exterior face of curb surrounding the paved and maneuvering area.

Response: Areas shown on the site plans for landscaping include the parking lot as well as any area within ten feet of any exterior face of curb surrounding the paved parking and maneuvering area in accordance with this standard.

- 2 Each interior landscaped area shall be a minimum of six (6) feet wide, unless the area is added to the required perimeter landscaping.
- 3 The use of LID best management practices in parking lots is encouraged whenever site and soil conditions make it feasible. Such practices include, but are not limited to, permeable surfacing materials, and integrating LID stormwater management facilities into the required landscaping areas.

Response: No permeable surfaces are proposed as part of the parking and maneuvering area. Stormwater management facilities have been integrated into the landscape area as shown on the development plans included with this application.

D. Computing Minimum Area Required to be Landscaped Within a Parking Lot. Minimum area required to be landscaped within a parking lot shall be as follows:

- 1 Fifteen (15) percent for all residential, industrial, and commercial zones
- 2 Five (5) percent for the Downtown-Commercial Zone for any off-street parking spaces provided.
- 3 Ten (10) percent for the Core Commercial (CC) sub-area of the Downtown Canby Overlay Zone for any off-street parking spaces provided.

Response: The proposed development is residential; 15 percent landscaping is required within the parking area. As shown on the landscape plan, 20.92 percent of the parking lot will be landscaped. This standard is met.

E. All parking areas with more than 16 spaces shall include landscape islands to break up the parking area into rows of not more than 8 contiguous parking spaces.

- 1 Landscape islands shall have a minimum area of 48 square feet and a minimum width of six (6) feet.
- 2 Landscape islands shall contain at least one tree that meets the standards in section (F) below.
- 3 Landscape islands may be counted toward the minimum parking lot landscaping requirements.

Response: The parking areas on site included more than 16 spaces. Landscape islands are proposed within the parking area; these islands are a minimum of 96 square feet with a minimum width of six feet and contain a minimum of one tree. With this application we are applying for a variance to allow for more than 8 contiguous parking spaces between landscape islands. This standard is met.

F. Criteria for Trees in Parking Lots. Deciduous, evergreen and/or shade trees shall meet the following criteria:

Response: A landscape plan prepared by a licensed landscape architect is included with this application. The trees in the proposed parking lot have been designed to meet the above standards as shown on the landscape plan. This standard is met.

G. Perimeter of Parking and Loading Areas:

Response: A landscape plan prepared by a licensed landscape architect is included with this application. The perimeter of parking areas has been designed to meet the above standards as shown on the

Sequoia Grove Apartments

landscape plan. This standard is met.

- H. *Irrigation System or Available Water Supply Required. Landscaped areas shall be provided with automatic irrigation systems or a readily available water supply with at least one (1) outlet located within approximately 150 feet of all plant materials to be maintained.*

Response: The site landscaping will be irrigated. Plans will be designed and installed by a certified landscape contractor or irrigation professional. This standard is met.

16.53 Variances.

16.53.020 Major Variances.

Response: A Major Variance request for building setbacks, building length, and contiguous parking spaces between landscape islands has been submitted with this application. *See the variance narrative provided for additional information and justification.*

16.89 Application and Review Procedures.

16.89.020 Description and Summary of Processes.

All land use and development applications shall be decided by using the procedures contained in this Chapter. Specific procedures for each type of permit are contained in Sections 16.89.030 through 16.89.060. The procedure type assigned to each permit governs the decision-making process for that permit. Additional requirements may be found in the individual chapters governing each permit type. The four types of procedure are described below. Table 16.89.020 lists the City's land use and development applications and their required procedures.

- C. *Type III Procedure (Quasi-Judicial/Legislative). Type III decisions are made by the Planning Commission after a public hearing, with appeals reviewed by the City Council. Type III procedures generally use discretionary approval criteria.*

Response: This land use application is for site and design review and variance. These Type III applications will be heard before the Canby Planning Commission. This standard is met.

16.89.070 Neighborhood Meetings.

- A. *Applicants are encouraged to meet with adjacent property owners and neighborhood representatives prior to submitting their application in order to solicit input, identify issues, and exchange information about the proposed meeting.*
- B. *The Planning Commission or Planning Director may require an applicant to hold a meeting in the neighborhood prior to accepting an application as complete. A neighborhood meeting is required for some application types, as shown in Table 16.89.020, unless this requirement is waived by the Planning Director.*
- C. *At least two weeks prior to the neighborhood meeting, the applicant shall mail notice of the meeting to:*
- 1. The appointed chair and all active members of any neighborhood association in whose boundaries the application lies; and*
 - 2. All of those who would receive notice of the application's public hearing before the Planning Commission.*
- D. *The meeting shall be held in a fully accessible location approved by the City.*
- E. *Following a required neighborhood meeting, applicants shall prepare a written summary of pertinent issues raised and shall prepare a detailed response to each issue. This material shall be submitted to the Planning Department in electronic format at least two weeks before the initial public hearing.*
- F. *Applicants or attendees may make audio or video recordings of the neighborhood meeting if desired.*

Response: A neighborhood meeting was held on February 02, 2016 for this development. Notice was

Sequoia Grove Apartments

mailed to property owners and occupants within 500 feet of the site two weeks before the meeting. Neighborhood meeting notes are included with this application. This standard is met.

16.120 General Provision

Response: No park, open space, or recreational sites are proposed as part of this development. The applicant will pay the parks system development charge (SDC) in lieu of land dedication. This standard is met.

IV. CONCLUSION

The proposed development meets the applicable site and design review requirements and the conditional approval requirements. The development will be compatible with existing surrounding uses and is designed to comply with the requirements of the R-2 zone as demonstrated by this narrative and associated attachments. This application complies with City requirements, will result in economic growth for the area, and merits approval as requested. Please do not hesitate to contact SGA Engineering or the Applicant for additional information or with any questions. Thank you for your time and assistance in this review.

SGA ENGINEERING, PLLC

CIVIL ENGINEERING, LAND PLANNING, DEVELOPMENT SERVICES, & LANDSCAPE ARCHITECTURE

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TYPE III MAJOR VARIANCE NARRATIVE **SEQUOIA GROVE APARTMENTS** **(PRA-15-10)**

Introduction

The associated land use number for this project is PRA-15-10.

Sequoia Grove Apartments proposes to construct 174 apartment units on 7.58 acres.

This application is asking to utilize a 20 foot setback for 2 buildings (A12 and B6) against the Southern Pacific Railroad right-of-way that borders the southwestern portion of the site. We are asking for an 11% variance from the 120 foot maximum building length for 3 buildings on the site. We are asking for an increase in the amount of contiguous parking spaces between landscape islands.

These variance requests requires a Type III Variance Review.

Summary of changes requested

- This variance proposes to reduce the 25 foot setback for two buildings. This will be a 20% reduction (5 feet) in the current setback of 25 feet for two buildings adjacent to the right-of-way. A very short span of buildings are proposed for this reduction. Approximately 25 feet of building B6 and 25 feet of building A12 will utilize this reduction.
- We are also asking for an 11% variance from the 120 foot maximum building length for 3 of the 17 buildings on site. Two buildings are only 3.3% over the 120 foot max length. Only one building, A12, is requesting the 11% over length variance.
- We are also asking for a variance to have more than 8 contiguous parking spaces between landscape islands. 10 of the over 45 parking banks on this project seek to use this variance.

Reasons for changes

- To allow for a more desirable and consistent construction and development of the apartments and site amenities. The site shape is quite constraining which plays a big role on building layout. Providing adequate setbacks for the required parking and access ways throughout the site pushes the buildings and forces some areas to be squeezed while other areas end up underutilized. This project has maximized the layout to provide safe, convenient, efficient and adequate circulation throughout the site. Impervious surface created to allow access to the apartment buildings has been maximized. Increasing the walkways to push some buildings back and meet the 25 foot setback is not an efficient use of space. It's the goal of this project to minimize the footprints required to build and access/utilize the new residences. These exact buildings and similar setbacks have been utilized on numerous other apartment projects throughout the northwest. Not only adequate but very high quality developments have been constructed by the applicant using the same standards requested in this variance.

Type III Major Variance Approval Criteria (Applicant's responses in Bold) (16.53.020B)

16.53.020 Major Variances.

B. Standards and Criteria. A variance may be granted only upon determination that all of the following conditions are present:

1. *Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the city and within the same zone. These exceptional or extraordinary circumstances result from tract size or shape, topography or other circumstances over which the owners of the property have no control. Actions of previous owners do not constitute other exceptional or extraordinary circumstances; and*
 - **All 3 variances are a result of the existing dimensional constraints of the parcel.**
2. *The variance is necessary to assure that the applicant maintains substantially the same property rights as are possessed by the owners of other property in the city and within the same zone; and*
 - **Granting the variance will not substantially detract from the livability or appearance of the residential area. By aligning the buildings with property boundaries to create a effective and desirable layout we will increase useable open space. This helps to increase the rear yards, which function as the main private outdoor living space for the future occupants.**
3. *Granting of this variance will not be materially detrimental to the intent or purposes of the city's Comprehensive Plan or the Land Development and Planning Ordinance; and*
4. *Granting of this variance will not be materially detrimental to other property within the same vicinity; and*
 - **The properties adjacent to the southwest boundary that we will be encroaching on with the buildings being 5 feet closer to the boundary, are separated by the railroad and Logging County Road from our project. This provides a substantial buffer from adjacent uses and does not impact livability or use of adjacent parcels.**
 - **We have provided additional landscape area in the parking areas to account for the loss of parking islands between contiguous parking spaces. We have achieved 139.44% of required parking landscaping. The proposed covered parking in some areas makes it virtually impossible to provide landscape islands every 8 contiguous spaces on some areas of the site. Covered parking is a desirable addition to apartments and increases livability.**
5. *The variance requested is the minimum variance which will alleviate the hardship; and*
 - **By aligning buildings with the proposed roadways we reduce the amount of impervious surface needed to access the apartment building and preserve open space.**
 - **With the existing dimensional constraints and layout of parcel it was a challenge to provide adequate vehicle and pedestrian paths while meeting the minimum requirement of 333 parking spaces for this project.**
 - **The overall length of the main structure of the buildings is under the 120 foot maximum. The addition of the garages in a desirable side facing configuration exceeds this maximum by 4 feet for buildings A2 and A3 and 13 feet for building A12. The dimensional constraints of the parcel create a challenge for creating an efficient and desirable layout on the site. To provide garage parking for this site we have attached garages in specific locations which increase efficiency and livability on the site.**
6. *The exceptional or unique conditions of the property which necessitate the issuance of a variance were not caused by the applicant, or the applicant's employees or relatives.*

- **The adjacent property is the railroad.**
- **There are no adverse impacts resulting in these variance requests. Access and livability will be enhanced by this variance.**

This application meets all the applicable approval criteria for a Type III Variance review.

Your review and approval of this application is appreciated.

Please contact Jason Mattos or Scott Taylor with SGA Engineering for any project clarifications or for additional information.

Sincerely,

Jason Mattos, PE
SGA Engineering, PLLC
jmattos@sgaengineering.com
&
Scott Taylor, LA
Landscape Architect / Planner
SGA Engineering, PLLC
staylor@sgaengineering.com



**BEFORE THE CITY COUNCIL
OF THE
CITY OF CANBY**

**A REQUEST TO APPROVE A) FINDINGS, CONCLUSIONS & ORDER
COMPREHENSIVE PLAN LAND USE MAP) CPA 15-01/ZC 15-01/LLA 15-04
AND ZONE CHANGE MAP AMENDMENTS)
FROM HEAVY INDUSTRIAL (HI & M-2) TO)
HIGH DENSITY RESIDENTIAL (HDR & R-2))
RESPECTIVELY FOR AN APPROXIMATE)
7.6 ACRE PROTION OF TAX LOTS 2101 AND)
4900 OF TAX MAP 31E34C AS ADJUSTED BY)
LLA 15-04 AT S SEQUOIA PARKWAY.)**

NATURE OF APPLICATION

Urban IDM seeks to amend the Comprehensive Plan Land Use Map from Heavy Industrial (HI) to High Density Residential (HDR) designation and corresponding Zone Change Map amendment from Heavy Industrial (M-2) to High Density Residential (R-2) for approximately 7.6 acres, and necessary Lot Line Adjustment to reconfigure the size of the two existing commonly owned parcels so the boundary will match the area of the zone change leaving a reconfigured parcel of approximately 5 acres with the existing industrial zoning at 235 S Sequoia Parkway.

HEARINGS

The Planning Commission held a public hearing and considered this application at its meeting on August 24, 2015. The Planning Commission forwarded their recommendation to City Council. The City Council held a second public hearing to consider the application and the Planning Commission’s recommendation at its September 16, 2015 meeting. The planning director presented the staff report and the Mayor opened the public hearing receiving testimony from the applicant and then the public. After closing the public hearing and deliberation, the Council voted to approve the Comprehensive Plan Amendment, Zone Change, and Lot Line Adjustment applications on a 4 to 3 vote by approving the associated Ordinance No. 1423 as amended.

CRITERIA AND STANDARDS

The Canby Comprehensive Plan and Section 16.88, 16.54.040, and 16.58.030 of the Canby Municipal Code states the applicable review criteria when reviewing a quasi-judicial comprehensive plan land use map amendment, zone change map amendment, and lot line adjustment for which the Council shall give consideration, including the following:

The Comprehensive Plan (Updated January, 2007 and Statewide Planning Goals:

- 1. Goal 2 – Land Use Planning
- 2. Goal 9 – Economic Development
- 3. Goal 12 – Transportation

For a Comprehensive Plan Land Use Map Amendment:
(Section 16.88.180(D)

In judging whether a quasi-judicial plan amendment shall be approved, the Planning Commission and

**Findings, Conclusions & Final Order
CPA 15-01/ZC 15-01/LLA 15-04**

City Council shall consider:

1. The remainder of the Comprehensive Plan of the city, as well as the plans and policies of the county, state, or any local school or service districts which may be affected by the amendments;
2. Whether all required public facilities and services exist, or will be provided concurrent with the anticipated development of the area.

(Section 16.88.180)

E.. For proposed comprehensive plan amendments, which must consider the long-term adequacy of the transportation system for TPR 660-10-060 compliance, ODOT must be consulted to determine whether a highway project is “reasonably likely to be funded” based on funding projections at that time.

Section 16.88.190

- A. A proposed comprehensive plan amendment, zone change or land use regulation change, whether initiated by the city or by a private interest, shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with the Transportation Planning Rule (OAR 660- it:
1. Changes the functional classification of an existing or planned transportation facility;
 2. Changes standards implementing a functional classification system’
 3. As measured at the end of the planning period identified in the adopted plan:
 - a. Allows types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility; or,
 - b. Would reduce the performance of the facility below the minimum acceptable performance standard identified in the Transportation System Plan.
 - c. Would worsen the performance of a facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the Transportation System Plan.
- B. Amendments to the comprehensive plan and land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and performance standards (i.e., level of service, volume to capacity ratio, etc.) of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:
1. Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.
 2. Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of Section – 0060 of the TPR. Such amendments shall include a funding plan or other mechanism so that the facility, improvement or service will be provided by the end of the planning period.
 3. Altering land use designations, densities, or design requirements to reduce demand for vehicle travel and meet travel needs through other modes of transportation.
 4. Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
 5. Providing other measures as a condition of development, including transportation system management measures, demand management or minor transportation improvements.

For A Map Amendment (Zone Change):

(Section 16.54.040)

In judging whether or not the zoning map should be amended or changed, the Planning Commission

and City Council shall consider:

- A. The Comprehensive Plan of the City, giving special attention to Policy 6 of the land use element and implementation measures therefore, and the plans and policies of the county, state and local districts in order to preserve functions and local aspects of land conservation and development;
- B. Whether all required public facilities and services exist or will be provided concurrent with development to adequately meet the needs of any use or development which would be permitted by the new zoning designation.

(Section 16.54.060)

- A. In acting on an application for a zone change, the Planning Commission may recommend and the City Council may impose conditions to be met by the proponents of the change before the proposed change takes effect. Such conditions shall be limited to improvements or physical changes to the property which are directly related to the health, safety or general welfare of those in the area. Further, such conditions shall be limited to improvements which clearly relate to and benefit the area of the proposed zoned change.
- B. The city will not use the imposition of improvement conditions as a means of preventing planned development, and will consider the potential impact of the costs or required improvements on needed housing. The Planning Commission and City Council will assure that the required improvements will not reduce housing densities below those anticipated in the Comprehensive Plan.

For A Lot Line Adjustment:

(Section 16.58.030)

- A. Each of the remaining parcels and any structures located thereon shall be in full compliance with all regulations of this title, including the setback requirements of Division III.
- B. No new lots or parcels will be created as a result of the lot line adjustment without receiving approval as a partition or subdivision.
- C. If the City Planner or City Engineer deems it necessary to assure the accuracy of recorded information, a survey may be required of the applicant. Such a survey will be at the applicant's cost.
- D. Lot line adjustments shall not be permitted where the result will be the creation of additional building sites in known hazardous locations or where the appropriate development or extension of public facilities will be impaired as a result.

FINDINGS AND REASONS

The staff report was presented by staff including review of applicable approval criteria, the major issues involved, staff's recommended conditions of approval of the zone change to ensure conformance with approval criteria, and the primary reasons leading to the recommendation of the Planning Commission.

After holding their own public hearing where oral testimony was received from the applicant and others in attendance; the City Council closed their public hearing and moved into deliberation where they utilized the findings of the overall written record materials along with the overall presentation record from the public hearings to make the following findings beyond those contained in the applicant's submittal and staff report to arrive at their decision and support their decision and recommended conditions of approval:

- Approval should include a supplemental rezone condition of approval as suggested by a nearby industrial property owner and developer as follows: “The applicant shall record a deed restriction in favor of all the industrial zoned lots in the Canby Pioneer Industrial Park acknowledging the industrial uses in the industrial zoned properties are pre-existing and do not constitute a nuisance and the apartment owners and residents waive any future claims for nuisance arising out of the current or future industrial uses of those properties”.

CONCLUSION

In summary, the City Council concludes by vote that, based on the findings contained in the applicant’s submittal and the staff report dated August 11, 2015, together with the remaining written record and testimony received at both public hearings that:

1. The application processing is in conformance with applicable provisions set forth in CMC 16.89.
2. Statewide Planning Goals 2, 9, and 12 in particular have been satisfactorily addressed.
3. The Comprehensive Plan Land Use Plan Map Amendment meets the approval criteria set forth in CMC 16.88 making the requested change in the Land Use Plan Map designation from Heavy Industrial (HI) to High Density Residential (HDR) is appropriate.
4. The Map Amendment rezone from the Heavy Industrial (M-2) to the High Density Residential (R-2) zoning district as requested is suitable at this point in time for this location.
5. That the conditions of approval recommended by staff along with an additional condition suggested by a nearby industrial property owner are necessary.
6. All conditions of the Lot Line Adjustment will be met and is necessary to set the exact rezoning boundary.
7. There are sufficient public and private utility and service capacity to serve the site at the anticipated development intensity.
8. The proposed land use plan map change and zoning change can be made to conform to the adopted Transportation System Plan and Transportation Planning Rule with follow through by the City on Amending the Transportation System Plan in a manner to satisfactorily address the TPR mitigation measure as approved by condition.

ORDER:

The City Council, of the City of Canby hereby **APPROVES**, Comprehensive Plan Land Use Map Amendment, Zone Change Map Amendment and Lot Line Adjustment applications **CPA 15-01/ZC 15-01/ZC 15-04** with the following zone change conditions:

1. A 25-foot wide landscape buffer shall be required as part of the subsequent approved site development plan adjacent to the commonly owned 5 acre parcel retaining M-2 zoning and the railroad spur boundary except where garage units or internal drive and parking is provided within this landscape area in which case the required minimum landscape buffer shall be 15-foot wide to allow for screening plant material. Either required landscape screening/buffer area width provided shall be required to

plant appropriate evergreen plant materials that will provide visually opaque privacy screening from the ground up to approximately 20 feet in height at plant maturity.

2. The applicant shall provide planning staff a list of specific heightened level of building construction standards to be utilized in conjunction with their building plan submittal that addresses noise attenuation, and will hire a licensed engineer to measure the level of vibration generated by the rail line as part of the process of determining whether any construction mitigation measures are warranted to mitigation adverse vibration impacts.
3. The applicant shall record a deed restriction to limit the allowed uses on the M-2 zone 5 acre commonly owned industrial tract to restrict uses to those indicated to be “outright permitted” as indicated in the current or future M-1 Light Industrial Zone within the Canby Planning and Zoning Ordinance without option for uses otherwise listed in the same ordinance in both the M-1 and M-2 zone as allowed by Conditional Use.
4. The applicant shall record a deed restriction to prohibit any future Comprehensive Plan Map Amendment or Zoning Map Amendment to allow any residential or commercial zone district on the remaining adjacent commonly owned parcel retaining the M-2 zone unless property on both adjacent sides along the Sequoia Parkway frontage are also to be rezoned or have already been rezoned to the same proposed zone district.
5. Driveway access to Sequoia Parkway for the applicant’s two legally existing parcels shall be limited to no more than two between and amongst the two properties unless the applicant can adequately demonstrate full compliance with the 200-foot spacing standard which applies between all new driveways and existing driveways as determined at the time of development application approval.
6. The applicant shall contribute 4% of the final estimate for the installation of a traffic signal and associated improvements recommended by ODOT as indicated in the supplemental traffic memorandum prepared by DKS dated August 7, 2015. This would amount to a rough proportional share contribution to the City specifically for future funding of the signalization project as identified by condition of approval to be added to the City’s TSP and SDC capital improvement list by approval of this rezone.
7. City agreement with approval of the rezone to pursue amendment of the Canby Transportation System Plan to include a traffic signal at S Sequoia Parkway/S Hazel Dell Way intersection in the financially constrained project list, and to amend the System Development Charge (SDC) project list to include a traffic signal at the same intersection by removing a less critical similar cost project due to this projects more immediate higher importance.
8. The applicant shall record a deed restriction in favor of all the industrial zoned lots in the Canby Pioneer Industrial Park acknowledging the industrial uses in the industrial zoned properties are pre-existing and do not constitute a nuisance and the apartment owners and residents waive any future claims for nuisance arising out of the current or future industrial uses of those properties.

I CERTIFY THAT THIS ORDER approving CPA 15-01/ZC 15-01/LLA 15-04 was presented to and **APPROVED** by the City Council of the City of Canby.

DATED this 7th day of October, 2015



Brian Hodson
Mayor



Bryan Brown
Planning Director

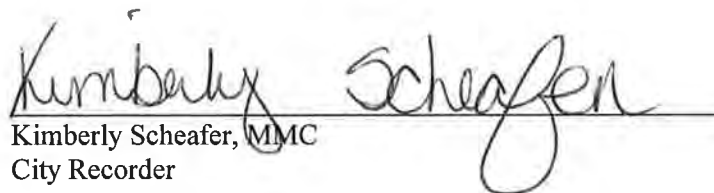
ORAL DECISION - September 16, 2015

AYES: Parker, Heidt, Coleman, & Hodson
NOES: Rocha, Hensley, & Dale
ABSTAIN: None
ABSENT: None

WRITTEN FINDINGS - October 7, 2015

AYES: Rocha, Parker, Hensley, Dale, Heidt & Coleman
NOES: None
ABSTAIN: None
ABSENT: None

ATTEST:



Kimberly Scheafer, MMC
City Recorder



Oregon

Kate Brown, Governor

Department of Transportation

Region 1 Headquarters
123 NW Flanders Street
Portland, Oregon 97209
(503) 731.8200
FAX (503) 731.8259

March 30, 2016

ODOT #7044

ODOT Response

Project Name: Canby Commons Apartments	Applicant: BKM_Applicant
Jurisdiction: City of Canby	Jurisdiction Case #: BKM_PrimJuriCase
Site Address: 235 S Sequoia Parkway	Legal Description: BKM_LegalTownship BKM_LegalRange BKM_LegalSection
	Tax Lot(s): BKM_LegalTaxLot
State Highway: OR-99E	Mileposts: 20.23

The site of this proposed land use action is in the vicinity of Pacific Highway East (OR-99E). ODOT has permitting authority for this facility and an interest in ensuring that this proposed land use is compatible with its safe and efficient operation.

ODOT has reviewed the Canby Commons and Sequoia Business Park Traffic Impact Analysis (TIA) prepared by DKS, dated March 3, 2016. As identified in the TIA, the queue for the westbound left movement at the OR-99E/S Sequoia Parkway is expected to exceed the available storage. ODOT recommends that the City of Canby pursue proportional share for improving the storage length based on trips contributing to the westbound left movement.

Please send a copy of the Notice of Decision including conditions of approval to:

ODOT Region 1 Planning
Development Review
123 NW Flanders St
Portland, OR 97209

Region1_DEVREV_Applications@odot.state.or.us

Development Review Planner: Joshua Brooking	503.731.3049, joshua.c.brooking@odot.state.or.us
Traffic Contact: Avi Tayar, P.E.	503.731.8221

Laney Fouse

From: Bryan Brown
Sent: Wednesday, March 30, 2016 2:04 PM
To: 'Dr. Perman'
Subject: RE: Zone change for apartments

Don,

Thanks for your interest and input which I would assume was in response to a recent notice about the Sequoia Grove Apartments which are proposed to be constructed just on the other side of the logging road trail and rail spur from SE 3rd Court. There has been discussion about a pedestrian bridge but it is likely too expensive and the height prohibitive to assess the costs to this one single development. It certainly would be a welcome amenity and safety promoting connection for pedestrians trying to reach Fred Meyer. The plans presented do not proposed a formal ground level crossing of the rail spur and logging road trail because the owner of the rail spur property is opposed to promoting a ground level pedestrian crossing due to liability and safety reasons as you mention.

I will make your comments a part of the record for this project application review so it can be considered by the Planning Commission in their decision on this project. Thank you for your input and interest in providing safe crossings where your aware of existing foot traffic.

Bryan

Bryan Brown | Planning Director
City of Canby | Development Services
111 NW 2nd Avenue | PO Box 930
Canby, OR 97013
ph: 503-266-0702 | fax: 503-266-1574
email: brownb@ci.canby.or.us
www.canbydevelopment.com | www.ci.canby.or.us

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From: Dr. Perman [<mailto:dperman@canby.com>]
Sent: Wednesday, March 30, 2016 1:22 PM
To: Bryan Brown
Subject: Zone change for apartments

Dear Bryan Brown, Yes please allow the change, the land has been ready for development for many years, it is time to allow more developments for those who need to rent, please require in the development a bridge over the railroad tracks to have safe access over the tracks by people on both sides, too many people on a daily basis are walking across

Sequoia Parkway/Hazeldell Way - Signal
 Engineer's Estimate
 Planning Level

DKS Associates

Bid Items	Unit of Measure	Cost
Traffic Signal	LS	\$275,000
Traffic Signal Interconnect	LS	\$30,000
Permanent Pavement Markings	LS	\$2,000
Eastbound Right Turn Lane	LS	\$21,000
Subtotal		\$328,000
Temporary Traffic Control	5%	\$16,400
Mobilization	10%	\$32,800
Design/Administration/Management	30%	\$98,400
Construction Engineering/Project Management	15%	\$49,200
Erosion Control	2%	\$6,560
Contingency	30%	\$98,400
Total		\$629,760



March 25, 2016

Comments from Canby Telcom for Sequoia Grove Apartments:

Canby Telcom services will become available through the development.

The Developer/Owner is required to provide utility trenches for placing underground communication facilities; we will place and provide all materials.

Canby Telcom will try to design following the power route as much as possible to minimize trenching; however, additional trenches may be required.

There is no development fee.

Contact Information:

Engineering Manager	Eric Kehler	503-266-8223
Associate Engineer	Dinh Vu	503-266-8201
Construction Inspector	Ron Stenger	503-266-8290
Customer care center		503-266-8111

Laney Fouse

From: Julie Wehling
Sent: Wednesday, March 23, 2016 5:31 PM
To: Laney Fouse
Subject: RE: Request for Comments/Public Notice for Sequoia Grove Apts

From: Julie Wehling
Sent: Wednesday, March 23, 2016 3:26 PM
To: Laney Fouse <FouseL@ci.canby.or.us>
Subject: RE: Request for Comments/Public Notice for Sequoia Grove Apts

I'm not sure what the process is but it needs to be stated that it may difficult or even impossible for CAT to provide door to door service to individuals who live along these dead end streets. Should an ADA eligible customer move to one of the units along or at the dead ends they may have difficulty getting to the dial-a-ride bus from their door. When I talked about this to the developer at the public meeting he said the facility will have staff available with a vehicle to bring the person to the front gate or to a spot the bus can access. I can't tell by looking at the drawings if the bus will be able to turn around in the dead ends with cars parked on both sides of the streets.

Julie Wehling
503.266.0751

From: Laney Fouse
Sent: Wednesday, March 23, 2016 3:12 PM
To: Bret Smith (PD) <SmithB@canbypolice.com>; Bryan Brown <BrownB@ci.canby.or.us>; 'Canby Disposal (customerservice@canbydisposal.com)' <customerservice@canbydisposal.com>; Curt McLeod (cjm@curran-mcleod.com) <cjm@curran-mcleod.com>; Dan Mickelsen <MickelsenD@ci.canby.or.us>; Dave Conner <ConnerD@ci.canby.or.us>; David Epling <EplingD@ci.canby.or.us>; Dick Samuels (rasopr@gmail.com) <rasopr@gmail.com>; 'Dinh Vu' <dinhvu@canbytel.com>; 'Douglas Quan' <dquan@canbyutility.org>; 'Gary Stockwell' <gstockwell@canbyutility.org>; Greg Parker <ParkerG@ci.canby.or.us>; 'Hassan Ibrahim (hai@curran-mcleod.com)' <hai@curran-mcleod.com>; Jeff Snyder <SnyderJ@ci.canby.or.us>; Jerry Nelzen <nelzenj@ci.canby.or.us>; 'Joe Chavez' <jchavez@wavebroadband.com>; Joseph Lindsay <LindsayJ@ci.canby.or.us>; Julie Wehling <Wehlingj@ci.canby.or.us>; Kevin Batridge (burlbatman@canby.com) <burlbatman@canby.com>; 'Kizer, Daniel' <Daniel.Kizer@nwnatural.com>; 'Larry Hepler' <lhepler@canbyutility.org>; Matilda Deas <DeasM@ci.canby.or.us>; Michael Hemelstrand <mike.hemelstrand@gmail.com>; mindymonte@gmail.com; 'ODOT Development Review (region1devrevapplications@odot.state.or.us)' <region1devrevapplications@odot.state.or.us>; Paul Belz-Templeman <belz_templeman@yahoo.com>; Renate Mengelberg <mengelbergr@ci.canby.or.us>; Rick Robinson <RobinsonR@ci.canby.or.us>; Sharon Trimble <strimble@canby.com>; 'Todd Gary' <tgary@canbyfire.org>; Amanda Zeiber <zeibera@ci.canby.or.us>
Subject: Request for Comments/Public Notice for Sequoia Grove Apts

Hello,
Please find attached a Request for Comments for a Site & Design Review/Major Variance application for the Sequoia Grove Apartments. Included in the email are the Narratives, Site Plan, Utility Plan, Landscape Plan, and Building Plan set.
Please note some of you will receive a second email which will include a Stormwater report and a Traffic Study. Please let me know if you need any other files.
Thanks, Laney

Laney Fouse
Development Services Department
City of Canby
Direct Line: 503-266-0685
Main Line: 503-266-7001
Fax 503-266-1574
fousel@ci.canby.or.us

Planning Website: http://www.ci.canby.or.us/Departments/develop_services/development_serv.htm

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TREND BUSINESS CENTER LLC

**7190 SW SANDBURG STREET
TIGARD, OREGON 97223**

RE: Canby Planning Commission
April 11, 2016 Public Hearing
Sequoia Grove Apartments DR 16-01/VAR 16-01

We own the Trend Business Center and we are the neighboring property to the east along Sequoia Parkway. We support the proposed development. We visited two of the developer's apartment complexes in Vancouver and found them to be of good quality market-rate middle income apartment developments and this will be a good addition to the city.

In the Staff Report there was some discussion regarding the driveways. We wanted to go on record to emphasize that we are in favor of the driveway locations as they are shown now on the plans submitted with the Staff Report for today's hearing. We would be against adding any driveways or altering driveway locations that would reduce the spacing between our driveway and their driveways. Any such change might interfere with traffic to our buildings. We think they came up with the best driveway layout as currently shown on their plans.

Sincerely,

Scott McCormack, Development Manager
Trend Business Center LLC
7190 SW Sandburg Street
Tigard, OR 97223

Submitted: April 11, 2016

SGA ENGINEERING, PLLC

CIVIL ENGINEERING, LAND PLANNING, DEVELOPMENT SERVICES, & LANDSCAPE ARCHITECTURE

2005 BROADWAY
VANCOUVER, WA, 98663

Phone (360)993-0911
Fax (360)993-0912

Table 16.21.070 Multi-Family Design Menu Calculations

Total points possible: 65 (Only 65 out of 67 apply to this project)

Total points earned: 41 (63%)

Total LID Elements: 13 (20%)

If you have any further questions on this matter, or need any further assistance please let us know.

Sincerely,

Jason Mattos, PE

Scott Taylor

Canby, OR Code of Ordinances

16.21.070 Multi-family design standards.

A. For design review applications for multi-family dwellings (three or more units) or for development that contain 3 or more units on a single lot located in any zone, the menu in Table 16.21.070 shall apply. This menu replaces the general menu contained in Chapter 16.49 for such applications.

B. A design review application for multi-family dwellings shall be considered to be compatible if

1. At least five of the Design Elements for Street Facing Facades are achieved.
2. a minimum of 60 percent of the total possible points from the Design Menu are accumulated for the whole development;
3. 10 percent of the points used to meet (2) above are from the LID category; and,
4. the applicant has received a minimum of one point in each applicable category.

C. Those elements that are not applicable to a project shall not be counted toward the total possible points. (Ord. 1338; 2010)

Table 16.21.070 Multi-Family Design Menu

As part of review of multi-family developments, the following menu shall be used as part of the review. In order to “pass” this table 60% of total possible points shall be earned, (10% of the total possible points must be from LID elements)

Design Criteria	Possible Points				
	0	1	2	3	4
Parking					
Screening of parking and/or loading facilities from public right-of-way	Not screened	Partially screened	Fully screened	-	-
Parking lot lighting provided	No	Yes	-	-	-
Parking location (behind building is best)	Front	Side	Behind	-	-
Number of parking spaces provided (% of minimum required)	>120%	101-120%	100%	-	-
Tree Retention	0	1	2	3	4
Percentage of trees retained	<10%	10-50%	51-75%	>75%	-
Replacement of trees removed	<50%	=50%	-	-	-
Building Orientation to the Street	0	1	2	3	4

Primary entrances face the street	Not street-facing	Entrance breezeway faces street	All entrances face the street	-	-
Building Orientation to the Street, cont.	0	1	2	3	4
Site's frontage has buildings within 25 feet of front lot line. (Full points may be given when courtyards are adjacent to the frontage.)	0-25% of street frontage	26-50% of street frontage	=51% of street frontage	-	-
Screening of Storage Areas and Utility Boxes	0	1	2	3	4
Trash storage is screened from view by solid wood fence, masonry wall or landscaping.	No	Yes	-	-	-
Trash storage is located away from adjacent property lines.	0 - 10 feet from adjacent property	11 - 25 feet from adjacent property	>25 feet from adjacent property	-	-
Utility equipment is screened from view.	Not screened	Partially screened	Fully screened	-	-
Prevention of Monotonous and Incompatible Design	0	1	2	3	4
Horizontal length of all buildings is a maximum of 120 feet.	101 - 120 feet	81 - 100 feet	=80 feet	-	-
Roofs have a gable, hip or gambel form, minimum pitch of 3 to 12 with at least 6-inch overhang.	No	Yes	-	-	-
A minimum of 15% of street façade areas contains windows or doors. All windows provide trim, recess, or other method of providing shadowing.	No	Yes	-	-	-
Garages are located to minimize their visual impact.	Front of building	Side of building	Back of building	-	-
Exterior design features include offsets, balconies, projections, window reveals, or similar elements to break up large building expanses.	Less than one design feature within every 30 feet of longest façade.	One design feature within every 30 feet of longest façade.	Two or more design features within every 30 feet of longest façade.	-	-
Private Open Space and Landscaping	0	1	2	3	4
					-

the unsafe tracks, a bridge must be built from SE 3rd ct. and this development for access to services on both sides, please include me to discuss this further , Don

Donald Perman, Jr., DMD

Perman Family & Cosmetic Dentistry
1514 SE 3rd Court
Canby, OR 97013
Phone: 503-266-2033
Fax: 503-263-7568
dperman@canby.com
www.bestsmilesincanby.com

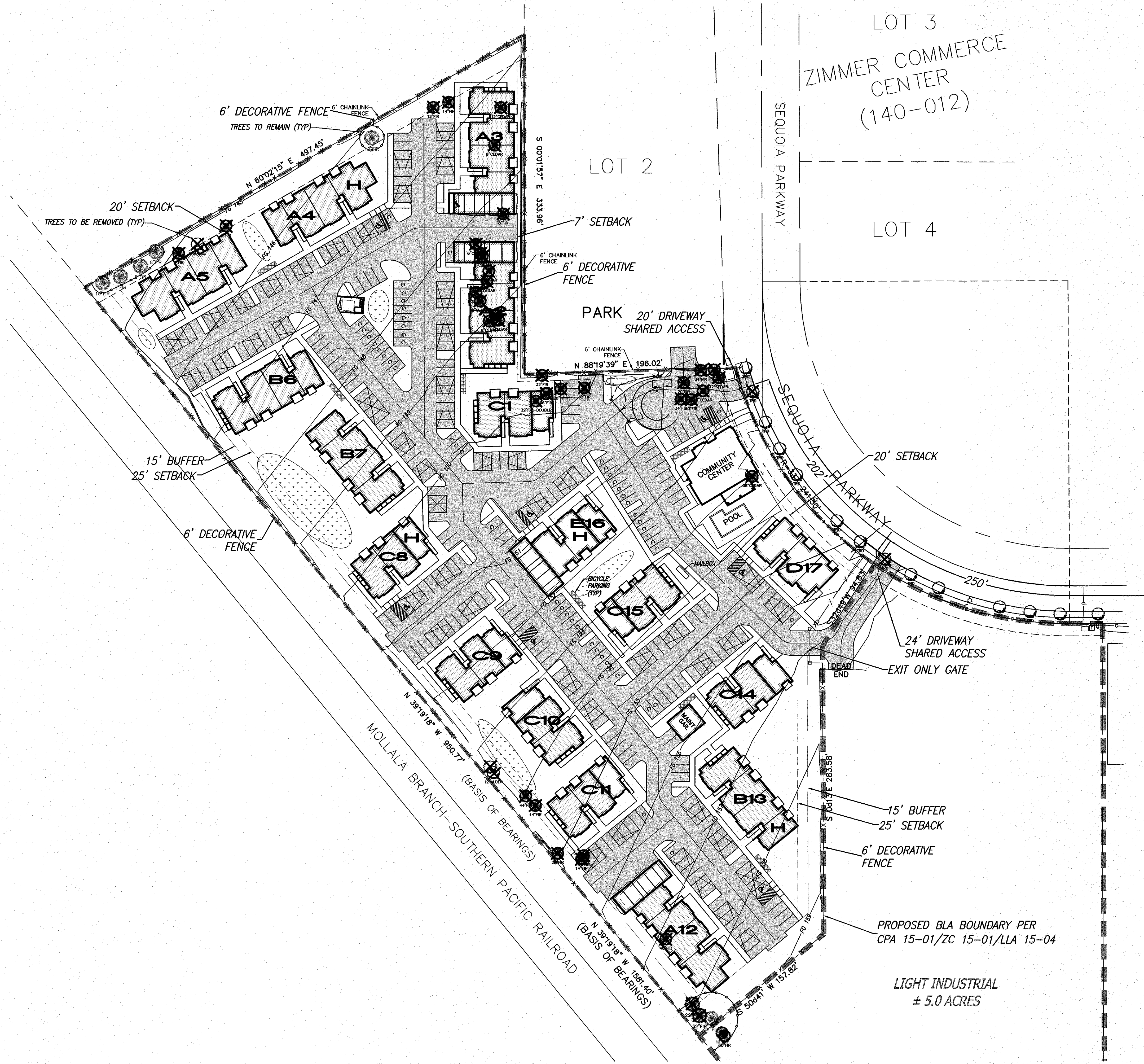
Private open space provided in addition to what is required for the base zone.	No additional open space.	Patios or balconies (at least 48 square feet) provided for 50% of units.	Patios or balconies (at least 48 square feet) provided for 51-100% of units.	Sport court, tot lot, pool or community room is provided.	
Number of non-required trees provided.	-	At least one tree per 500 square feet of landscaping.	-	-	-
Private Open Space and Landscaping, cont.	0	1	2	3	4
Amount of grass (less grass is better) (% of total landscaped area)	>50%	25-50%	<25%	-	-
Street and Block Framework	0	1	2	3	4
Multi-family developments 8 acres or larger are developed as a series of complete blocks bounded by a network of public or private streets with sidewalks and street trees.	No blocks or network.	10-50% of units are along a street with sidewalks, street trees, and on-street parking.	51-100% of units are along a street with sidewalks, street trees, and on-street parking.	-	-
Low Impact Development (LID)	0	1	2	3	4
Use of pervious paving materials (% of total paved area)	<10%	-	10-50%	51-75%	>75%
Provision of park or open space area for public use	None	-	Open Space (Generally not for public use)	-	Park (public or privately owned for public use)
Use of drought tolerant species in landscaping (% of total plants)	<25% drought tolerant	-	25-50% drought tolerant	51-75% drought tolerant	>75% drought tolerant
Provision of additional interior parking lot landscaping (% of minimum required)	100%	101-110%	111-120%	>120%	-
Provision of an eco-roof or rooftop garden (% of total roof area)	<10%	-	-	10-50%	>50%
Parking integrated within building footprint (below-grade, structured parking, or tuck-under parking) (% of total on-site parking)	<10%	-	-	10-50%	>50%
	None		All downspouts disconnected	-	-

N/A

Disconnecting downspouts from city stormwater facilities	○	Some downspouts disconnected			
Shared parking with adjacent uses or public parking structure (% of total required parking spaces)	○ None	<50%	=50%	-	-
Provision of rain gardens/bioretention areas for stormwater runoff (% of total landscaped area)	None	-	10-50%	51-75%	○ >75%
Total Possible Points= 67 60%=40 points (rounding down), 10%=7 points (rounding up)					

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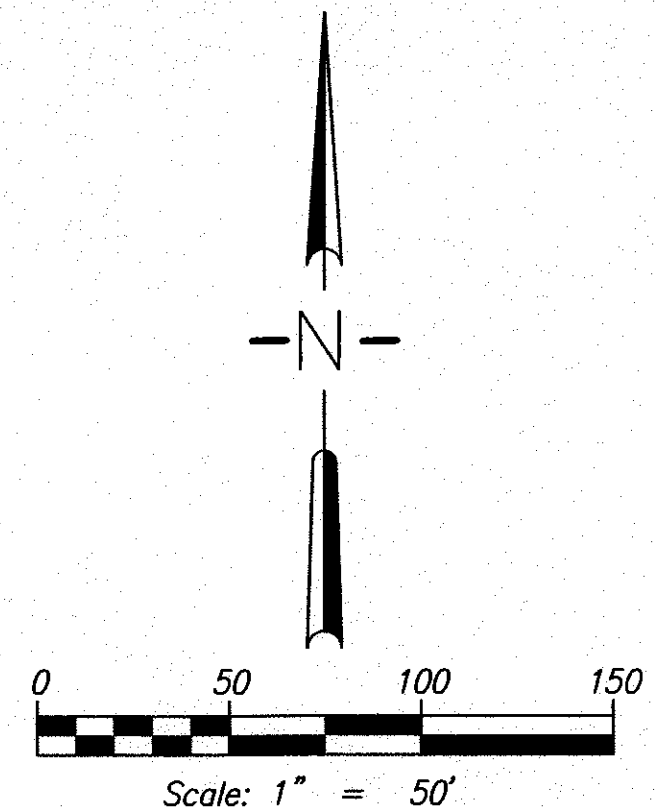
© SCA ENGINEERING PLLC - DATE PLOTTED: Mar. 03, 2016 - 11:37 AM SCA DRAWING FILE: W:\DWG\1547 - CANBY COMMONS APARTMENTS DRAWINGS\2-PRELIM SHEET SET\3- PRELIMINARY GRADING AND TREE CUTTING PLAN.DWG



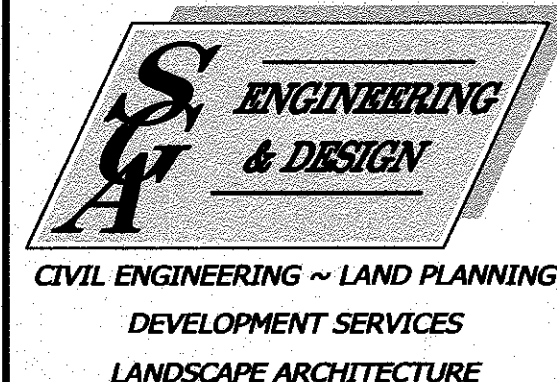
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ZIMMER COMMERCE
CENTER
(140-012)

LOT 2

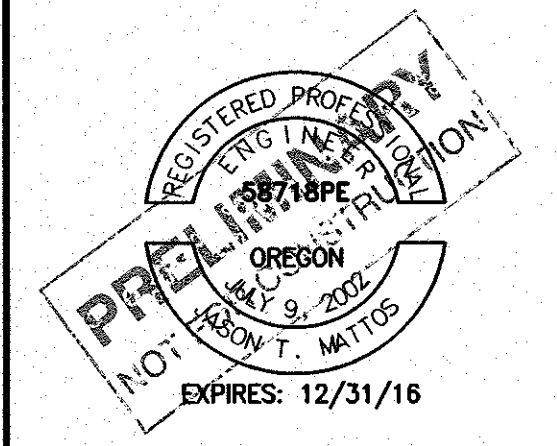
LOT 4



TREE CUTTING/RETENTION:
EXISTING TREES: 51
REMOVED TREES: 45
RETAINED TREES: 6 (11.8%)
(RETAINED TREES ARE SHOWN ON THE PLAN)



2005 BROADWAY
VANCOUVER, WA 98663
PHONE (360)993-0911
FAX (360)993-0912



PRELIMINARY GRADING & TREE-CUTTING PLAN

SEQUOIA GROVE APARTMENTS

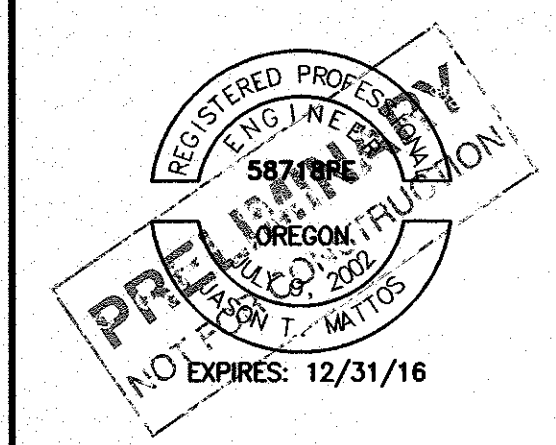
OREGON

CITY OF CANBY

PRELIMINARY REVISIONS

DESIGNED BY: SAT
DRAWN BY: SAT
CHECKED BY: JTM
SCALE: 1" = 50'

JOB NUMBER 1547 SHEET 3 of 5



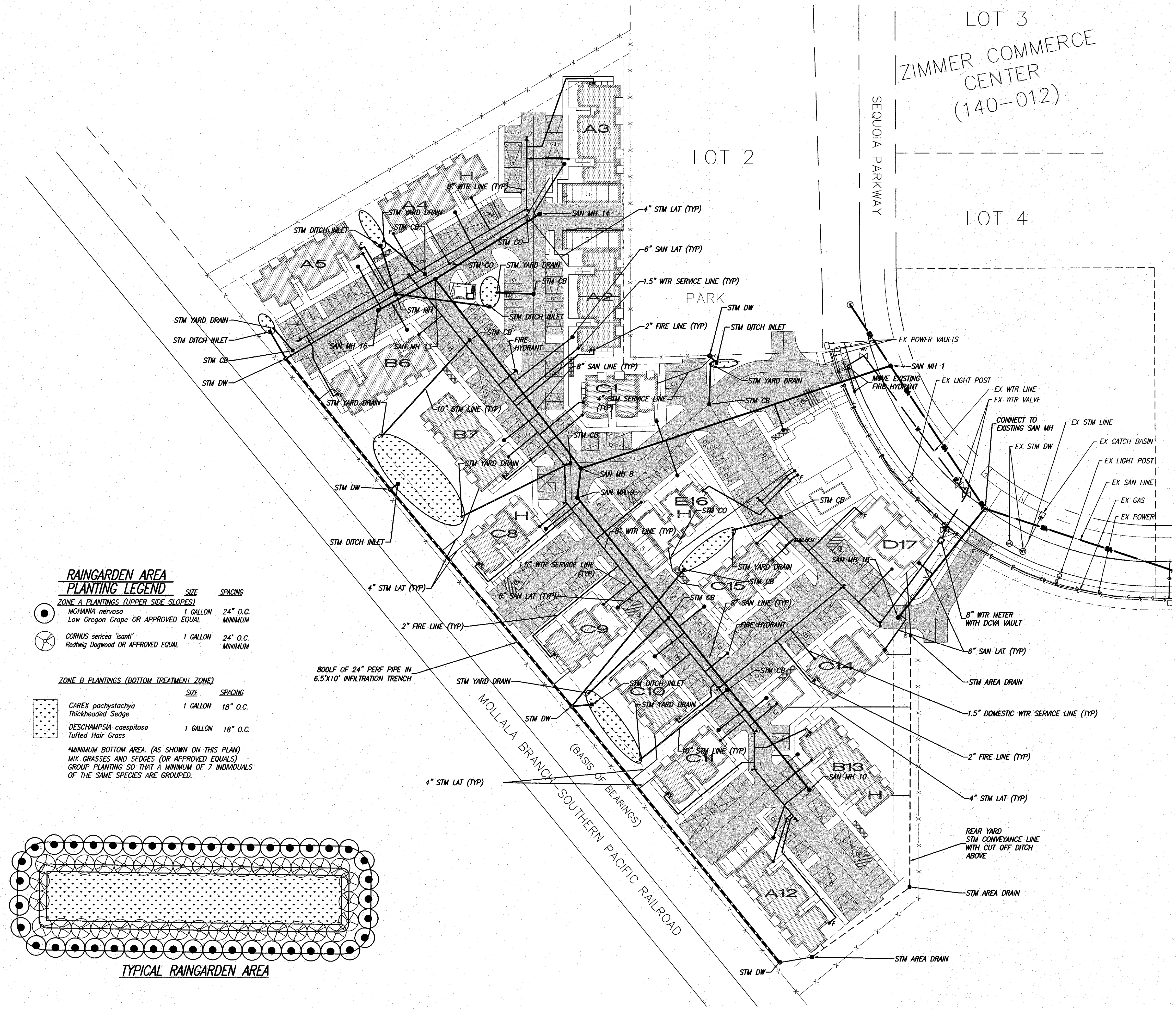
PRELIMINARY UTILITY PLAN
SEQUOIA GROVE APARTMENTS
 OREGON
 CITY OF CANBY

REVISIONS	

DESIGNED BY: GTR
 DRAWN BY: GTR
 CHECKED BY: JTM
 SCALE: 1" = 50'

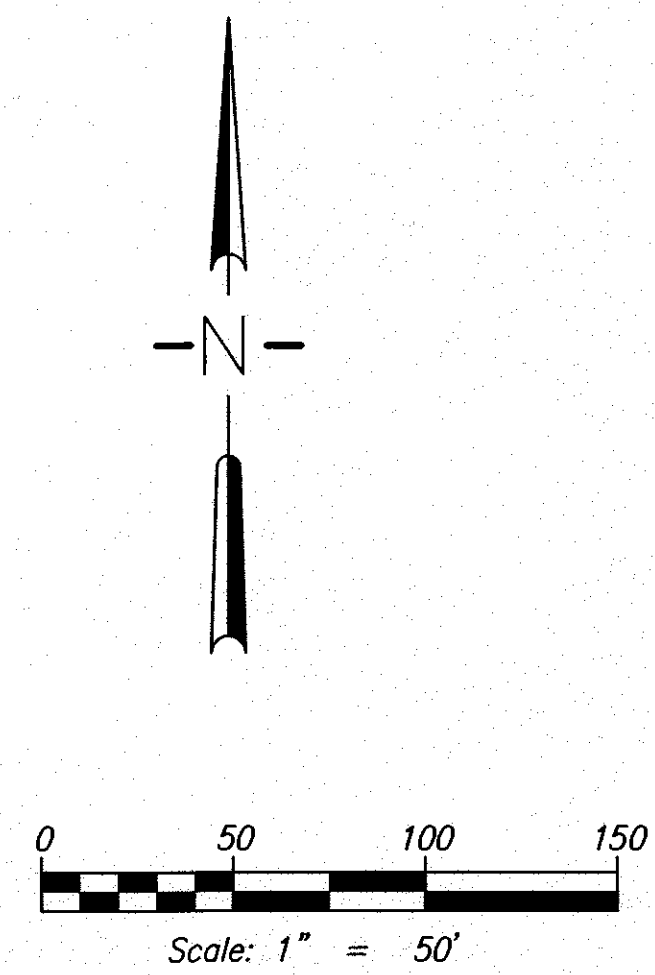
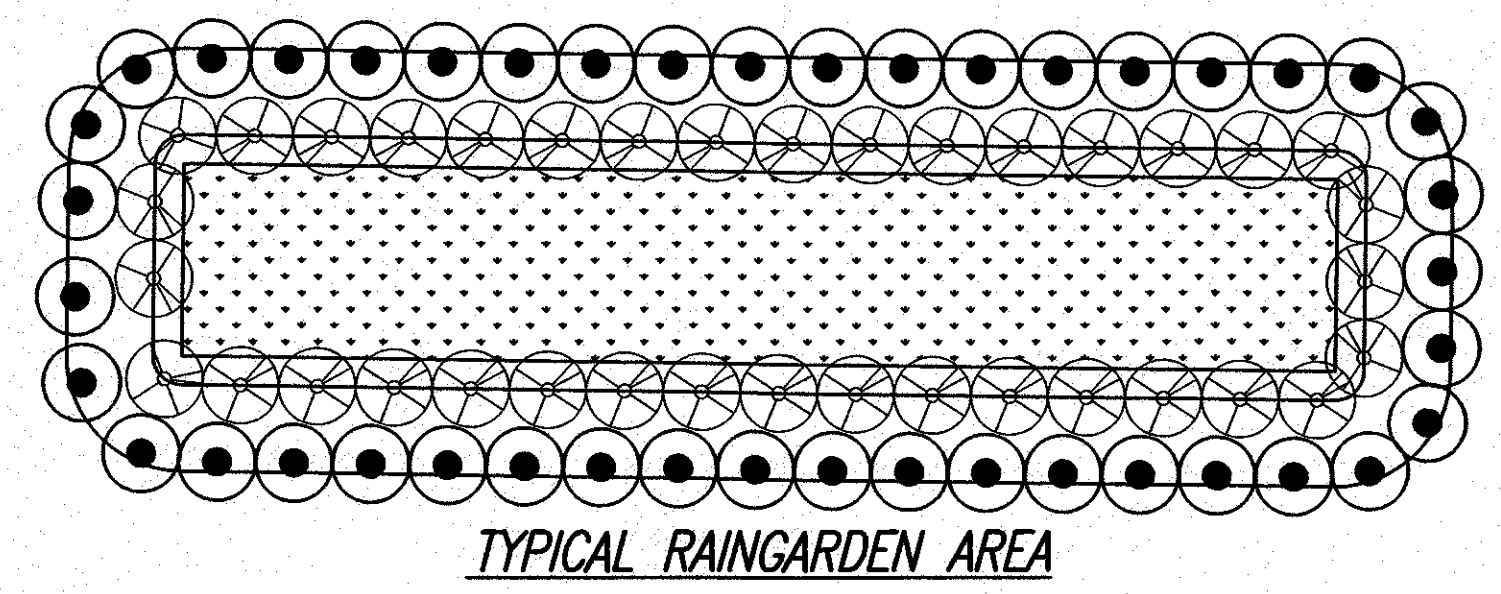
JOB NUMBER: 1547
 SHEET: 4 of 5

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 S&A DRAWING FILE: W:\DWG\1547 - CANBY COMMONS APARTMENTS DRAWINGS\2-PRELIM SHEET SET\4- PRELIMINARY UTILITY PLAN.DWG



RAINGARDEN AREA PLANTING LEGEND

- | | SIZE | SPACING |
|---|---|---------------------|
| ZONE A PLANTINGS (UPPER SIDE SLOPES) | | |
| | MOHANIA nervosa
1 GALLON
Low Oregon Grape OR APPROVED EQUAL | 24" O.C.
MINIMUM |
| | CORNUS sericea 'santi'
1 GALLON
Redtwig Dogwood OR APPROVED EQUAL | 24" O.C.
MINIMUM |
| ZONE B PLANTINGS (BOTTOM TREATMENT ZONE) | | |
| | CAREX pachystachya
1 GALLON
Thickheaded Sedge | 18" O.C. |
| | DESCHAMPSIA caespitosa
1 GALLON
Tufted Hair Grass | 18" O.C. |
- *MINIMUM BOTTOM AREA. (AS SHOWN ON THIS PLAN)
 MIX GRASSES AND SEDGES (OR APPROVED EQUALS)
 GROUP PLANTING SO THAT A MINIMUM OF 7 INDIVIDUALS
 OF THE SAME SPECIES ARE GROUPED.

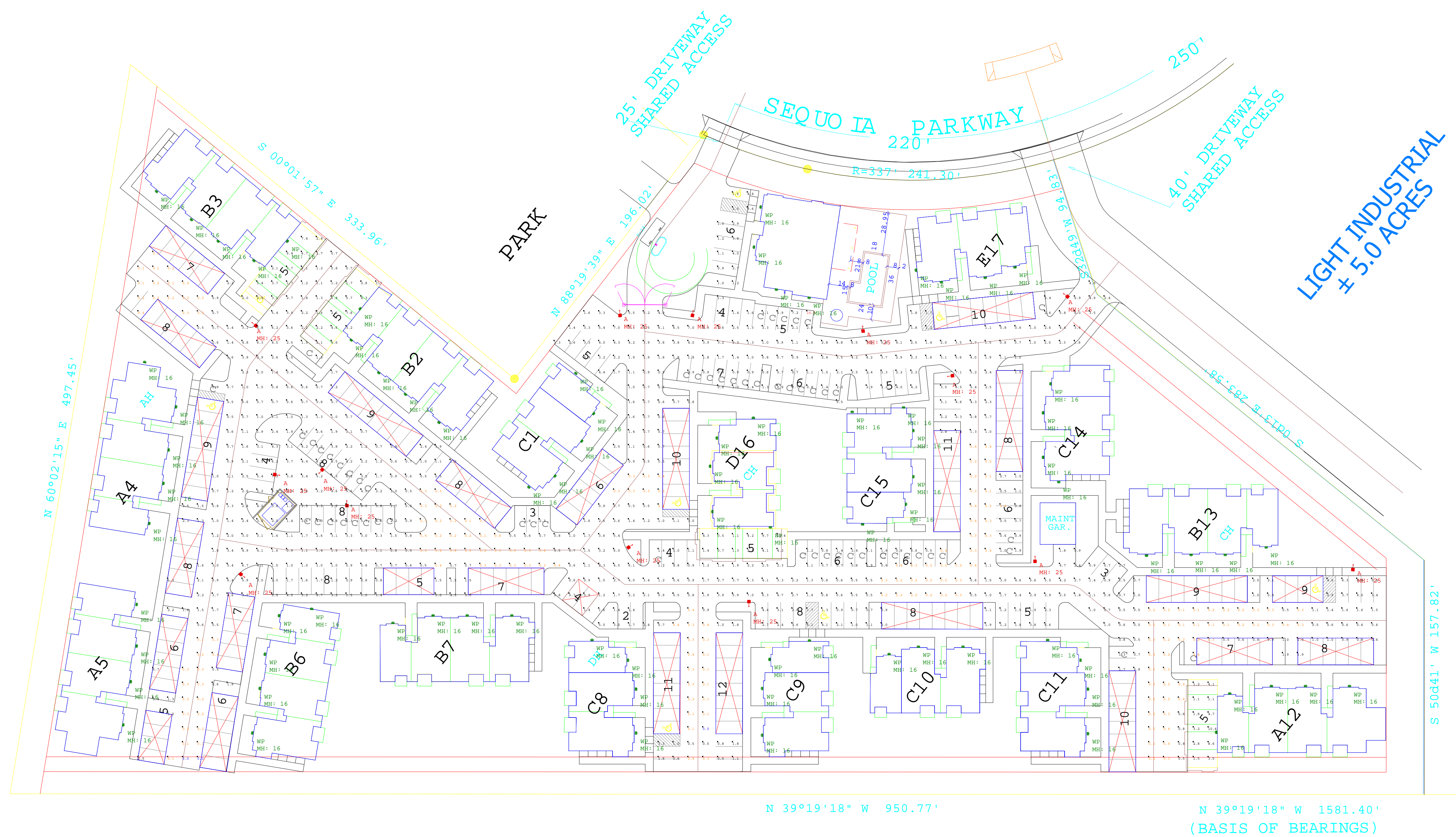


Luminaire Schedule							
Symbol	Qty	Label	Arrangement	Lumens/Lamp	LLF	Total Watts	Description
	80	WP	SINGLE	N.A.	1.000	6000	E-WP11L07UNZ
	14	A	SINGLE	N.A.	1.000	2170	E-AL1L315NZ

Calculation Summary					
Label	Avg	Max	Min	Avg/Min	Max/Min
CalcPts_1	1.95	10.7	0.0	N.A.	N.A.

Pole Schedule
 (14) E-PS4E2S1DB (25' X 4" X .180" STEEL SQUARE POLE)
 Proposed poles meet 100 MPH sustained winds.

Additional Equipment
 (14) E-ACE (Direct Arm Mount)



N 39°19'18" W 950.77' N 39°19'18" W 1581.40'
 (BASIS OF BEARINGS)

MOLLALA BRANCH-SOUTHERN PACIFIC RAILROAD

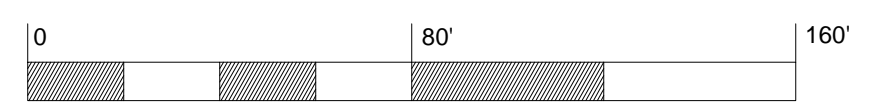
Customer responsible to verify ordering information/
 catalogue number prior to placing order.

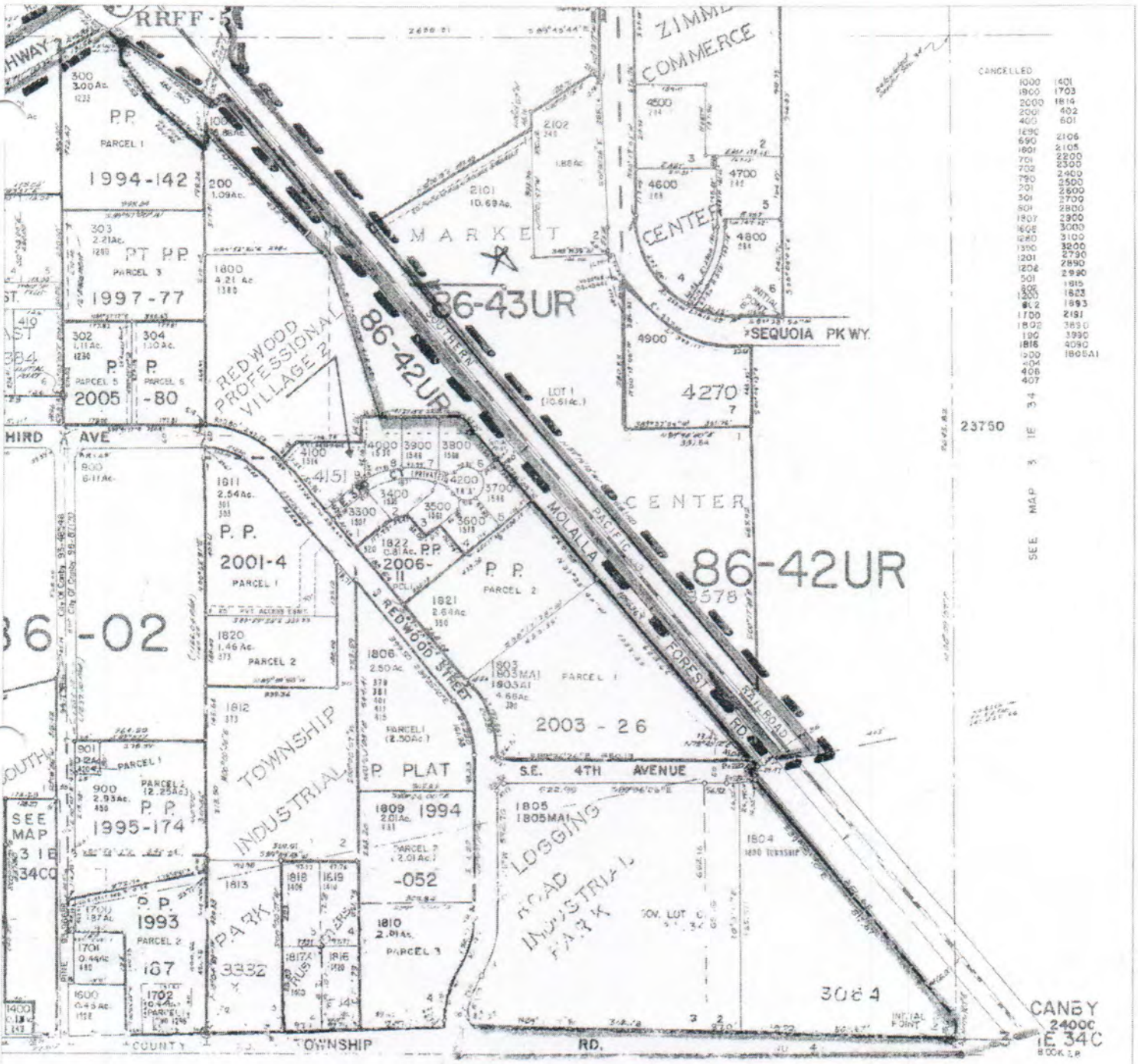


1501 96th Street
 Sturtevant, Wisconsin 53177
 PH: (888) 243-9445
 FX: (262) 504-5409
 www.e-conolight.com

Date: 2/24/2016	Scale: 1"=40'	Layout by: Ben Foster
Project Name: 133773 - Sequoia Grove Apts - Canby Oregon	Salesforce: 12523	
Filename: 160223RN1BAF.AGI		
Footcandles calculated at grade using mean lumen values		

Illumination results shown on this lighting design are based on project parameters provided to E-conolight used in conjunction with luminaire test procedures conducted under laboratory conditions. Actual project conditions differing from these design parameters may affect field results. The customer is responsible for verifying dimensional accuracy along with compliance with any applicable electrical, lighting, or energy code.

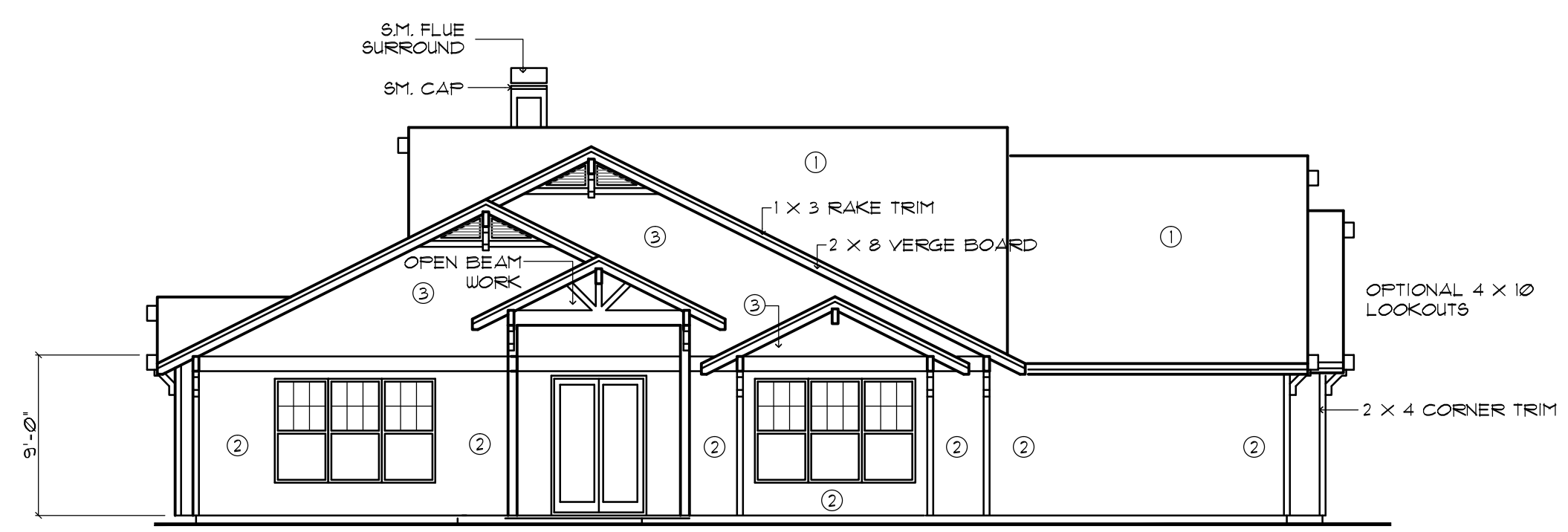




CANCELLED

1000	1401
1900	1703
2000	1814
2500	402
400	601
1690	2106
690	2105
1601	2200
701	2400
702	2500
790	2500
201	2600
301	2700
801	2800
1907	2900
1608	3000
1200	3100
1300	3200
1201	2790
1202	2890
501	2990
1815	1815
800	1823
812	1893
1700	2191
1802	3830
190	3990
1816	4290
1900	1805A1
404	
406	
407	

31E 34C

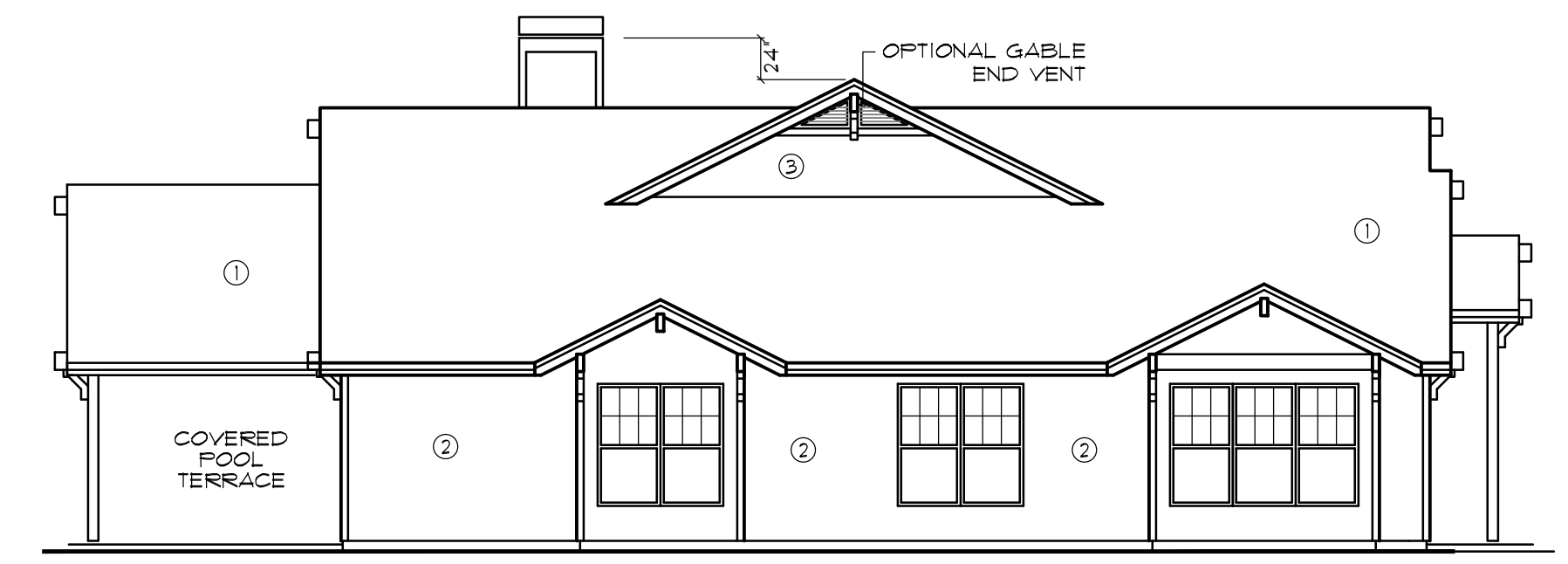


NORTHWEST ELEVATION

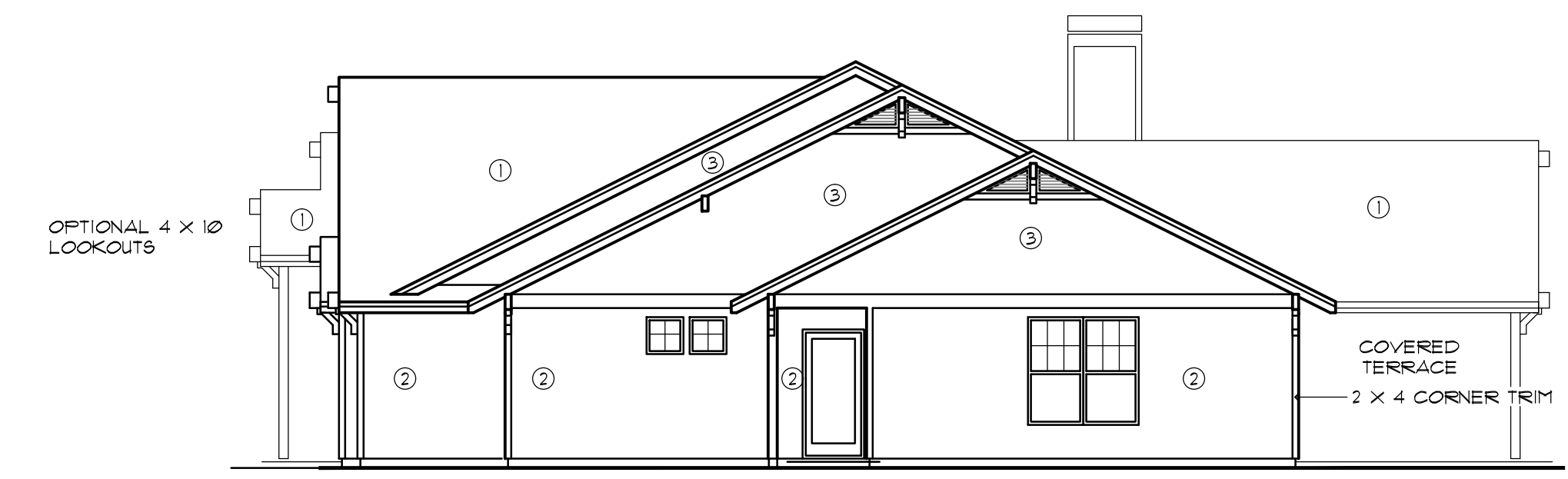
COMMUNITY CENTER ELEVATIONS

- 1/8" = 1'-0"
- ① ARCHITECTURAL GRADE COMPOSITION SHINGLES
 - ② HORIZONTAL LAP SIDING WITH 1/4" - 6" EXPOSURE
 - ③ SHAKE OR SHINGLE PANELS

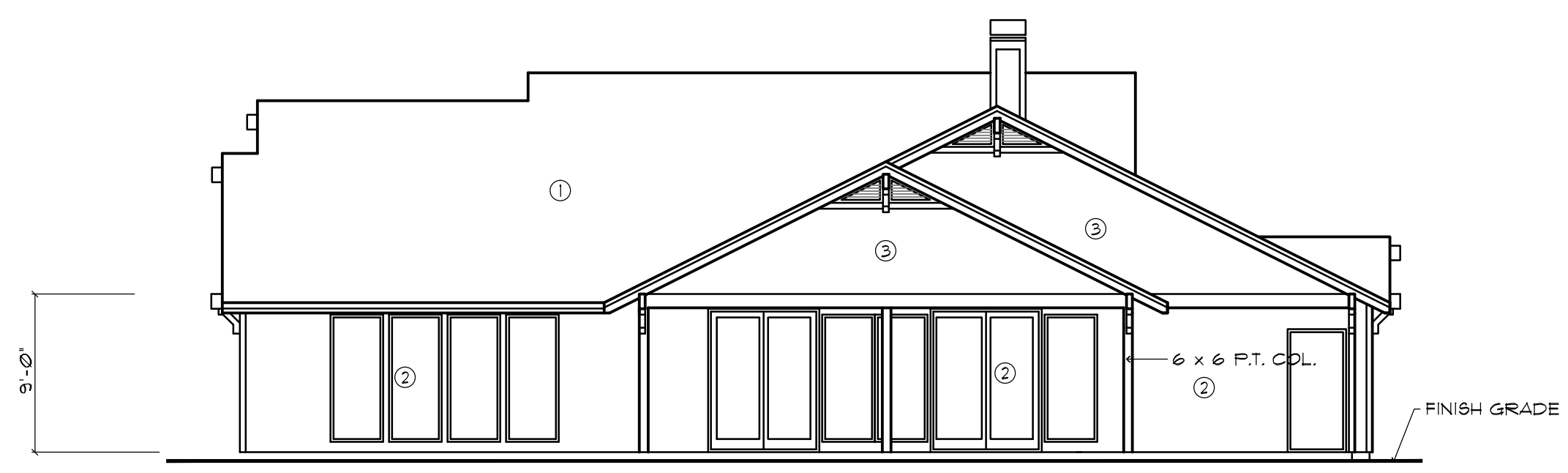
REVISIONS



NORTHEAST ELEVATION
SEQUOIA PARKWAY ELEVATION



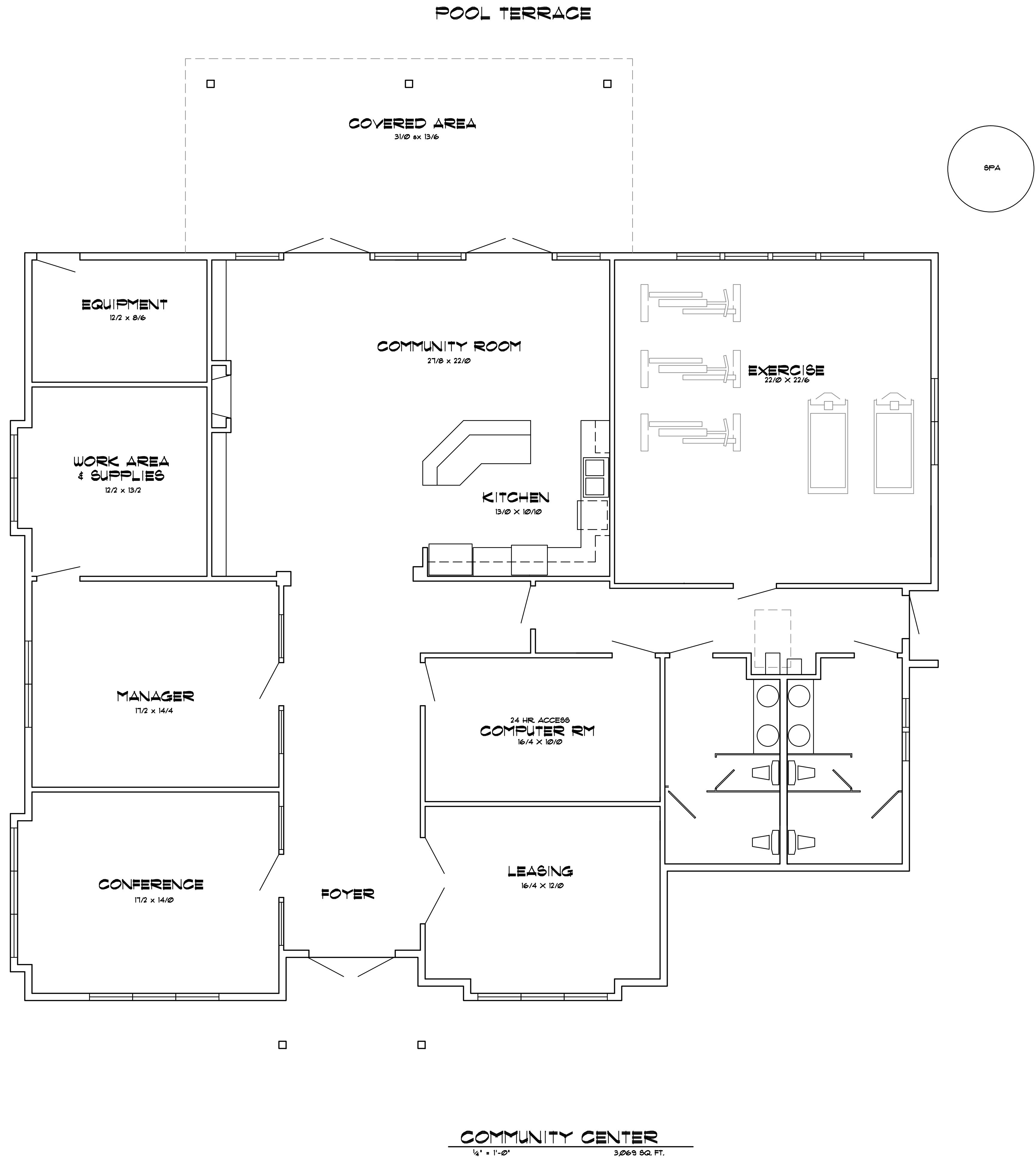
SOUTHWEST ELEVATION



SOUTHWEST ELEVATION

FOR
SEQUOIA GROVE
SEQUOIA GROVE APARTMENTS, LLC

Harper Houff Peterson Righellis Inc.
ENGINEERS PLANNERS
LANDSCAPE ARCHITECTS SURVEYORS
205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhpri.com fax: 503.221.1171
Naff Design Support Services Inc.
8021 SW Vista St., Tigard, OR 97224
phone: 503.639.8045 rgnaff@gmail.com

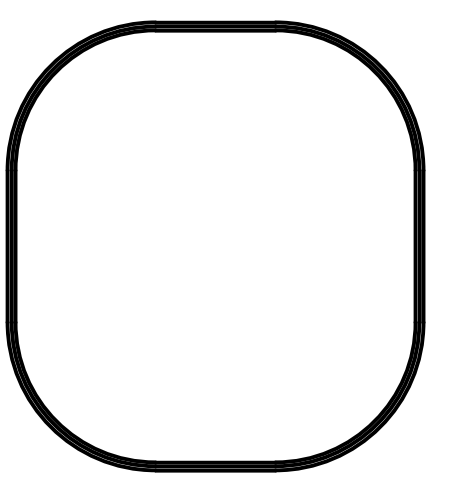


COMMUNITY CENTER
 1/4" = 1'-0"
 3,069 SQ. FT.

A11
 SHEET

REVISIONS

SEQUOIA GROVE
 FOR
SEQUOIA GROVE APARTMENTS, LLC

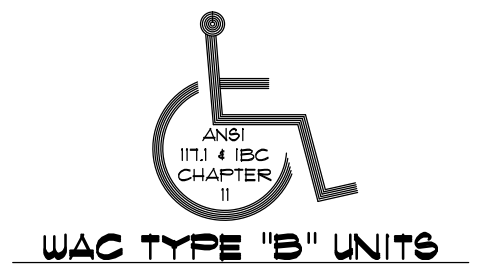
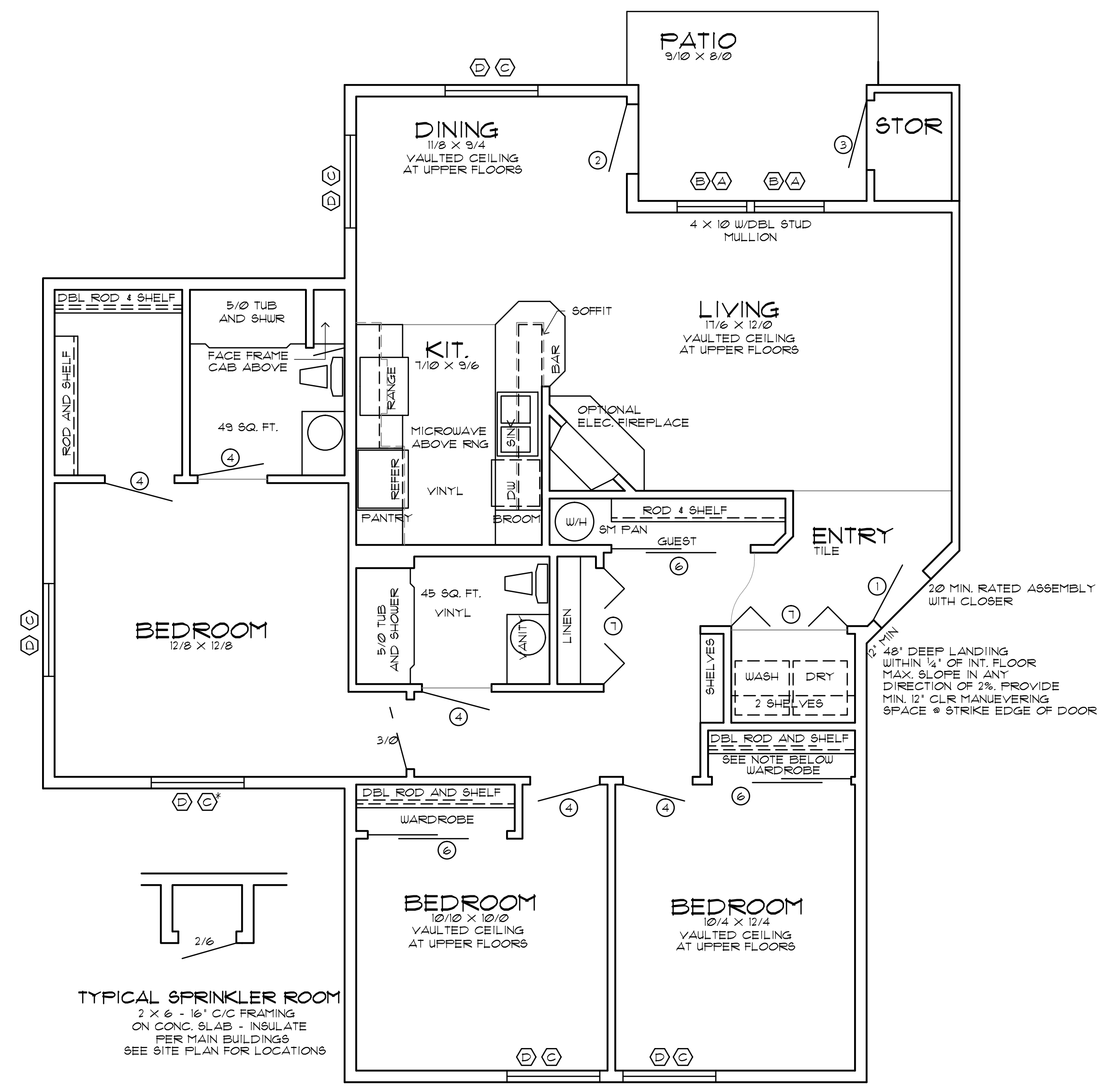


Harper Houf Peterson Righellis Inc.
 ENGINEERS PLANNERS ARCHITECTS
 205 SE Spokane Street, Suite 200, Portland, OR 97202
 phone: 503.221.1131 www.hhpri.com fax: 503.221.1171
Naff Design Support Services Inc.
 phone: 503.639.8845 naff@naff.com

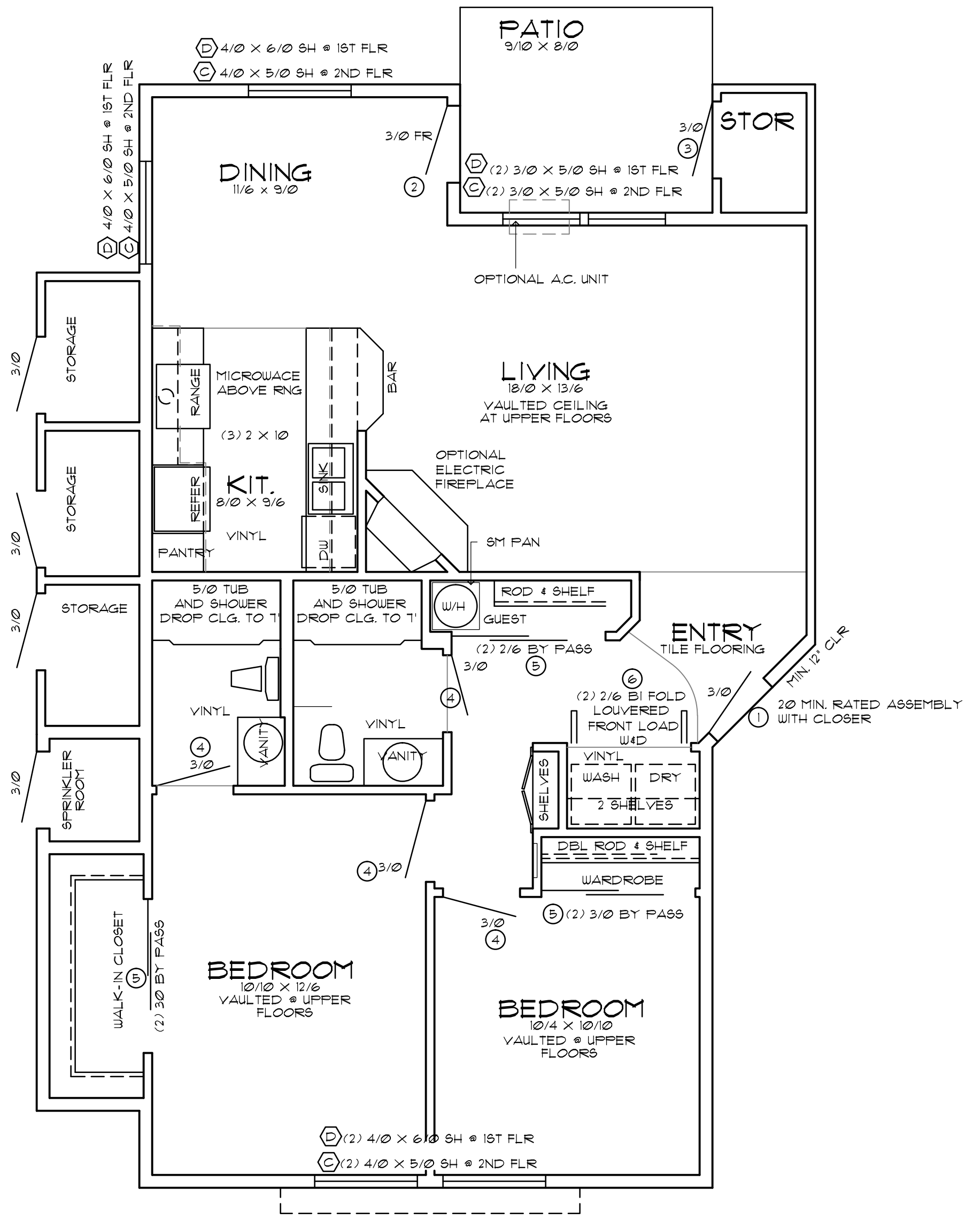
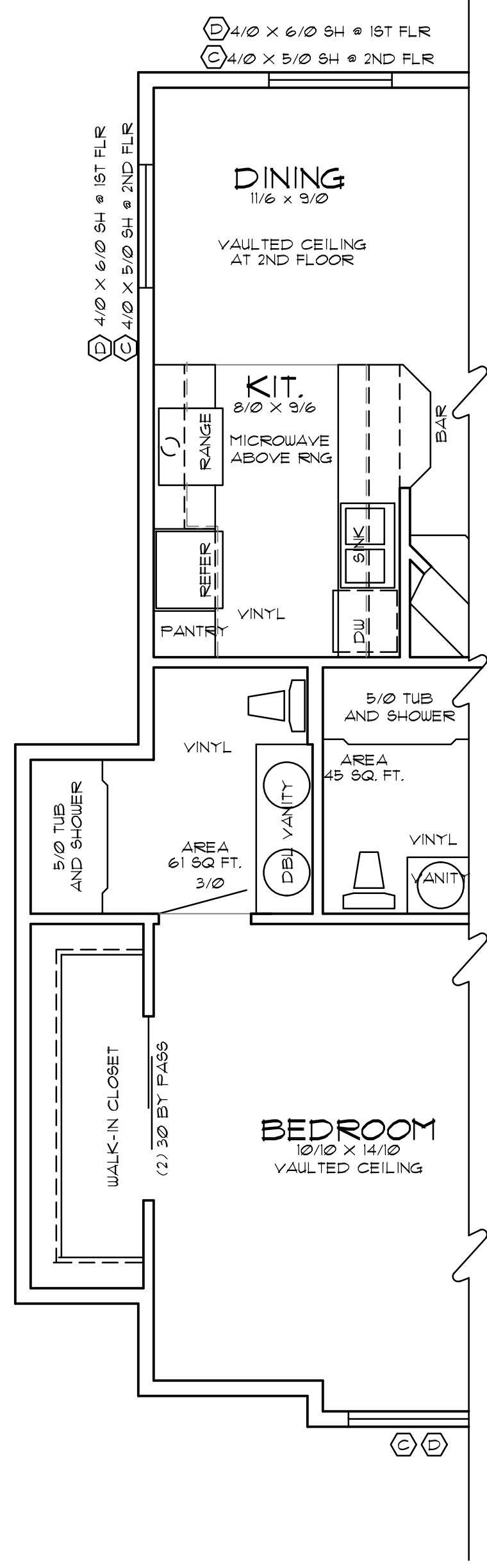
REV	DATE	DESCRIPTION

FOR
SEQUOIA GROVE APARTMENTS, LLC

Harper
Hout Peterson
Righellis Inc.
ENGINEERS PLANNERS
LANDSCAPE ARCHITECTS SURVEYORS
205 SE Spokane Street, Suite 200, Portland, OR 97202
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803 SW Vista St, Tigard, OR 97224
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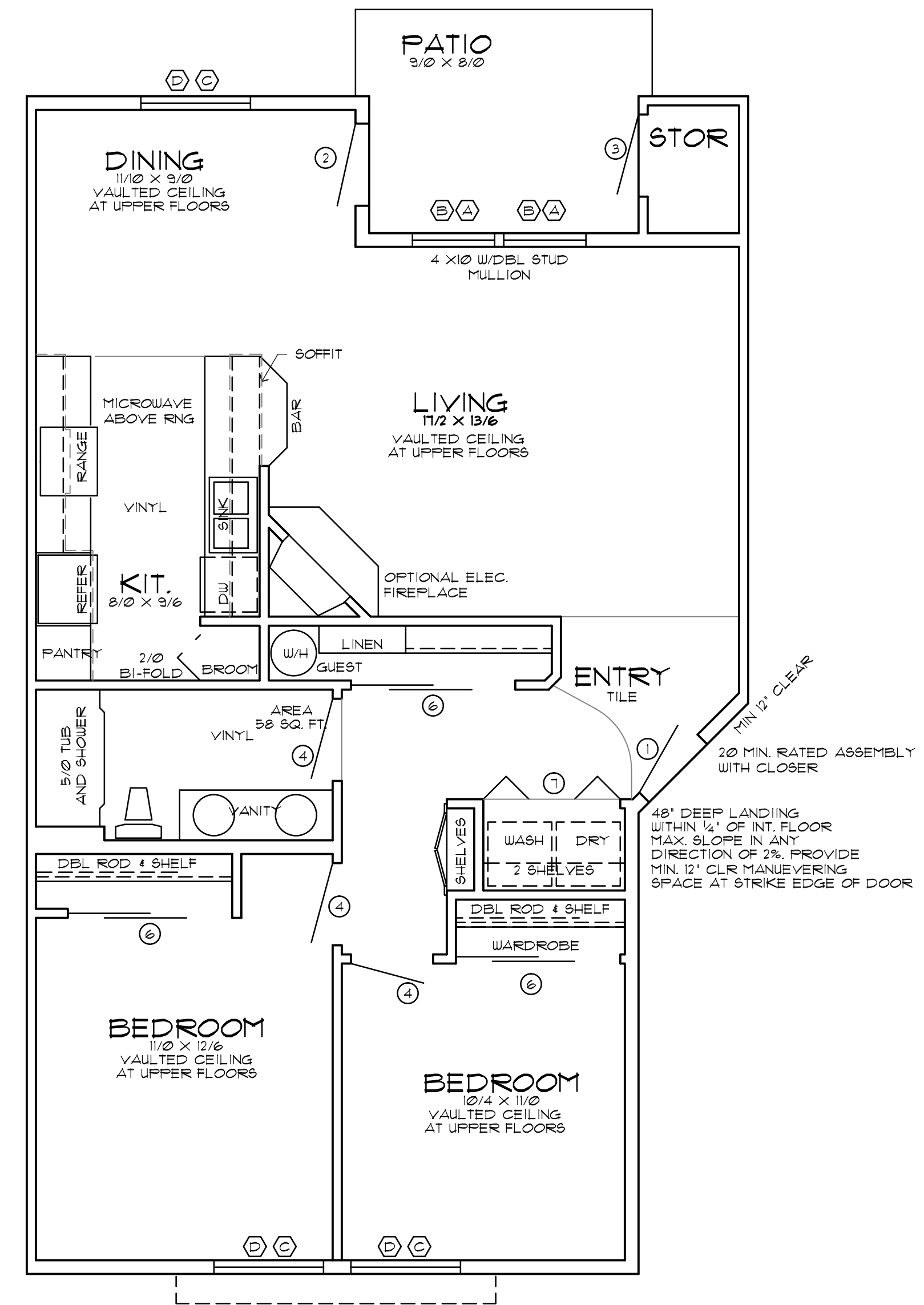
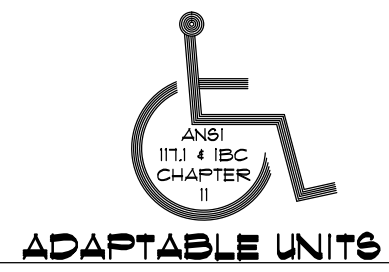
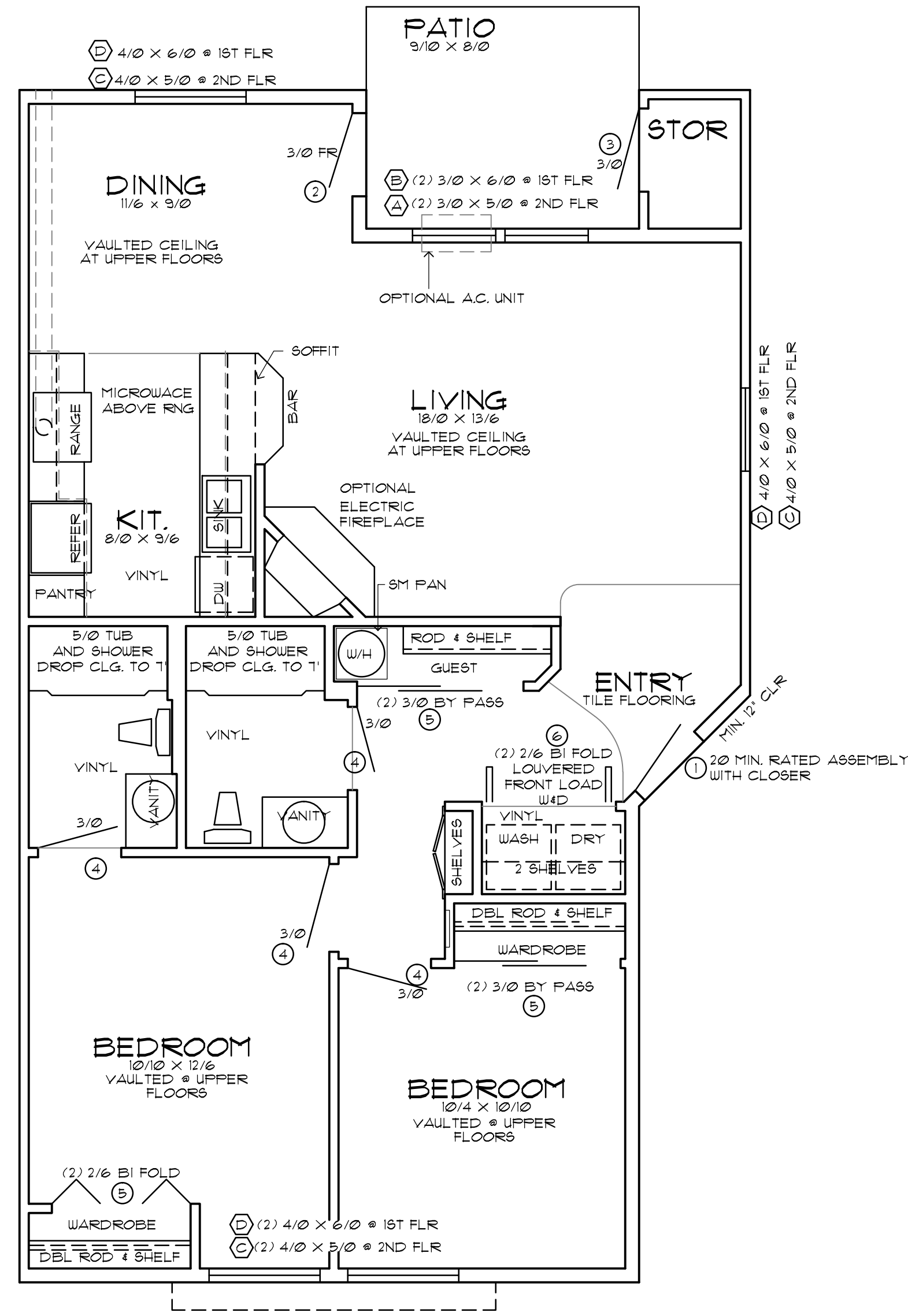
WAC TYPE "B" UNITS



ADAPTABLE UNITS

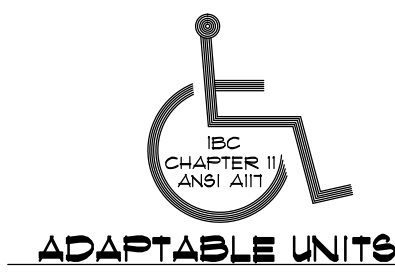
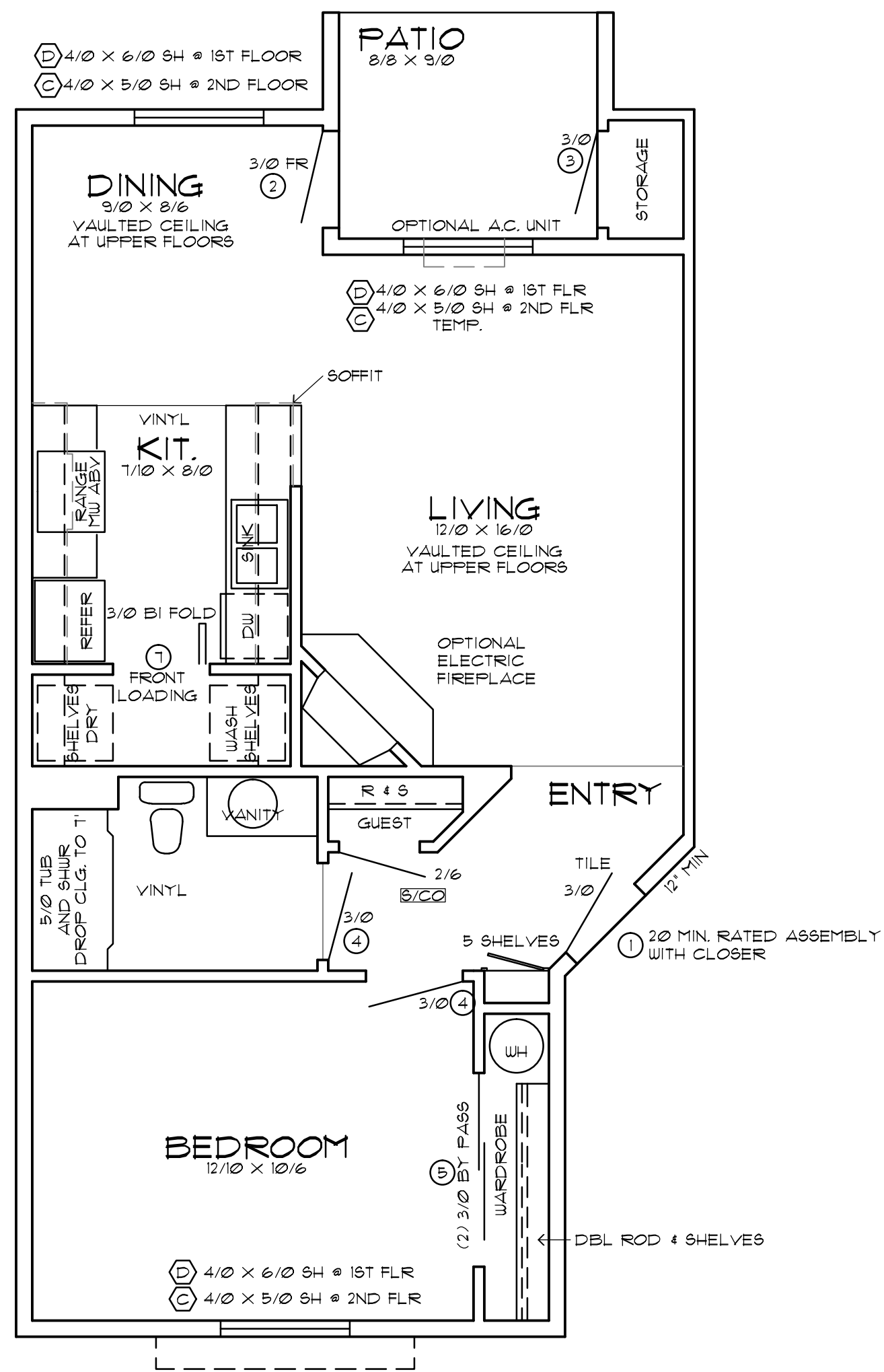
REVISIONS

FOR
SEQUOIA GROVE APARTMENTS, LLC



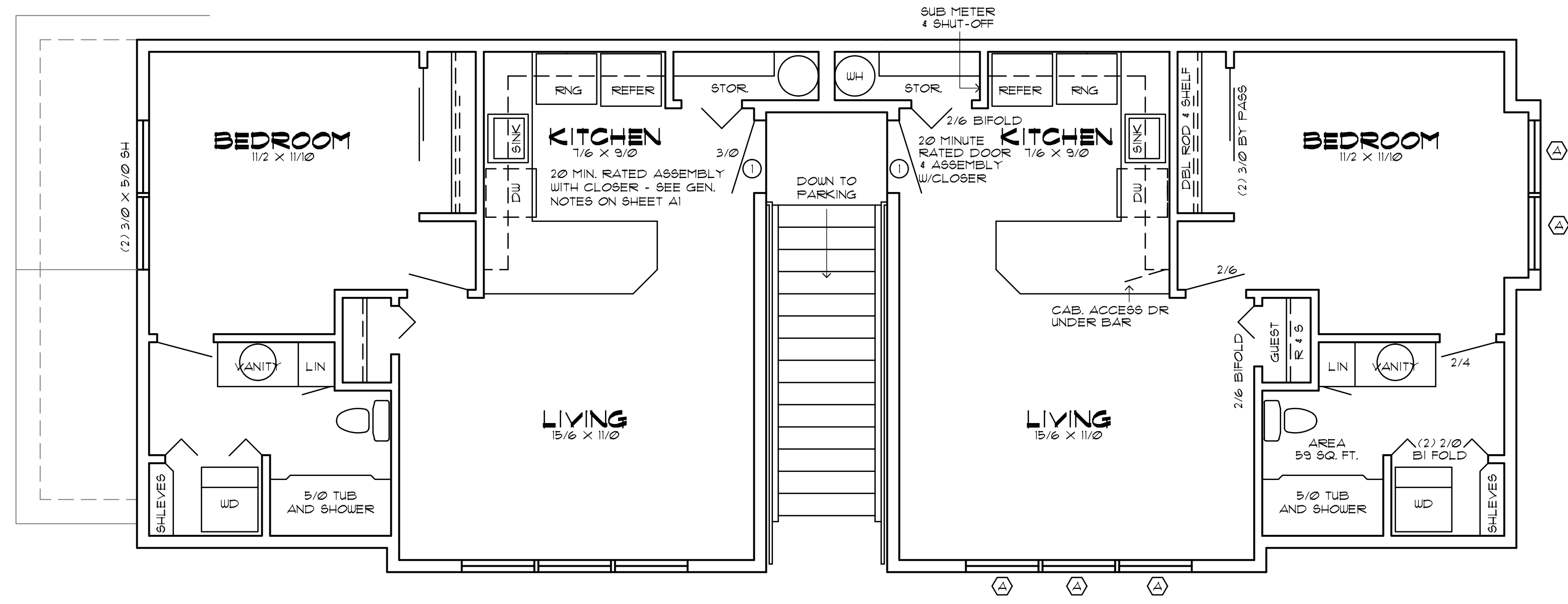
TYPICAL UNIT TYPE "C"

BEDROOM CLOSETS TO HAVE DOUBLE ROD AND SHELF WITH UPPER RUNNING THE FULL LENGTH OF CLOSET AND THE LOWER LOWER RUNNING 75% OF THE LENGTH OF THE CLOSET, TYPICAL EXCEPT WHERE SHOWN OTHERWISE



ADAPTABLE UNITS

TYPICAL UNIT TYPE "D"
 1/4" = 1'-0"
 1ST FLOOR 101 SQ. FT.
 2ND FLOOR 109 SQ. FT.



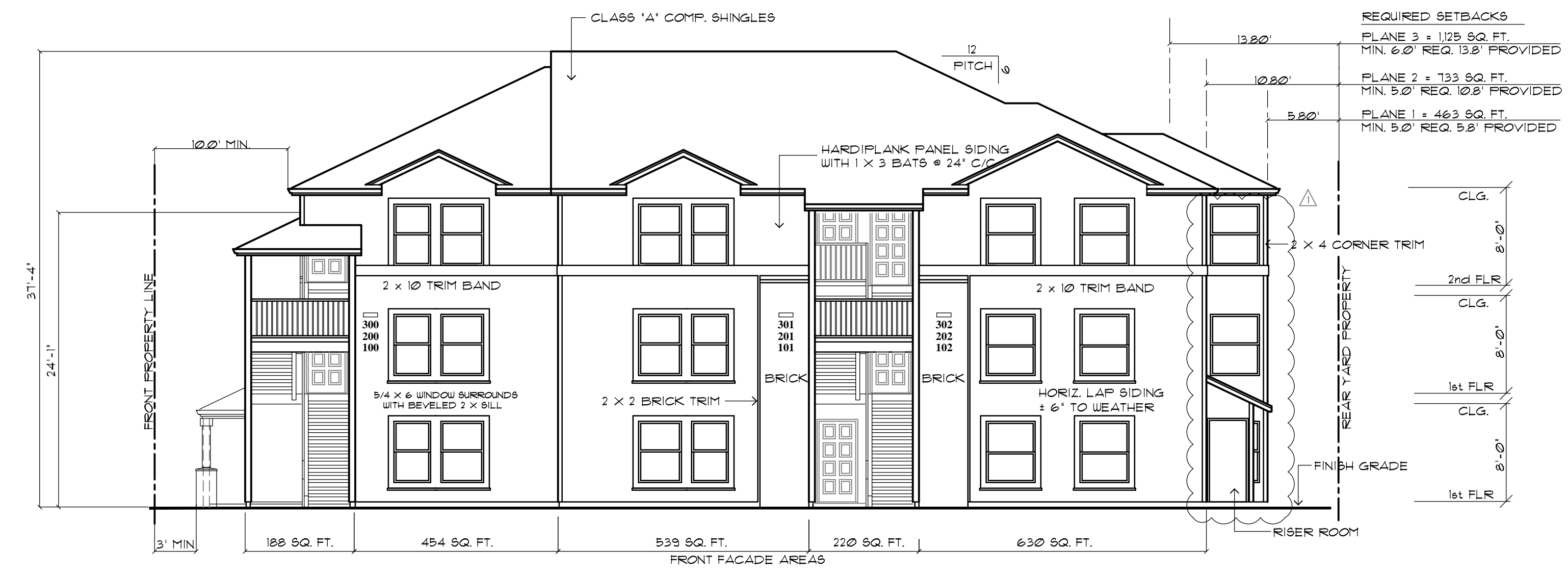
TYPICAL UNIT TYPE "E"
 1/4" = 1'-0"
 511 & 569 SQ. FT.

A3 SHEET

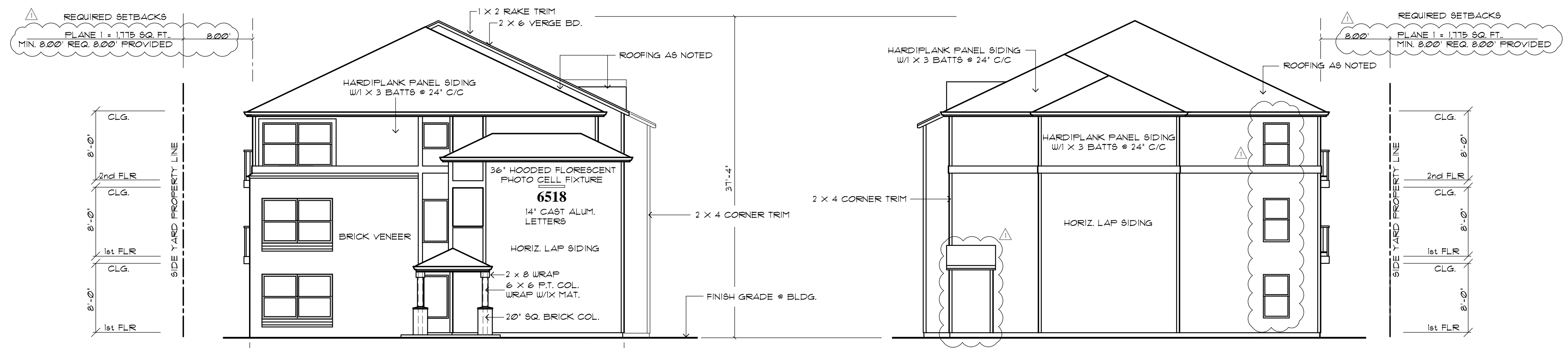
REVISIONS

FOR
SEQUOIA GROVE APARTMENTS, LLC

Harper
Hour Peterson
Righellis Inc.
 ENGINEERS PLANNERS
 LANDSCAPE ARCHITECTS SURVEYORS
 205 SE Spokane Street, Suite 200, Portland, OR 97202
 phone: 503.255.1111
Naff Design Support Services Inc.
 phone: 503.639.8845 rstaff@gmail.com



FRONT ELEVATION



LEFT END ELEVATION
SE. DIVISION ST. FACADE

RIGHT END ELEVATION

ELEVATIONS
1/8" = 1'-0"



REAR ELEVATION

REV	DATE	DESCRIPTION
03/24/14	03/26/15	
02/24/15	03/16/15	
03/11/15	03/16/15	
03/11/14	03/16/14	
02/11/14	03/16/14	
02/11/14	03/16/14	
02/11/14	03/16/14	

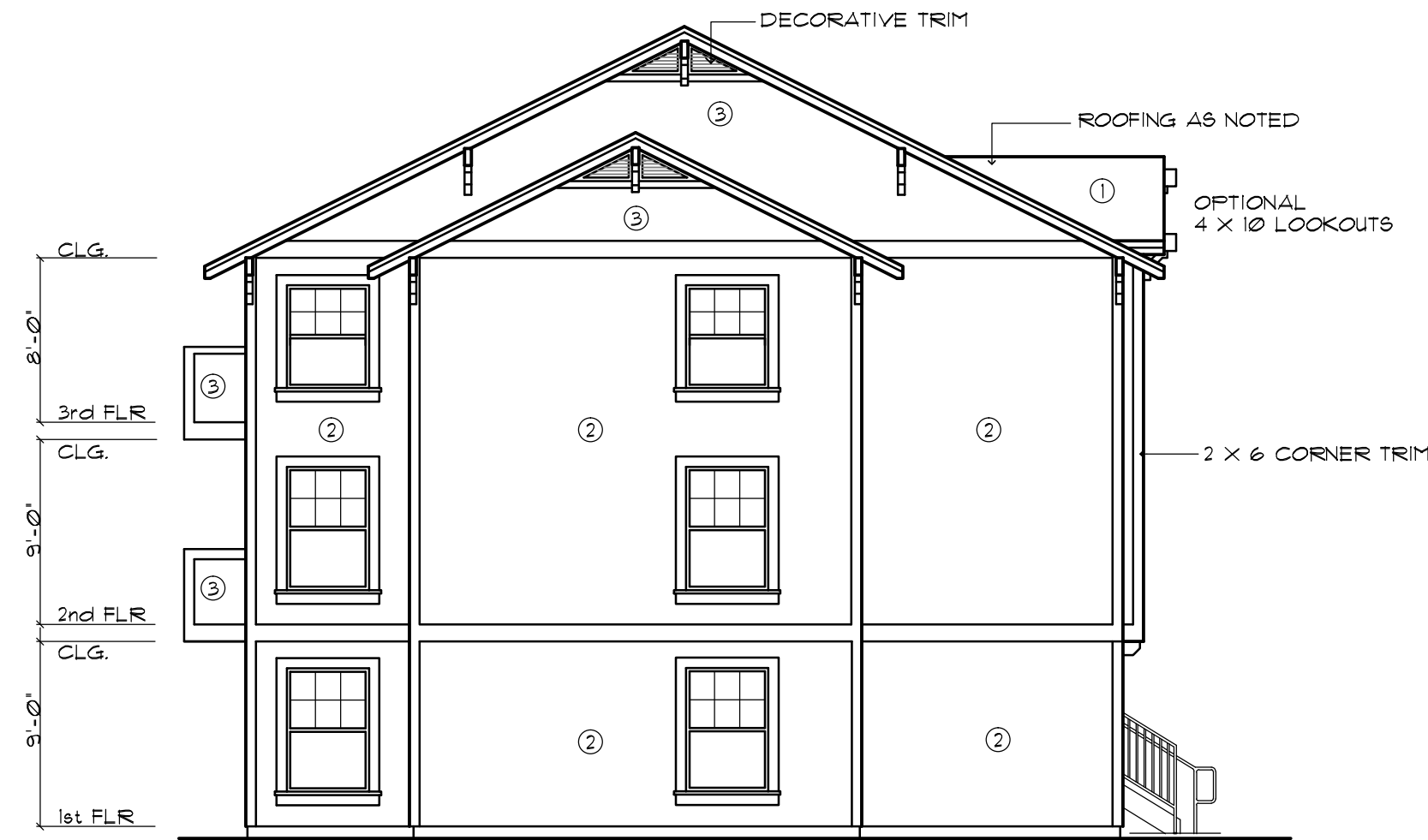
6518
A 9 UNIT APARTMENT DEVELOPMENT
FOR
65th & DIVISION, LLC

Harper Houff Peterson
Righellis Inc.
ENGINEERS PLANNERS
LANDSCAPE ARCHITECTS SURVEYORS
208 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.763.1131 www.hhp.com fax: 503.763.1141
Naff Design Support Services Inc.
802 S.W. Vista St., Tigard, OR 97224
phone: 503.679.8045 rpnaff@comcast.net

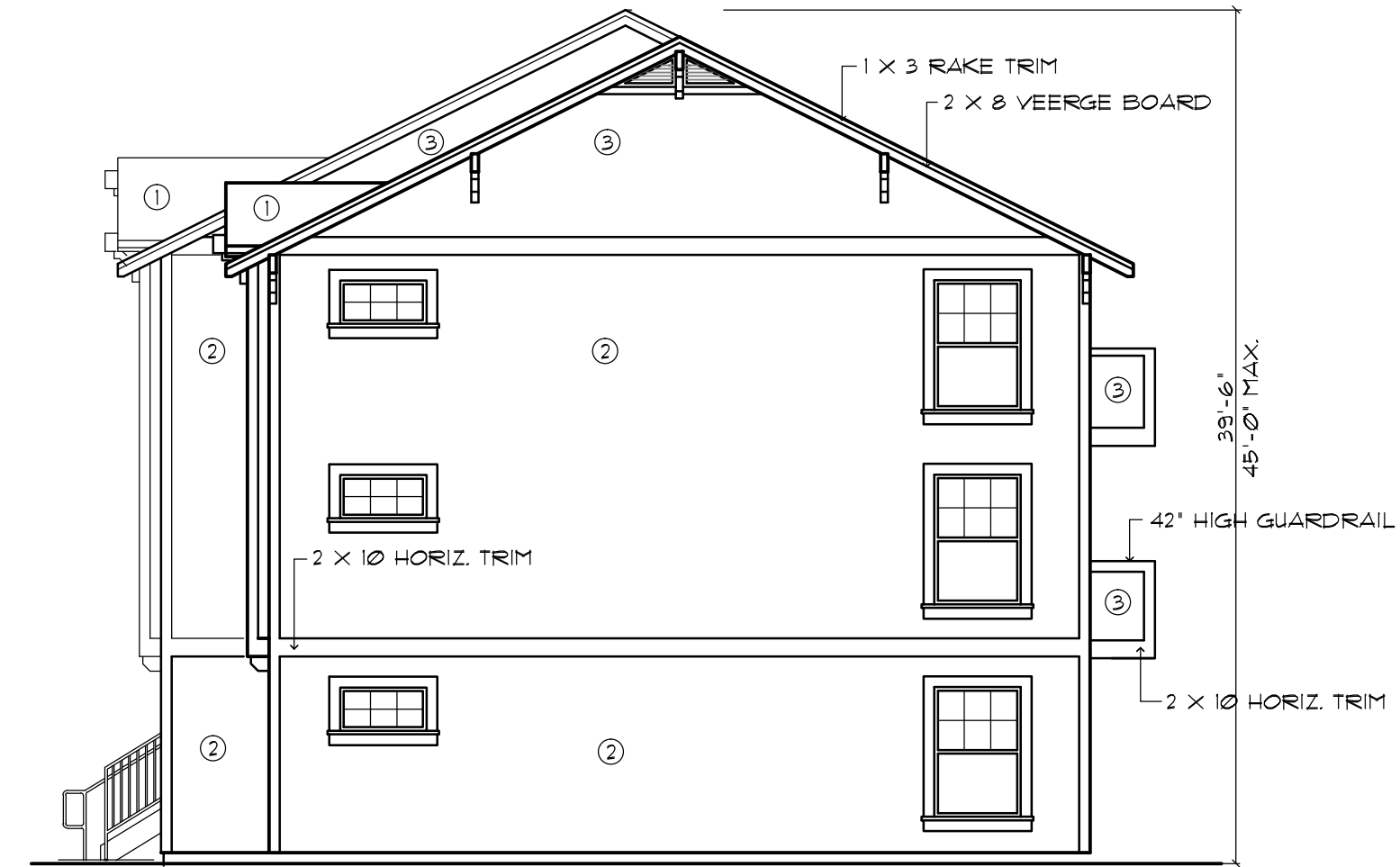


FRONT ELEVATION

- ① ARCHITECTURAL GRADE COMPOSITION SHINGLES
- ② HORIZONTAL LAP SIDING WITH +/- 6" EXPOSURE
- ③ SHAKE OR SHINGLE PANELS



LEFT END ELEVATION



RIGHT END ELEVATION



REAR ELEVATION

BUILDING TYPE "A" ELEVATIONS

1/8" = 1'-0"
DOWN SPOUTS TO BE DETERMINED ON ROOF PLANS
INSIDE CORNERS TO BE USED WHERE POSSIBLE

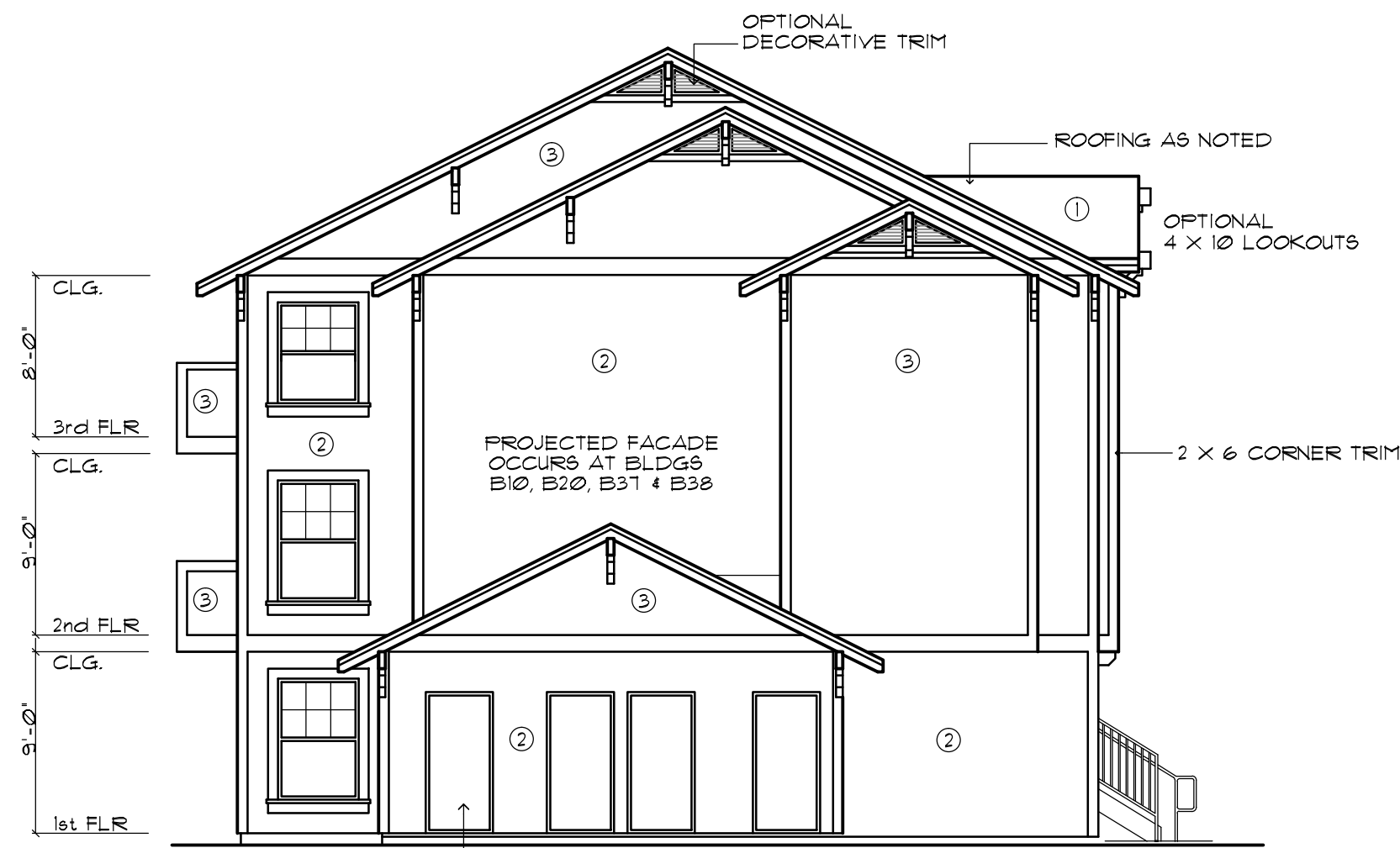
REVISIONS

REVISIONS



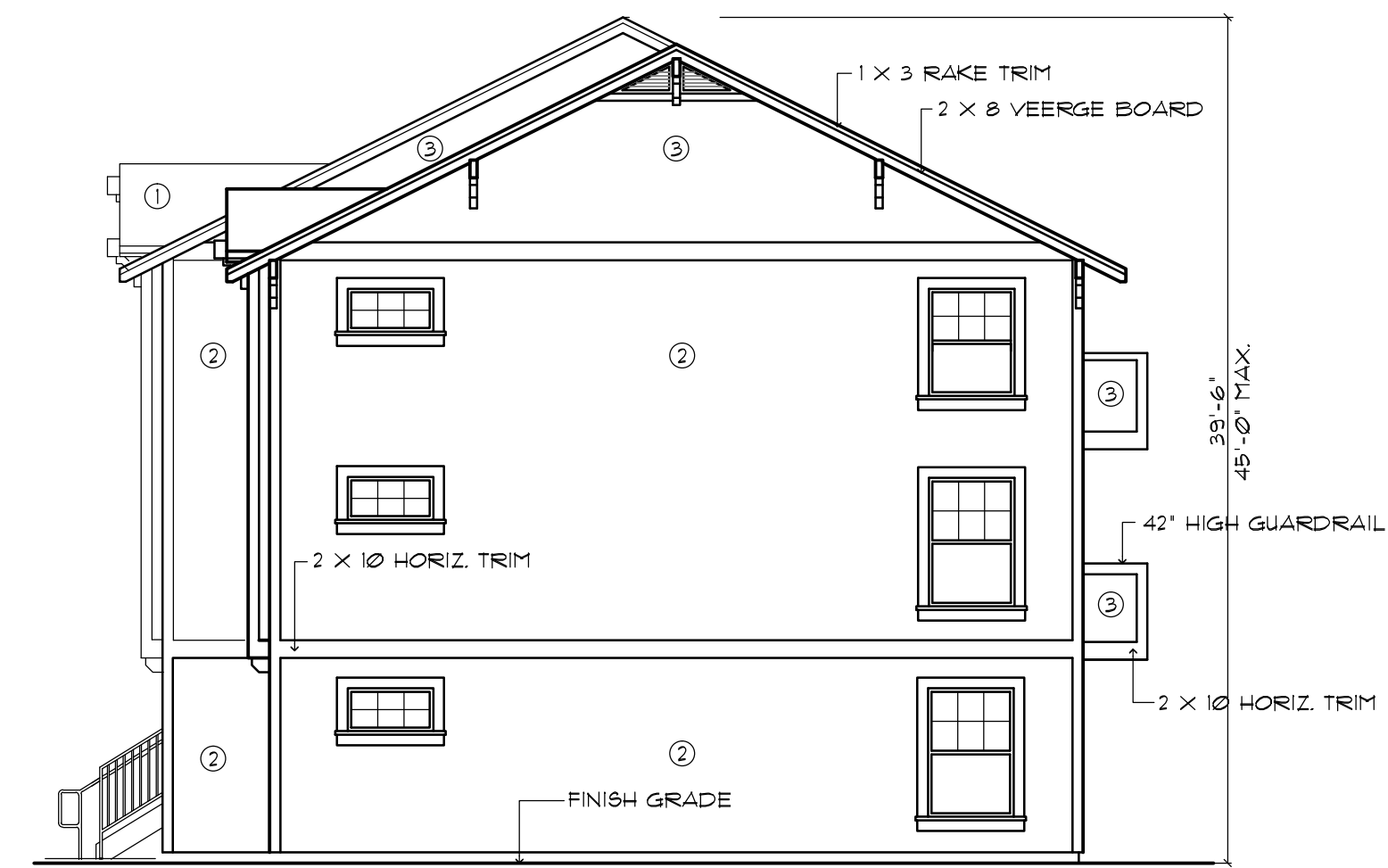
FRONT ELEVATION

- ① ARCHITECTURAL GRADE COMPOSITION SHINGLES
- ② HORIZONTAL LAP SIDING WITH 1/2" - 6" EXPOSURE
- ③ SHAKE OR SHINGLE PANELS

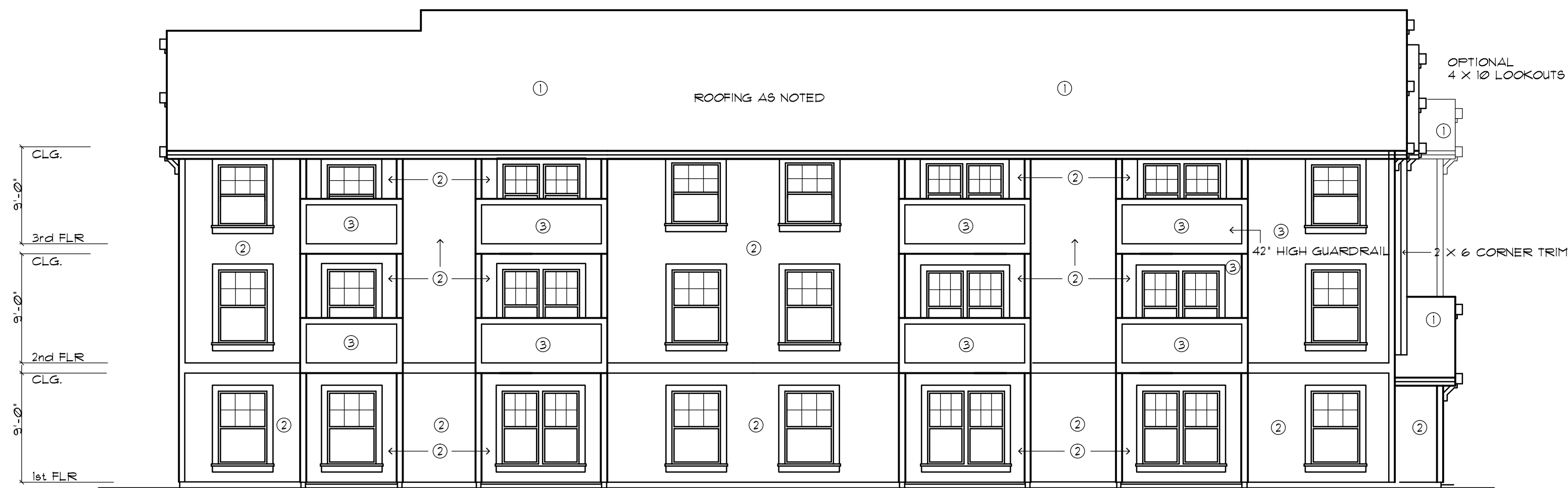


STORAGE UNITS - SEE S1 AND A33 FOR LOCATIONS
NOTE: PAINT DOOR & DOOR TRIM WITH BODY COLOR

LEFT END ELEVATION



RIGHT END ELEVATION



REAR ELEVATION

BUILDING TYPE "B" ELEVATIONS

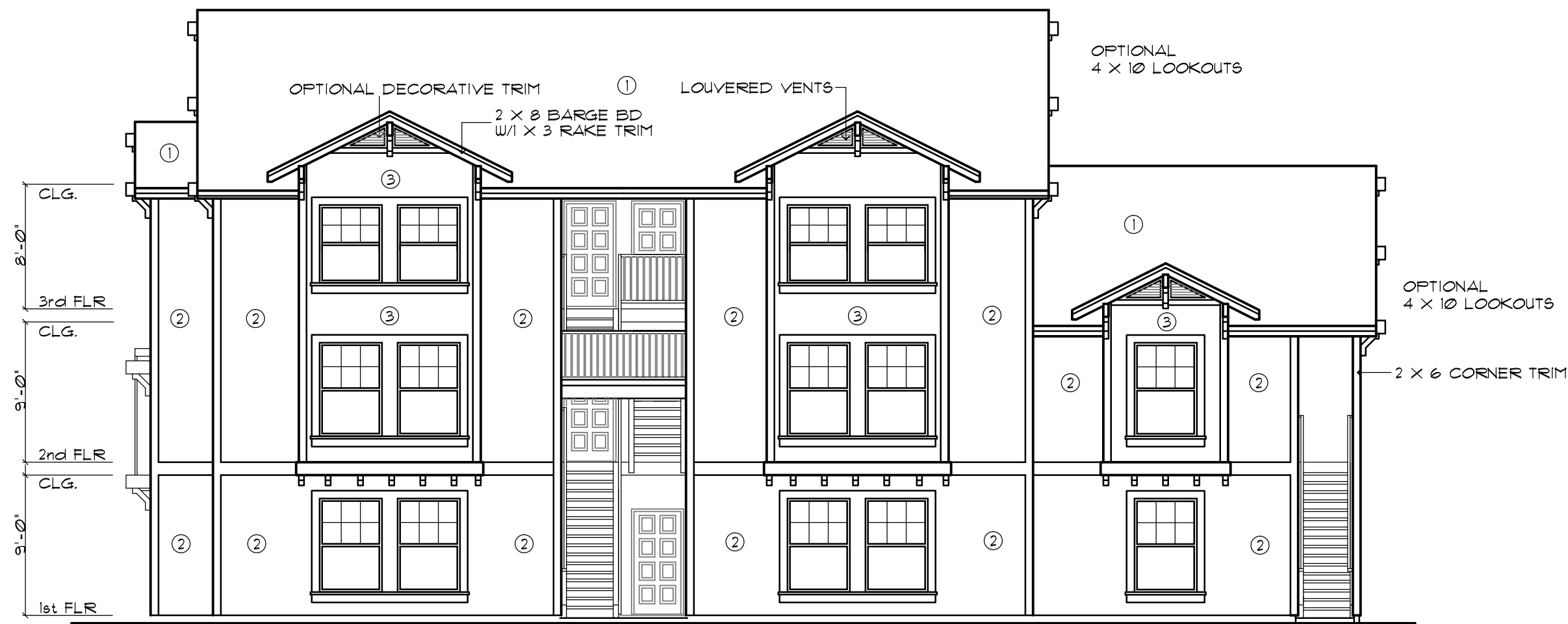
1/8" = 1'-0"

FOR
SEQUOIA GROVE APARTMENTS, LLC

Harper
HHP Houf Peterson
Rightelis Inc.
ENGINEERS PLANNERS
ARCHITECTS
205 SE Spokane Street, Suite 200 Portland, OR 97202
phone: 503.221.1131 www.hhp.com fax: 503.221.1171
Naff Design Support Services Inc.
phone: 503.639.8045 naff@naff.com

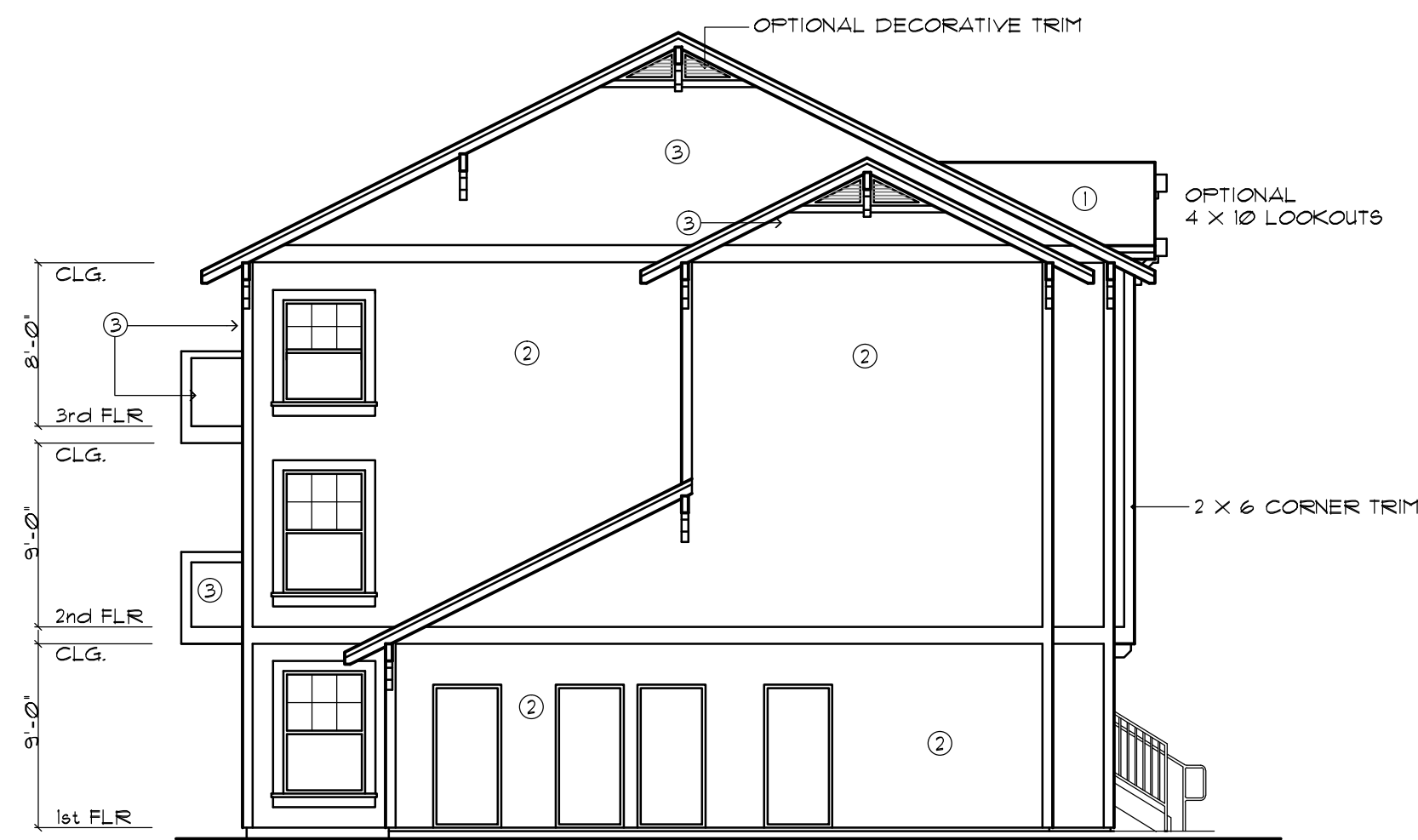
REVISIONS

02/16/16	
02/16/16	
02/26/16	

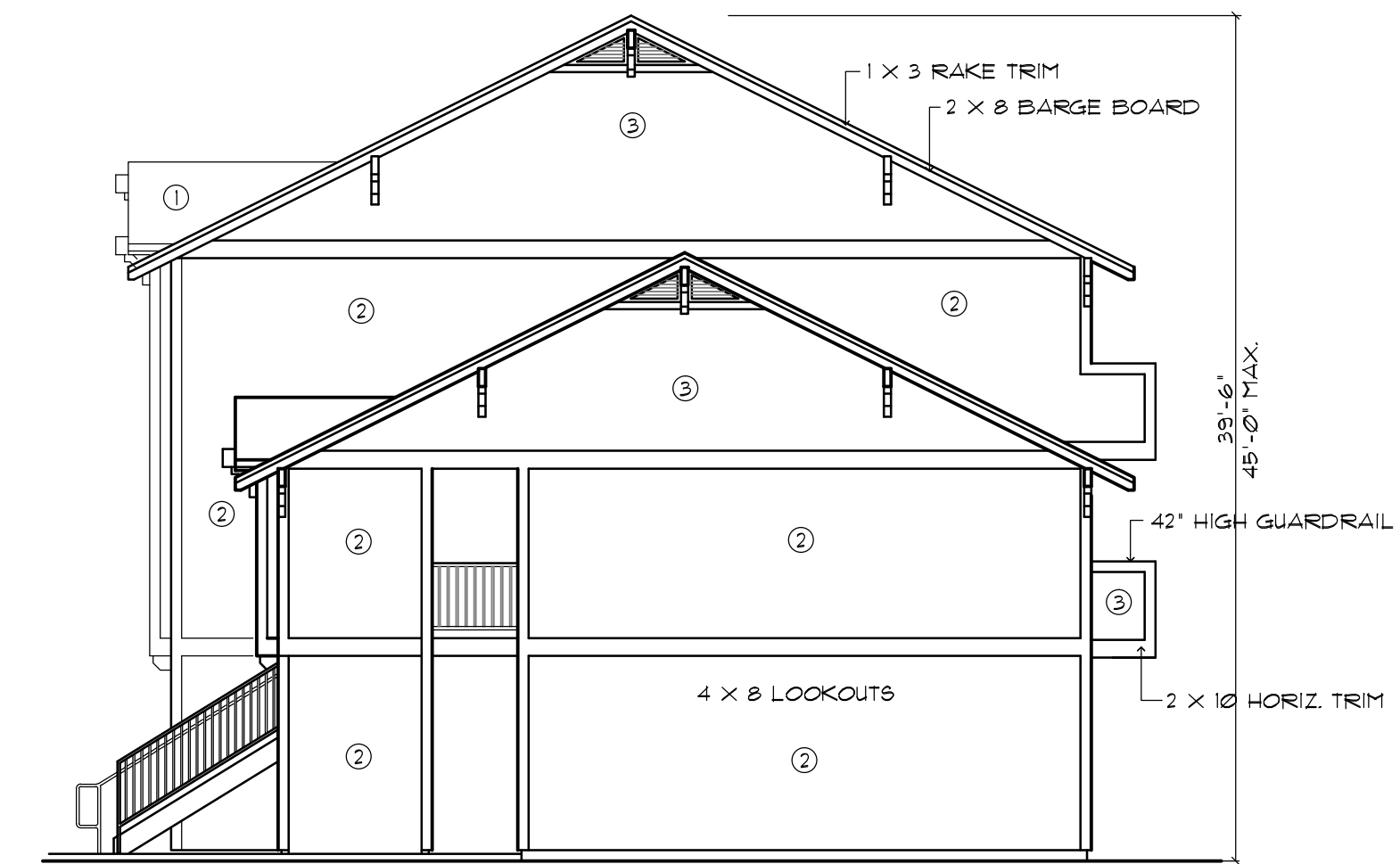


FRONT ELEVATION

- ① ARCHITECTURAL GRADE COMPOSITION SHINGLES
- ② HORIZONTAL LAP SIDING WITH +/- 6" EXPOSURE
- ③ SHAKE OR SHINGLE PANELS



LEFT END ELEVATION



RIGHT END ELEVATION



REAR ELEVATION

BUILDING TYPE "C" ELEVATIONS
 1/8" = 1'-0"
 DOWN SPOUTS TO BE DETERMINED ON ROOF PLANS
 INSIDE CORNERS TO BE USED WHERE POSSIBLE

FOR
SEQUOIA GROVE APARTMENTS, LLC

Harper Houf Peterson Rightelis Inc.
 ENGINEERS PLANNERS ARCHITECTS
 205 SE Spokane Street, Suite 200 Portland, OR 97202
 phone: 503.221.1131 www.hhpri.com fax: 503.221.1171
Naff Design Support Services Inc.
 phone: 503.639.8045 rpnaff@gmail.com

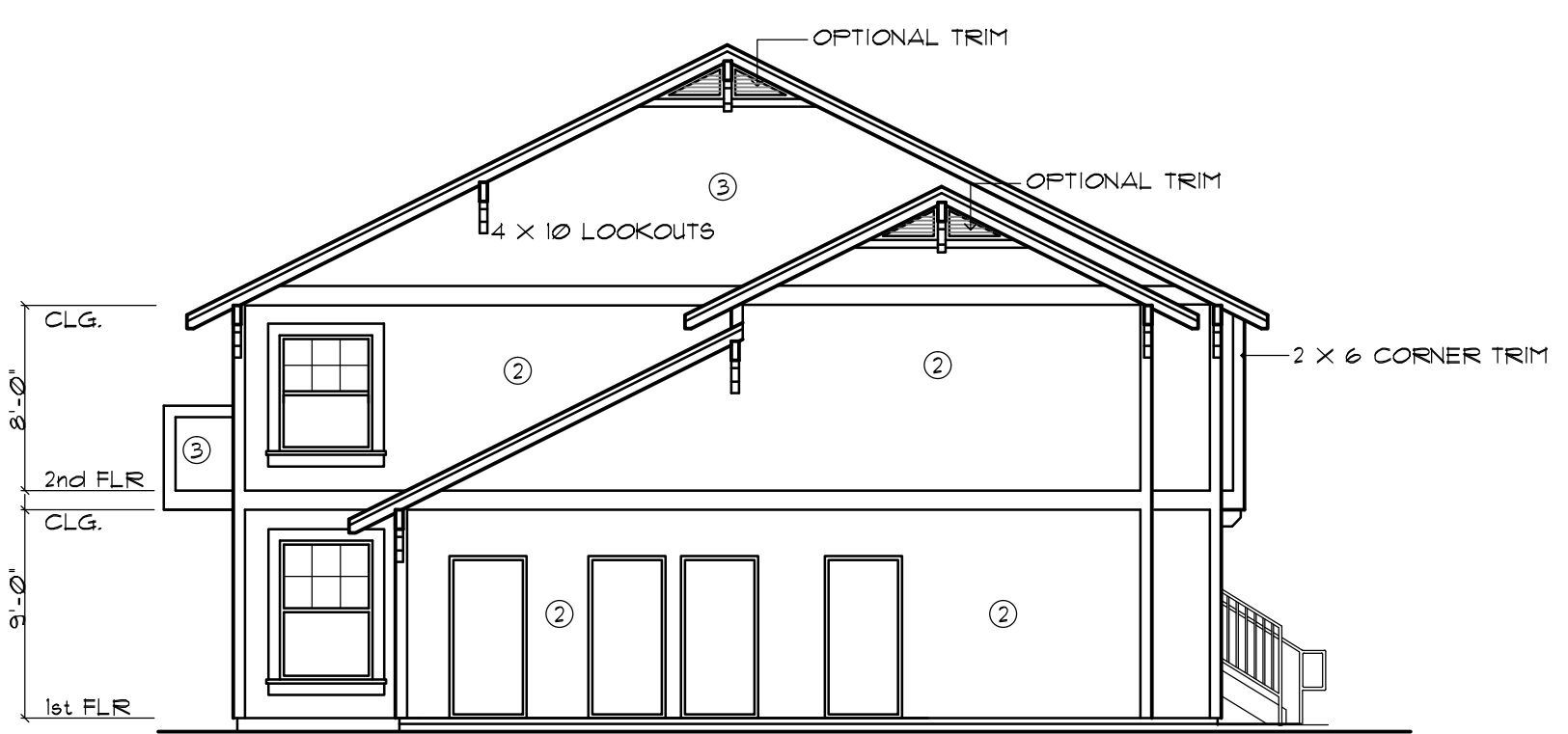
NO.	DATE	REVISIONS

FOR
SEQUOIA GROVE
APARTMENTS, LLC

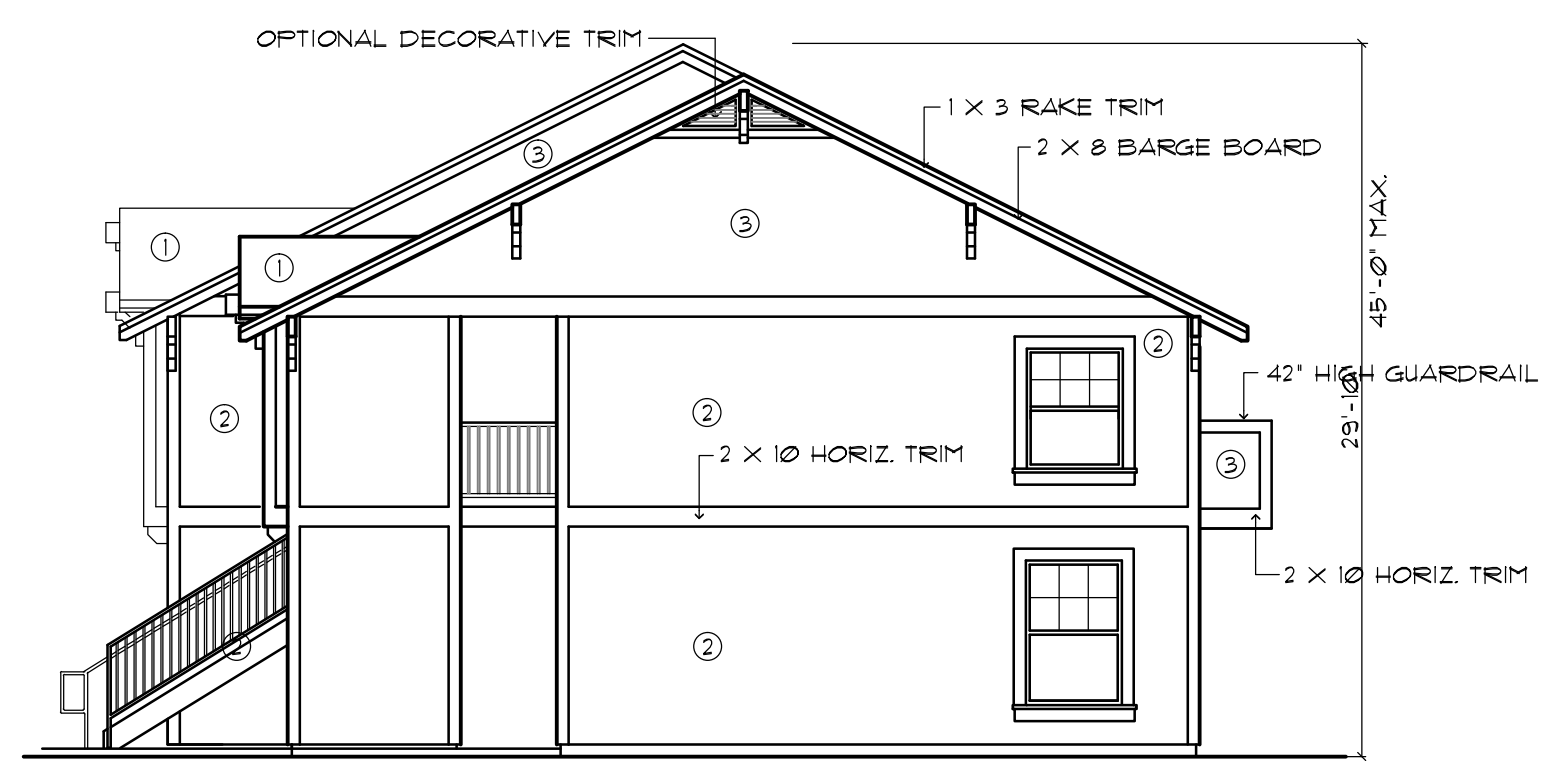
Harper Houff Peterson
Righellis Inc.
ENGINEERS PLANNERS
LANDSCAPE ARCHITECTS SURVEYORS
205 SE Spokane Street, Suite 200, Portland, OR 97202
phone: 503.221.1131 www.hhp.com fax: 503.221.1171
Naff Design Support Services Inc.
8021 SW Vista St., Tigard, OR 97224
phone: 503.639.8045 rgnaff@gmail.com



FRONT ELEVATION
 ① ARCHITECTURAL GRADE COMPOSITION SHINGLES
 ② HORIZONTAL LAP SIDING WITH +/- 6" EXPOSURE
 ③ SHAKE OR SHINGLE PANELS



LEFT END ELEVATION



RIGHT END ELEVATION

BUILDING TYPE "E" ELEVATIONS
 1/4" = 1'-0"
 DOWN SPOUTS TO BE DETERMINED ON ROOF PLANS
 INSIDE CORNERS TO BE USED WHERE POSSIBLE



REAR ELEVATION

48



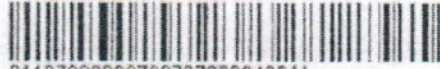
After recording return to:
Investment Development
Management, LLC
1498 SE Tech Center Pl, #150
Vancouver, WA 98683

Until a change is requested all tax statements
shall be sent to the following address:
Investment Development
Management, LLC
1498 SE Tech Center Pl, #150
Vancouver, WA 98683
File No.: NCS-301458-OR1 (mk)
Date: August 20, 2007

20
10
11
41

Clackamas County Official Records
Sherry Hall, County Clerk

2007-073723



\$46.00

01137928200700737230040041

08/24/2007 03:13:26 PM

D-D Cnt=1 Str=4 KANNA
\$20.00 \$16.00 \$10.00

STATUTORY SPECIAL WARRANTY DEED

Canby Market Center Associates, LLC, an Oregon Limited Liability Company, Grantor, conveys and specially warrants to Canby Industrial Venture, LLC an Oregon Limited Liability Company, Grantee, the following described real property free of liens and encumbrances created or suffered by the Grantor, except as specifically set forth herein:

This property is free from liens and encumbrances, EXCEPT: SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF

See Legal Description attached hereto as Exhibit A and by this reference incorporated herein.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 197.352. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930 AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 197.352.

The true consideration for this conveyance is \$2,000,000.00.

Dated this 24 day of August, 2007.

FATCO NCS-301458

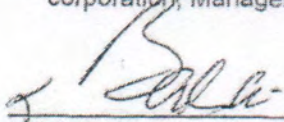
APN:

Statutory Special Warranty Deed
- continued

File No.: NCS-301458-OR1 (mk)
Date: 08/20/2007

Canby Market Center Associates, LLC, an
Oregon Limited Liability Company

By: Gramor Investments, Inc., an Oregon
corporation, Manager



By: Barry A. Cain, President

STATE OF Oregon)
County of ~~Clackamas~~ Multnomah) ss.

This instrument was acknowledged before me on this 24 day of August, 2007
by Barry A. Cain, president of Gramor Investment, Inc., an Oregon corporation as Manager of Canby
Market Center Associates, LLC, on behalf of the Limited Liability Company.



Notary Public for Oregon
My commission expires: 3/4/09



2

APN:

Statutory Special Warranty Deed
- continued

File No.: NCS-301458-OR1 (mk)
Date: 08/20/2007

EXHIBIT A

LEGAL DESCRIPTION:

PARCEL I:

LOT 1, CANBY MARKET CENTER, IN THE CITY OF CANBY, COUNTY OF CLACKAMAS, STATE OF OREGON.

PARCEL II:

BEGINNING AT THE SOUTHEAST CORNER OF THAT TRACT OF LAND CONVEYED TO ROY F. ZIMMER AND BETTY J. ZIMMER RECORDED AS DEED NUMBER 93-24378, CLACKAMAS COUNTY DEED RECORDS IN TOWNSHIP 3 SOUTH, RANGE 1 EAST, CLACKAMAS COUNTY, OREGON; SAID POINT BEING THE TRUE POINT OF BEGINNING;

THENCE SOUTH 89°44'40" WEST ALONG SOUTHERN BOUNDARY OF SAID ZIMMER TRACT 331.84 FEET MORE OR LESS TO THE SOUTHWEST CORNER OF SAID TRACT OF LAND;

THENCE NORTH 0° 12' 17" WEST ALONG THE WESTERN BOUNDARY OF SAID ZIMMER TRACT A DISTANCE OF 386.51 FEET;

THENCE 370.16 FEET ALONG A 337 FOOT RADIUS NON-TANGENT CURVE LEFT WITH CHORD LENGTH OF 351.83 FEET BEARING SOUTH 58° 46' 21" EAST;

THENCE NORTH 89° 45' 38" EAST, 32.54 FEET TO THE EASTERN BOUNDARY OF SAID ZIMMER TRACT;

THENCE SOUTH 0° 03' 02" WEST, 202.76 FEET MORE OR LESS, TO THE TRUE POINT OF BEGINNING.

EXHIBIT "B"

1. General and special taxes and assessments for the fiscal year 2007-2008, a lien not yet due or payable.
2. An easement for utilities and incidental purposes, recorded October 13, 1927 in Book 190, Page 0312 of Official Records.
In Favor of: Molalla Electric Company
Affects: Parcel I
3. Easements for 20 foot pedestrian access purposes as shown on the recorded plat of Canby Market Center.
4. Easements for 12 foot public utility purposes as shown on the recorded plat of Canby Market Center.
5. Reservation of utilities in vacated street area and the right to maintain the same as set forth in Ordinance No. 1138 a copy of which was recorded May 20, 2004 as Fee No. 2004-045441

SPECIAL WARRANTY DEED

Joe A. Vraves, Grantor
 Donald D. Hanson et al, Grantee
 29385 S. Needy Road
 Canby, Oregon 97013
 After recording return to:
 Bettis & Reif
 Attorneys at Law
 160 N. W. Third Avenue
 Canby, Oregon 97013
 Until a change is requested,
 all tax statements shall be
 sent to the following address:
 Donald D. Hanson
 Virgilia R. Hanson
 29385 S. Needy Road
 Canby, Oregon 97013

SPECIAL WARRANTY DEED

JOE A. VRAVES, Grantor, conveys and specially warrants to DONALD D. HANSON and VIRGILIA R. HANSON, husband and wife, as tenants by the entirety, of an undivided 34% interest; IVAN R. HANSON and M. ELEANOR HANSON, husband and wife, as tenants by the entirety of an undivided 34% interest; BENEDICT T. FELLER and ANNEMARIE FELLER, husband and wife, as tenants by the entirety of an undivided 16% interest; and DOUGLAS D. HANSON, an undivided 16% interest, the Grantees, the following described real property, free of encumbrances created or suffered by the Grantor, except as specifically set forth herein, situated in Clackamas County, Oregon, to-wit:

Part of the Philander Lee DLC No. 56 in T. 3 S., R. 1 E. of the W. M., described as:
 Beginning at a point in the South line of the Philander Lee DLC No. 56 and South 78°15' West 40.62 chains from the Southeast corner thereof; thence South 78°15' West 30.35 chains tracing the said South line of Claim No. 56; thence North 17.58 chains; thence East 29.72 chains; thence South 11.40 chains to the place of beginning.

SAVE AND EXCEPT that portion conveyed to the Willamette Valley Southern Railway Co. for right of way.

ALSO EXCEPTING that portion conveyed to Ostrander Railway & Timber Co. in Book 315, Page 198, Deed Records.

ALSO that part of Government Lots 5 and 6, at Section 34, in T. 3 S., R. 1 E. of the W. M., lying East of the Southerly projection of the East boundary of the tract of land described in that certain conveyance from Herman A. and Anna Lee to Robert Sylvester Coe, recorded April 14, 1893, in Book 51, page 250, Deed Records.

EXCEPT those tracts of land conveyed by Emma Birkemeier and Fred W. Birkemeier to Portland Eugene and Eastern Railway Company by Deed recorded August 10, 1912, in Book 124, page 486, Deed Records, and by Arnold W. Oathes and Matilda Oathes to the Ostrander Railway and Timber Company, by Deed recorded October 13, 1943, in Book 314, page 585, Deed Records.

ALSO EXCEPT that portion of Government Lot 6 lying Easterly of the right of way of the Willamette Valley Southern Railroad Company.

ALSO EXCEPTING THEREFROM that portion lying within public roads.

EXCEPTING ALSO THEREFROM the North 60 feet as cut off by a line parallel to the North line of the above described tract.

Recorded By
 Pioneer National
 Title Insurance Company

SUBJECT TO:

A. The easement, including the terms and provisions thereof, affecting a portion of said premises, in favor of Ostrander Railway and Timber Company, recorded November 18, 1957, in Book 28, Page 558, Fee No. 17154, Miscellaneous Records, for a logging truck road.

B. Together with all rights to use road across highway and railroad tracks as set forth in letter from Ostrander Railway and Timber Co. dated October 12, 1943, recorded November 18, 1957, in Miscellaneous Book 28, page 558.

RESERVING, HOWEVER, unto the Grantor, until such time as other suitable access is available to him, an easement for ingress and egress over and across the west 20 feet of the above described property, which easement is for the use and benefit of the following described property situated in the County of Clackamas, State of Oregon, to-wit:

Parcel I:

Part of the Philander Lee DLC No. 56 in Section 34, T. 3 S., R. 1 E. of the W. M., described as:

Beginning in the center of the County Road North 69°30' East 667.00 feet from the West quarter section corner of Section 34; thence South 32° East 275.00 feet; thence South 26° West 204.00 feet; thence South 48.9 feet to the Southwest corner of that tract described in Deed recorded October 14, 1943, in Deed Book 314, Page 663, and the true place of beginning; thence South 804.6 feet; thence East 322 feet; thence North to a point which is South 0°21' East 95.24 feet from the Southwesterly line of the Southern Pacific Company right of way; thence North 43°12' West 466.25 feet to the true point of beginning.

Parcel II:

Part of the Philander Lee D.L.C. No. 56 in Section 34, T. 3 S., R. 1 E. of the W. M., described as:

Beginning North 63°15' East 16.81 chains and South 23.15 chains from the West quarter corner of Section 34; thence North 450 feet; thence South-easterly to a point 140 feet East of the place of beginning; thence West 140 feet to the place of beginning.

The said property is free of all encumbrances created or suffered by the Grantor except as specifically set forth hereinabove.

The true consideration for this conveyance is \$143,710.00.

DATED this 22 day of January, 1976.

Joe A. Vraves
JOE A. VRAVES

STATE OF OREGON }
County of Clackamas } ss.

January 22nd 1976

Personally appeared the above named JOE A. VRAVES and acknowledged the foregoing instrument to be his voluntary act and deed.

Before me: *Virginia Carrico*
Notary Public for Oregon

My Commission Expires: 10/26/78

2

Page 2. SPECIAL WARRANTY DEED

STATE OF OREGON }
County of Clackamas }
I, George D. Poppen, County Clerk, Ex-Officio
Recorder of Conveyances and Ex-Officio Clerk
of the Circuit Court of the State of Oregon, for
Clackamas County, do hereby certify that
the within instrument was duly acknowledged for
and recorded in the records of said county at
558 6 P 4: 07
Witness my hand and seal of office:
GEORGE D. POPPEN
County Clerk
George D. Poppen
Deputy
Recording Certificate 76 4010



MEMORANDUM

TO: Urban IDM – Aaron Jones, Applicant
RE: PRA 15-10 - Pre-Application Conference for Apartment Complex & Light Industrial Site
FROM: Bryan Brown, Planning Director
DATE: November 10, 2015

APPLICANT: Aaron Jones

Owner: Jeff Gordon

Representative: Jason Mattos – SGA Engineering

TAX LOT: 31E34C04900 (M-2) & 31E34C02101 (R-2)

LOCATION: 259 S Sequoia Parkway (New Address R-2 Lot); & 279 S Sequoia Parkway (New Address M-2)

ZONING: M-2 Heavy Industrial with Light Industrial zone use restriction with the I-O Industrial Overlay; R-2 High Density Residential (Not subject to the I-O)

PROPOSAL: Light Industrial Site Development to be known as Sequoia Business Park, and Multi-family Complex to be known as Canby Commons Apartments

APPLICATION REQUIRED:

Since the two different sites are to be located on separate legal parcels and have different zoning, two separate applications should be submitted. A potential shared private access road is just a unique facet of each development.

- Submit a Design Review Type III Application for each parcel site development which requires the City to provide notice to property owners/residents within a 500' radius of a public hearing with review/approval by the Planning Commission and appeal rights to the City Council.

ZONING STANDARDS APPLICABLE TO THIS APPLICATION

Applications are reviewed on the basis of criteria in *Title 16: Land Development and Planning Ordinance* of the *Canby Municipal Code*. *Title 16* is available on the City's website or may be emailed upon request. The applicant must address compliance with this ordinance in order to be approved in the land use and planning process. Staff has determined that the following Chapters may apply as indicated to each of the proposed site developments. This is a preliminary list; during a more extensive review, staff may encounter additional standards applicable to each proposal:

Sequoia Business Park Site Development:

- **Chapter 16.08: General Provisions**
 - Contains standards for fences, sidewalks, etc.
 - Contains standards regarding Traffic Impact Study requirements (16.08.150). A traffic scope and study is needed for the Sequoia Business Park development. We also will need an opening day traffic study to enforce the 4% contribution to the signal light improvements at Hazel Dell Way & S Sequoia Parkway. The new required traffic study can account for both developments as long as a site plan is available for both sites and

because they have the same owner and will be sharing a means of access. I would recommend getting started with the traffic scoping process immediately which requires a \$500 deposit to the City to trigger a notice to proceed to the City's consulting Traffic Engineering firm (DKS Associates).

- **Chapter 16.10: Off Street Parking**
 - Parking & loading standards: 2 spaces per 1,000 sf of office space & 1 space per 1,000 sf of manufacturing or warehouse space; loading berth's for industrial uses is generally 12' X 60' with 1 space up to 25,000 sf & 2 spaces up to 60,000 sf.
 - Parking lot and access standards
 - Bicycle parking standards: office space is 2 or 1 per 1,000 sf while industrial park 0.1 space per 1,000 sf
- **Chapter 16.32 M-1 Light Industrial Zone**
 - The rezoning of this property with the annexation ordinance restricted uses to those indicated to be "outright permitted" in the M-1 zone without option for those uses allowed by Conditional Use.
- **Chapter 16.35 I-O Industrial Overlay Zone**
 - Design matrix for the I-O Zone supersedes the general design review matrix in 16.49, however the remaining portions of 16.49 apply to this new development.
- **Chapter 16.42: Signs**
 - If any signs are proposed they must comply with this chapter. The location and design of free standing monument signs is encouraged during Site Design Review. Since the property is still located within the Industrial Overlay, pole signs are not an option, but monument signs are allowed and must meet design standard with a distinct base, middle and top as indicated in 16.42.040 (C).
- **Chapter 16.43: Outdoor Lighting Standards**
 - If exterior lighting is proposed applicant must submit a lighting plan that conforms to the standards in this chapter to assure lumen standard is not exceeded based on light shielding utilized and that light trespass across adjacent property lines does not occur by light fixtures whether on a pole or side of a building.
- **Chapter 16.46.040: Joint and cross access**
 - The sharing of a driveway between the residentially developed parcel, the industrial property, and the City Park will require recording a cross access easement with the deed of the properties served by the joint use driveways and cross access service drive.
- **Chapter 16.49 Design Review**
 - Review criteria are indicated in 16.49.040 (B) (1-5); Conditions of approval that may be considered are indicated in 16.49.050; 16.49.065 Bicycle and pedestrian facilities; Landscaping provisions are provided in 16.49.080 through 16.49.120.
- **Chapter 16.89: Application and Review Procedures**
 - Procedural steps to process a Type III Site & Design Review application applies.
 - A Neighborhood Meeting is required prior to submittal of the applications, recognizing no one has yet had an opportunity to focus on the two site developments together and to evaluate the proposed joint share driveway and cross access with the City park. Attendance and a copy of the minutes of the meeting should be included with the application.

- **Chapter 16.120.020, 030 & 040: Parks, Open Space and Recreation Land**
 - The City has determined that “Cash in Lieu of Dedication of Land” will be the method of meeting the park system contribution with this development.
 - The full amount of the Parks SDC will be assessed based on the adopted methodology for the industrial development based on an employee density per square foot based on anticipated use.

Canby Commons Apartments Site Development:

- **Chapter 16.08: General Provisions:**
 - Contains standards for fences, sidewalks, etc.
 - Contains standards regarding Traffic Impact Study requirements (16.08.150). Even though a traffic study was already performed for Canby Commons Apartment site it focused on a “future” impact 20 years out. An opening day study based on an actual development plan is required and in this instance becomes necessary for the City to adequately address and enforce the condition of approval to make a 4% contribution to the traffic signal and related Hazel Dell & Sequoia Parkway intersection improvements. A study is needed for the industrial site development as it was not previously considered with the previous traffic study. A single Traffic Study can include both sites since they are being done together.
- **Chapter 16.10.050: Parking Standards Designated (multi-family dwellings)**
 - Minimum of 1 parking space per studio & one bedroom unit; 2 spaces per 2-bedroom or larger unit. An additional guest parking space shall be provided for each 5 dwelling units.
 - Table 16.10.100 indicates bicycle parking standards of one space per unit.
- **Chapter 16.10.070(A)(4)(a):**
 - A paved driveway a minimum of 20’ feet wide is required to serve the units and access the common parking areas. The fire code requires additional pullout width for every 400’ of private internal driveway length. Turning radius on-site must meet fire district needs for adequate emergency access.
- **Chapter 16.20: R2 High Density Residential Zone**
 - Maximum impervious surface allowed on lot is 70%. Vision clearance shall be 10’ from a street to a driveway. A minimum development density of 14 units per acre is required – which means at least 106 dwelling units for this site with no maximum limit.
- **Chapter 16.21.060 & .070: Residential Design Standards - Applicability & Review Procedure for Multi-family Dwellings**
 - The Multi-Family Design Menu in Table 16.21.070 replaces the general menu contained in Chapter 16.49 for this development.
- **Chapter 16.42.025(C)(4)(e): General Sign Standards**
 - 2 Temporary construction sign(s) for subdivision no taller than 8 feet not exceeding 64 sf in size
- **Chapter 16.46: Access Limitations**

- Developments with private access drives shall be a minimum of 20 feet wide
- The minimum spacing “driveway to driveway” as measure from centerline to centerline on both sides of the street is 200 feet on Sequoia Parkway. The proposal appears to meet driveway separation standards. Alignment with the driveway across the street sounds like a good plan for reducing turning conflicts. A formal justification for an “access exception” may require an access management plan that evaluates all available options and whether any safety modifications may be needed to grant the exception.
- **Chapter 16.49 Design Review**
 - Review criteria are indicated in 16.49.040 (B) (1-5); Conditions of approval that may be considered are indicated in 16.49.050; 16.49.065 Bicycle and pedestrian facilities; Landscaping provisions are provided in 16.49.080 through 16.49.120.
- **Chapter 16.89: Application and Review Procedures**
 - Procedural steps to process a Type III Site & Design Review application applies.
 - A Neighborhood Meeting is required prior to submittal of the applications, recognizing no one has yet had an opportunity to focus on the two site developments together and to evaluate the proposed joint share driveway and cross access with the City park. Attendance and a copy of the minutes of the meeting should be included with the application.
- **Chapter 16.120.020, 030 & 040: Parks, Open Space and Recreation Land**
 - The City has determined that “Cash in Lieu of Dedication of Land” will be the method of meeting the park system contribution with this development.
 - The full amount of the Parks SDC will be assessed based on the adopted methodology which results in a fee of \$5,481.49 per multi-family dwelling unit at the time a building permit is issued.

FEES:

The following is a list of fees applicable to this project. See the City Master Fee Schedule on-line to verify fee amounts authorized:

- **Traffic Impact Study (TIS):** A \$500 deposit is needed to start the Traffic Scoping process for the industrial and apartment site. We will need firm square footage for the proposed buildings and knowledge of the likely intended uses for the industrial site. The completed Traffic Scope will indicate the estimated cost for DKS & Associates to complete the Traffic Study.
- **Planning Fees:**
 - **Type III Site & Design Review Application:** (Paid up front with application submittal)
 - Canby Commons: Base Fee of \$1500 up to 0.5 acres plus \$2,000 from 0.5 up to 2.5 acres, plus \$1,000 from 2.5 up to 7.6 acres = \$4,500
 - Sequoia Business Park: Base Fee of \$1500 up to 0.5 acre site plus \$2,000 from 0.5 to 2.5 acres plus \$500 from 2.5 up to 5.0 acres = \$4,000
 - **Private On-Site Engineering Plan Review Fee:** (Paid prior to release of building permit – need contractor/engineer estimate of improvements to verify fee amount due)
 - Canby Commons: A fee equal to 0.2% of total on-site construction cost excluding the buildings – capped at \$3,000 with a \$300 minimum.

- Sequoia Business Park: Same as above
- **System Development Charges:**
 - Canby Commons: To be calculated for each building permitted based on number of dwellings in the building. Cost for one DU is:
 - Storm water - \$114.56/unit
 - Wastewater - \$2,220.23
 - Parks - \$5,481.49
 - Transportation - \$2,184.36
 - Water (Inquire with Canby Utility for rates which are payable prior to actual system connection) – Approximately \$3,333.00
 - Sequoia Business Park: City needs exact square footage of buildings, size and number of domestic water meters to serve site, and likely use of the building(s) to accurately assess SDC's.
- **City Construction Excise Tax – Used for Street Maintenance**
 - \$0.25/sf for First 1,000 sf of unit, \$0.50/sf for Next 500 sf of unit size
- **Public Works Fees**
 - Street excavation (construction) permit fee (\$100 if you need to cut or trench the street to connect utilities) payable prior to building permit release
 - Driveway Return, Street Curb and/or Sidewalk Construction Inspection Fee (\$100) payable prior to building permit release
 - Street Tree Fees for New Development (\$200/tree based on a street tree plan or 1/every 30 linear feet of public street frontage) payable prior to building permit release
 - Erosion Control Fee: Payable upfront for whole site development prior to or with the 1st building permit - (\$845 for a 7.6 acre tract) - (\$695 for the 5.0 acre tract)
 - Sewer tap fee (\$100) payable prior to building permit release
- **Advanced Financing District fees**-planning will look into this to see if they are applicable to this development
- **Miscellaneous Fees:**
 - Preconstruction conference: \$100
 - Building Permit Site Plan review application (Required by the City when submitting an application to Clackamas County for a building permit to trigger final site review and preparation of release letter for building permit to the County)
 - City Sign Permit fee: \$50 for one sign plus \$10 for each additional sign
 - Check with Clackamas County Building Codes Division for building plan review and permit fees associated with structural, plumbing, electrical, mechanical, fire & life safety, and grading reviews
 -

Special Conditions, Questions Asked by Applicant of City, Site Design Considerations:

1. Neighborhood Meeting: There is no formal neighborhood association where the properties are located so notice is to those within 500' radius just as the City notice will provide with your mailing labels for the public hearing
2. New addresses have been assigned for both resulting parcels:

- 259 S Sequoia Parkway for the 7.6 acre Canby Commons parcel
 - 279 S Sequoia Parkway for the 5.0 acre Sequoia Business Park parcel
3. The proposed shared use driveway arrangement between the industrial and residential use and consolidation of the Arneson Park one-way exit drive into the second apartment access point provides a viable solution to meeting the driveway separation requirements on Sequoia Parkway. We will have to see if the proposed locations are considered ideal after receiving final input from the traffic study and from fire emergency access in terms of on-site circulation parameters.

VALIDITY

Information given in the pre-application conference is preliminary; during a more extensive review, staff may encounter additional standards and fee amounts may need to be adjusted upon receipt of more specific information.



Pre-Application Meeting

Sequoia Grove Apartments
November 10, 2015
10:30 am

Attended by:

Todd Gary, Canby Fire, 503-969-7459

Scott Taylor, SGA Engineering, 360-993-0911

Ron Naff, MDSS, 503-639-8045

Gary Stockwell, CU Electric Dept, 503-263-4307

Jerry Nelzen, Public Works Dept, 971-253-9173

Otto Gaither, IDM, 360-798-2282

Robert Lee, Wave Broadband, 971-338-3259

Jason Mattos, SGA Engineering, 360-993-0911

Hassan Ibrahim, Curran-McLeod Engineering, 503-684-3478

Doug Quan, CU Water Dept, 971-563-6314

Aaron Jones, IDM, 503-356-5005

Bryan Brown, Planning Dept, 503-266-0702

This document is for preliminary use only and is not a contractual document.

SGA, Jason Mattos

- We are amending the comprehensive plan and the pre-application meeting we had last December. We are basically proposing to do applications for both the industrial section to the south east and the multi-family apartment complex shown here. We want to propose two access points both of which are shared, one being between the industrial park and the multi-family apartments and the secondary access point with the park and multi-family apartments. Since we are proposing more than 100 units we need to have two access points.
- It appears all the utilities are available based on surveys from our earlier information.
- It will be a great project for the Canby community.

CURRAN-MCLEOD ENGINEERING, Hassan Ibrahim

- We had a pre-application meeting last December and I do not think much has changed. There are a few things I would like to mention, we have a criteria of a 200 foot spacing between accesses on one-side of the street and we need to make sure they are met.
- You will need to build a 6 foot sidewalk with a 5 foot planter strip between the curb and the front of the walk. It is a part of the master plan for the industrial park.
- You will need to apply for an erosion control permit through the city.
- Hassan handed out a copy of the as-builts for this section of Sequoia Parkway showing the utility placements. There are two sewer laterals stubbed to the site and one 8 inch water line. We would rather not cut the street and have you utilize what we have to the site.
- Making a connection to the sanitary sewer we will need to have a monitoring manhole in the public right-of-way to monitor what is going out of the site.
- Storm drainage is to be maintained on site and if you choose to do BMP's that is fine and if you choose to do drywell you will need DEQ to rule-authorization it.
- The driveways need to be industrial/commercial accesses with 8 inch thick concrete with reinforcement.

- I do not see if there would be a site distance issue, but we need to confirm it because you are on a radius. Scott asked what the speed limit was and the answer was 30 mph. Hassan said we need to look at the American Association of State Highway and Transportation (AASHTO) and look at their table.
- I read through this traffic study and it looks like we are embarking on signaling Hazeldell Way and Sequoia Parkway. Bryan said we will need to do another study because even though they just completed one it did not include the industrial park and they really need to do another one including the Sequoia Business Park along with the apartment complex. I have talked to the traffic consultants and one of the reasons is a 4 percent contribution towards the traffic signal and the study will specifically indicate what that cost is going to be. Aaron said we can do that and if you can email us what you need and Bryan said you will need to send us another \$500 dollar deposit. Hassan said it would be great to have DKS comment on the double access driveways and this study states we have issues at Hazeldell Way and at the Fred Meyer access with delays being at 50 seconds. Bryan said the Transportation System Plan (TSP) was amended and I think this proposal and the Sequoia Business Park, DKS will suggest we move the traffic signal up sooner rather than later. Hassan said if you see the last page of the recommendations, they are saying it needs to go in as a result of this development. Jason asked when this contribution of 4 percent would need to be paid and Bryan said my understanding is the 4 percent is on top of your normal System Development Charges (SDC) you pay per unit prior to occupancy. All SDC's are collected at the time the building permits are taken out for each individual building and based upon the number of units per building.
- Hassan said there are gas lines on both sides of Sequoia Parkway and Gary asked if they planned on having gas to the apartments and the answer was not in the units itself. We will definitely heat the pool, community center and hot tub with it. Gary said it makes a difference with my transformer sizing calculations and Otto said we can get you that information.
- We use Clean Water Services standards for the storm requirements. Jason asked who reviews it and Hassan said typically the county does, but we would like to look at it as well and see if we have any concerns.

PUBLIC WORKS DEPARTMENT, Jerry Nelzen

- You are planning on using the exist for Arneson Park and Jason said it was one of the main topics we wanted to cover today, like how we address these two parcels with a 200 foot spacing, opening and deleting approaches and deal with the driveway across the street. Can we meet all of those criteria and if not, what is a higher priority than the others. Jerry wanted to make sure there were not going to be any problems with the traffic flow to the park. Jason said we are looking at all the options with the existing approaches on both properties adjacent to this site and lining up the approach from across the street. Is there any concerns with the fire department? Todd said he thought they could work with the driveways, but we had some access issues on the inside we need to discuss. Bryan said he wanted to mention the driveway spacing is really important because it was the condition of the re-zoning and there is not a lot of flexibility. The condition stated you had to meet the spacing and could only have two driveways for the two lots you have and you have chosen to try to share both of them and potentially meet the spacing by adding the park exit access into your driveway. It

was asked if Bryan liked the idea and Bryan said both the Economic Development Director and I thought it was a fine idea. I do not know what the Parks Department will have to say, but we will need to get an access easement to allow the public to come across your private property to use your driveway. Otto said they would get the access easement done and Bryan said we are assuming with the proposal you would be constructing the cross access drive and the city would not be incurring any costs and the answer was yes. Discussion ensued. Consensus was both proposed driveway accesses will work as long as the spacing requirements are met and Hassan asked when you do the engineered drawings make sure you show this more clearly.

- We might have some street trees that could be effected and they will possibly need to be relocated. A representative said the worst case scenario would be remove and replant and Jerry said you could put them in on your turn radius and Otto said you want a plan to show where they would be located and the answer was yes. Discussion ensued. The consensus was a preliminary landscape plan would be drawn up. Scott said we can do both on the frontage and on-site tree placement. Otto asked what does the city do about on site tree removal and Jerry said those are your trees to deal with and Otto inquired when we do the road connection with the park land what about those trees. Jerry said you would have to fill out a tree removal permit, we will review it and see where we go from there. You can get the permit from Ronda.
- The other issue I have is we need to make sure all your stormwater stays on site. We need to make sure on your driveway approaches they are not sloping your stormwater onto our streets. I understand some water will come out to our street and I want it to be the bare minimum. I want to also make sure your stormwater does not go into our park either. It was asked if they knew how close the stormwater retention area can be from the property line and Hassan stated there are no requirements, it is just a slope stability and Jerry said he wanted to make sure as the apartments age and/or the change of ownership maintenance of the onsite storm system continues and it does not come out into our streets because at that time there is nothing we can do about it. If your system fails we want it to stay on site. Hassan said Clackamas County's building code requirements state you have to be at a 2 foot minimum from property line. The pond will have to be fenced and landscaped. It was asked if the city knew if there were any surface water leaving the site to the railroad property's low points and the answer was we do not know. Jerry said you will get into good draining material from 14 to 30 feet and other than that you have a clay layer.
- Were you planning on doing some sort of an access across the railroad tracks to the logging bridge walkway? The answer was we did not know how to start the conversation or if it was at all possible. Bryan said there has been attempts in the past and the owner of the railroad, Dick Samuels is absolutely refused to allow crossings over the tracks due to liability concerns. Therefore that means it would have to be an overpass and I do not know if it is feasibly cost wise. Fred Meyer was asked to look into it and we could not get Fred Meyer to do it. Jerry said it would be a real convenience and Bryan said we talked about it having a parallel walkway going south down to SE 4th Avenue and then cross the bridge to have access to the pathway. Discussion ensued. Bryan said it might be worth your while to consider in terms of the public hearing because I know there is likely to be citizens asking for some sort of crossing to the walking trail. May be if you were to explore the costs and what it would involve to get an overpass and it might dispel the connection. We might be able to

do a reduction in the parks SDC's. Otto asked what the requirement you need from us and Bryan said you will need to discuss this issue at a public hearing.

- Scott asked Jerry if there was any access easements on the sanitary sewer and Jerry said we will have the monitoring manhole at the PUE and everything beyond that point into your site is private.

CANBY FIRE DEPARTMENT, Todd Gary

- As I was looking at the plans there seems to be some inside access issues and as per code we need a 28 foot inside and a 48 foot outside radius. There are some very tight areas and the width is hard to scale from your plans on the roadways. It was asked what they needed for width and Todd asked if the buildings were 30 feet tall to the eaves? The answer was just under 30 feet to the eaves and Todd said if they were at 30 feet the width would be 26 feet and Otto said what about 24 feet and Todd said the standards are if the building is at 30 feet the roadway has to be at 26 feet.
- You will need to look at hydrant locations because they will be required and since the units will be sprinkled we can work a little bit on the access, just send me more information and we can work on it.
- We use the Knox boxes if you are using gate accesses.
- I sent you the information I use when evaluating accesses, it is the same standards Clackamas County uses.

CANBY UTILITY, ELECTRIC DEPARTMENT, Gary Stockwell

- Hassan asked Gary if there is a conflict with the vaults and Gary said we have a 644 and an 8 x 10 foot vaults in this area and Jason said we have a little bit of play to go around the vaults and it should work. Otto said you want us to make sure there are no conflicts and the answer was yes. Gary said as a last resort we can move the 8 x 10 vault, but it will be very costly to you for the movement.
- You are having a gated community and we will need access for utility purposes.
- We no longer offer leased lighting and your interior lighting on your premises will be strictly up to you.
- When we get closer to construction the gear selection, location and number of meters will have to be defined before I can get costs to you. Otto said they would have the electrician get in contact with you and Gary said the sooner the better. We do a case by case basis and you pay for your effect on the system.

CANBY UTILITY, WATER DEPARTMENT, Doug Quan

- You have an 8 inch water stubbed to your site.
- On the fire line you will have to install a DCDA vault on the property side of the public utility easement (PUE) for your fire system.
- Do you have an idea what size of the domestic service you will need for the number of units you are putting in? Jason said each building will take 1-1/2 inch services and Otto said we will be doing each building separately. Doug said you will have a master meter at the street and we do not allow publicly owned facilities on private property. Aaron said typically on other developments we have provided an access easement and Doug stated we do not go on private property and the master meter will be at the property line. I just need to know what

size of service you will need and if you are going to put in a swimming pool and if it is dry plumbed to the system it will have to be separated by an RP device and the irrigation system has to be separated by a double check and it can all be feed off the one master meter. Otto asked how do you charge for this and Doug said it is based on the meter size. Jason asked if they charged for fire also and Doug stated there is no SDC on fire, we build to your double check vault, which is at the property side of the PUE.

- It was asked if they could potentially come off the 8 inch main line meter and for the fire instead of having a completely separate fire system. Doug said you will have two separate systems and Jason said even if it is behind the meter. Doug said he did not know if you want to pay for the SDC's on an 8 inch meter on an 8 inch pipe and Jason said we have to anyway and Doug stated no, there is no SDC for fire system. You could have a 10 inch fire system and you are only paying for a double check. Bryan said the sewer SDC's are based on the water meter size, just for your information. Jason asked what the water pressure was in the area and Doug said the current flows are at 70 psi and I will let you know what the water main size is, they changed to different sized pipe in this section and I will get back to you. Discussion ensued. The representatives said they will look at all their options and get back to Doug.

WAVE BROADBAND, Robert Lee

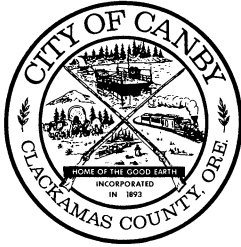
- Do you plan on having service boxes on the units for the internet, cable and telephone and the answer was one box. Robert asked if they had a mechanical room and Jason said they would have a home run to each building and then home runs to each of the units.

CITY OF CANBY, PLANNING DEPARTMENT, Bryan Brown

- We recommend doing separate applications for the apartments and the industrial site. It will be a Site and Design Review Type III applications and I think in the end it will benefit you in case there are any problems with one or the other application. You do not necessarily want them delaying each other and because they have separate zonings it might be easier to make sense out to the criteria and approvals.
- I talked with DKS and they do not have a problem doing a single traffic study for the two sites together since you never had the industrial park evaluated. You will need to provide site plans for both sites and we will need to know the types of the units, like studio, one, two and three bedrooms. You are more than welcome to visit with DKS and we will need to determine the scope of work for the additional study and I recognize you just did one and they seem fairly adamant in their experience around the region to do another study separate from the planning and zoning studies. Aaron told Bryan just let us know what you need.
- I put some of the cost estimates on the last page and it did not include the building permit fees for Clackamas County. The main thing is as we get closer to construction the estimated fees can change and I want you to be aware of that fact.
- You will need to do a neighborhood meeting with the business owners within a 500 foot area. Scott said do we need to do individual neighborhood meetings for each application and Bryan said you can do both at one neighborhood meeting.
- There was an address being utilized through the re-zoning process and we could not find it in the county records and we do not know where it came from, so we created more appropriate

addresses and they are listed in the memo. The apartments will be 259 S Sequoia Parkway and the industrial park will be 279 S Sequoia Parkway.

- Otto wanted to know what the process would be from this point. Bryan said basically you are going to take the suggestion from today's meeting and develop a site plan and a narrative meeting all the review criteria in the sections of the code mentioned in the memo. Submit the application for a Site and Design Review Type III application, which requires a public hearing from the Planning Commission. Upon submittal we have up to 30 days to determine if the application is complete and next the letter will notify you if are missing something or we declare it complete and give you a date for the public hearing. It takes about 25 days after we send the completion letter. Otto asked if the staff presents the proposal and Bryan said yes, we will do a staff report based upon the narrative you submit and we agree that you have met the requirements or a recommendation for the condition of approval. Our time line is basically two months and that includes the 10 day appeal period of the Planning Commission's decision. Otto asked who hears the appeal and Bryan stated the city council. Hassan said there will be a sign block on the cover sheet for the public improvements we will all sign them and Bryan will give you a letter to the county to release the building, plumbing and electrical permits.
- On the pedestrian connection I personally do not think we can require you to do it because you would have to cross someone else's property and that is not reasonable.
- Ron asked Bryan if you can have parking located in a required setback and Bryan said yes. Ron asked the minimum distance and Bryan said a 15 foot wide bumper strip on the edge of your property by the railroad and next to the industrial zone and 25 foot if you did not put a building or a parking lot in it. Ron said is that in the conditions of approval and the answer was yes. Hassan said the design standards are on the city's website.
- A question was asked about the #2 condition for the comprehensive plan on the noise attenuation and vibration, its wanting a report done and what is required for this report. Bryan said you need to have some analysis of evidence or proposal on how you can attenuate the noise in the buildings themselves, the units and account to the fact we have known the industrial noise is not that far from the site. Jason said is this for the tenants and Bryan said yes and it is to recognize we want a quality development and since we know there is noise in the area, we are expecting that there will be triple pane windows or something in the walls and it will address the issue for the noise standards. You just need to show you are addressing it and Otto asked Bryan who was approving this and Bryan stated the Planning Commission. They will be the judges of whether you are doing something satisfactorily addressing the noises in the area like Pioneer Pump specifically, because they do testing all night long on their pumps outdoors and they are loud. That is why the Planning Commission was concerned about the noise issue and to get the site rezoned approved we needed to address the concerns raised at the hearing. Otto stated this is a little hard to accomplish with no standards specifically and Bryan said you can set them and describe the work lowering decibels by 1 or 2 below what would be normally achieved at our other projects.
- It was asked what site work can be done, if any and Bryan said you can do some grading before the construction and building plans are approved and knowing you are doing it at your own risk. What is a little tricky now is the county may be requiring a separate grading permit and it would be best if you inquire with them on when they require for the grading permit.



BEFORE THE PLANNING COMMISSION
OF THE CITY OF CANBY

A REQUEST FOR SITE AND DESIGN)
REVIEW & MAJOR VARIANCE)
174 UNIT APARTMENT BUILDING)
AT 259 S SEQUOIA PARKWAY)

FINDINGS, CONCLUSION & FINAL ORDER
DR 16-02/VAR 16-01
SEQUOIA GROVE APARTMENTS

NATURE OF THE APPLICATION

The applicant is seeking site and design review and variance approval to construct a 174 unit apartment complex. The parcel that is to be developed was recently rezoned to the R-2 district after also receiving approval of a necessary corresponding amendment of the Comprehensive Plan land use map designation from HI Heavy Industrial to HDR High Density Residential. A Lot Line Adjustment application was approved to allow the boundary between two existing Tax Lots to be adjusted to follow the approved rezone boundary to accommodate this proposed development on its own lot. The recording of a replat to implement this approved lot boundary change is still necessary.

HEARINGS

The Planning Commission considered application **DR 16-01/VAR 16-01** after the duly noticed hearing on April 11, 2016 during which the Planning Commission by a 6/0 vote approved **DR 16-01/VAR 16-01**. These findings are entered to document the specifics of the approval.

CRITERIA AND STANDARDS

In judging whether or not a Site and Design Review application shall be approved, the Planning Commission determines whether criteria from the Code are met, or can be met by observance of conditions, in accordance with Chapters 16.49 Site and Design Review, 16.53 Variances, and other applicable code criteria and standards reviewed in the Staff Report dated April 11, 2016 and presented at the April 11, 2016 meeting of the Canby Planning Commission.

FINDINGS AND REASONS

The Staff Report was presented by staff with a recommendation for approval of the Site and Design Review and Variance applications (prior to and without benefit of the public hearing) along with Conditions of Approval in order to ensure that the proposed development will meet all required *City of Canby Land Development and Planning Ordinance* approval criteria.

After holding the public hearing where written and oral testimony was received from the applicant, other proponents, those who were neutral, and opponents in attendance; the Planning Commission closed the public hearing and moved into deliberation where they utilized the findings and conditions listed in the staff report along with the overall presentation record at the public hearing to make the following findings beyond those contained in the staff report to arrive at their decision and support their recommended conditions of approval:

Commission Findings and Approval for Modifications of Standards

CONCLUSION

In summary, the Planning Commission adopted the findings contained in the Staff Report along with the additional findings indicated above, concluded that the applications submitted meets all applicable approval criteria, and recommended that File #DR 16-01/VAR 16-01 be approved with the Conditions of Approval stated below. The Planning Commission decision is reflected in the written Order below.

ORDER

The Planning Commission concludes that based on the record on file including testimony of the applicant and public at the public hearing, and findings of the Planning Commission that the application will meet the requirements for approval. Therefore, **IT IS ORDERED BY THE PLANNING COMMISSION** of the City of Canby that **DR 16-01/VAR 16-01** is approved, subject to the following conditions of approval:

Conditions of Approval

1. Implementation of the approved lot line adjustment establishing the parcel boundary as proposed for the Sequoia Grove apartments shall be completed through a re-plat or County surveyor's office approved means prior to issuance of a building permit for this development.
2. The final construction plans shall provide detail for a separate pedestrian gate from that for vehicular traffic on the sidewalk connections from the public street.
3. The applicant shall provide a visually open type perimeter fence of durable and attractive material other than wood and provide details of the fence, the vehicular swing gates, and separate pedestrian gates with submittal of the final construction plans.
4. The design engineer shall submit to the City of Canby for review and approval at the time of final construction plan approval a storm drainage analysis and report applicable to the defined development area detailing how storm water disposal from both the building and the parking areas is being handled. Any drainage plan shall conform to an acceptable methodology for meeting adopted storm drainage design standards as indicated in the Public Works design standards.
5. The applicant shall contribute a 7.2% calculated proportional share of the cost associated with improving the storage length to the westbound left turn movement at Sequoia Parkway on 99E based on project contributing trips to the existing deficiency in the amount of \$720 based on a preliminary planning estimate of \$10,000 for the necessary restriping improvement as

recommended by ODOT.

6. On-street parking on Sequoia Parkway shall be expressly prohibited adjacent to this development to maintain adequate sight distance.
7. The site driveways shall be kept clear of visual obstructions.
8. The applicant shall submit lighting cut sheets of the on-site pole style, height, shielding and lumen output along with mounted light fixture detail to enable conformance with lighting standards with submittal of the construction plans.
9. The applicant shall submit landscaping detail to document plans to provide additional shrub and/or ground cover plant material for the immediate open landscape areas around the foundation of a typical building at the time of final construction plan approval.
10. The applicant shall complete the recordation of a suitable deed restriction on the property that satisfies the intent of the Comprehensive Plan/Rezoning Final Decision Order requirements indicated in Conditions of Approval #3, #4, and #8.
11. A Sediment and Erosion Control Permit will be required from the City prior to commencing any site work.
12. Prior to the issuance of a building permit, the installation of public or private utilities, or any other site work other than rough site grading; construction plans must be approved and signed by the City and all other utility/service providers. A Pre-construction Conference shall be held with sign-off on the final civil plans.
13. Clackamas County will provide structural, mechanical, grading, and review of Fire & Life Safety, Plumbing, and Electrical permits for this project.
14. Any future site signage must complete a City sign application to conform to sign standards and secure a building permit from Clackamas County prior to their installation.
15. Prior to occupancy of each portion of the complex, all associated landscaping plant material indicated on the submitted landscape plan shall either be installed with irrigation in place or sufficient security pursuant to the provision of CMC 16.49.100 (B).
16. This project shall meet 2014 Oregon Fire Code Appendix C for hydrant location and distribution.
17. The applicant shall contribute 4% of the planning level engineers estimate by DKS Associates provided as part of the record for this project for the installation of a traffic signal and associated improvements recommended by ODOT as indicated in the supplemental traffic memorandum prepared by DKS dated August 7, 2015 with approval of the rezone for this project. This would amount to a rough proportional share contribution to the City for implementation of a future signalization project to be added to the City's TSP and SDC capital improvement list for \$25,190 to be collected prior to issuance of the final building permit for this project and/or occupancy of the first structure is allowed.