

**PLANNING COMMISSION
Meeting Agenda
Monday – March 12, 2012
7:30 PM**

City Council Chambers – 155 NW 2nd Avenue

**Chair Dan Ewert – Vice Chair Randy Tessman
Commissioners Sean Joyce, Charles Kocher, John Proctor, Misty Slagle, Tyler Smith**

- 1. CALL TO ORDER**
- 2. CITIZEN INPUT ON NON-AGENDA ITEMS**
- 3. PUBLIC HEARINGS -**
 - a. Site and Design Review for Zoar Evangelical Lutheran Church located at 190 SW 3rd Avenue (DR-01)
- 4. NEW BUSINESS - None**
- 5. FINAL DECISIONS - None**
- 6. MINUTES**

January 23, 2012 Regular Planning Commission Minutes
- 7. ITEMS OF INTEREST/REPORT FROM STAFF**
- 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)
 - PROPOSERS** (Persons in favor of application) (Not more than 5 minutes per person)
 - OPPOSERS** (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 at the microphone with your name and address. 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 criteria listed on the wall.

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 of 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.

Print - Close

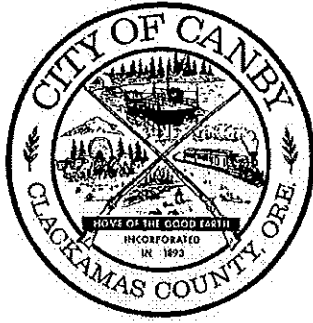
Transaction Details

Transaction detail for payment to City of Canby. Date: 02/28/2012 - 4:22:13 PM Transaction Number: 14437330PT Mastercard — XXXX-XXXX-XXXX-1153 Status: Successful				
Description	Reference #	Amt per Item	# Items	Total Amt
BUILDING/PLANNING DEPT	SN 02-03	\$50.00	1	\$50.00
Notes: Cricket Sign Account Information: First/Company Name: David Last Name: Lmaphere Address: City, State Zip: , Phone:				

Billing Information
 David Lmaphere
 1660 SW Bertha Blvd
 Portland, OR 97219

Total Paid:	\$50.00
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Transaction taken by: carla

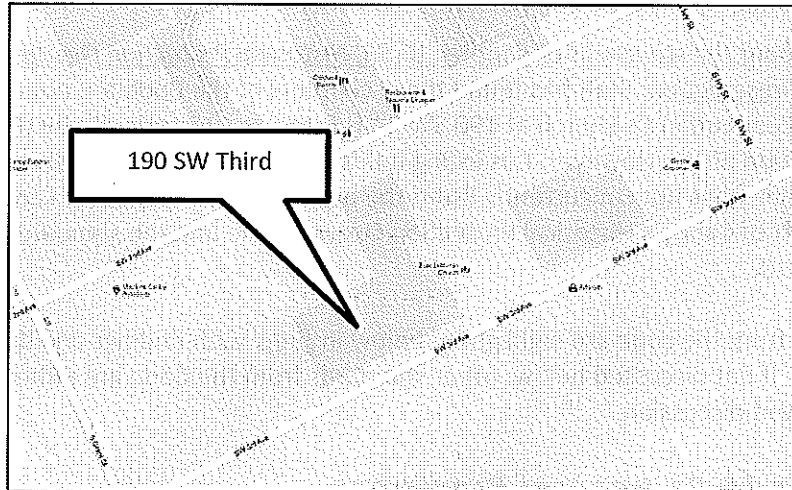


City of Canby

SITE AND DESIGN REVIEW STAFF REPORT

FILE #: DR 12-01

LOCATION: 190 SW Third Ave (see map below)



LOT SIZE AND ZONING: The site is approximately 1.73 acres and is zoned Highway Commercial (C-2)

TAX LOT: 31E33CD07000 and 31E33CD06600

COMPREHENSIVE PLAN DESIGNATION: Highway Commercial/High Density Residential

ZONING DESIGNATION: Highway Commercial (C-2)

OWNER/APPLICANT: Zoar Evangelical Lutheran Church, 190 SW 3rd

DATE OF PUBLIC HEARING: March 12, 2012

I. PROJECT OVERVIEW & EXISTING CONDITIONS

This application is for Phase II of a three phase development for a new church building. Phase I was finished in 2005 and included new classrooms, offices, restrooms, youth room, and storage/mechanical rooms. The proposed addition includes a multi-purpose room, kitchen, storage, and narthex with a bell tower, steeple, and cross. After Phase II is complete, the existing church will be torn down replaced with a parking lot. Worship services will be conducted in Phase II's multi-purpose room until Phase III is built. Phase III will entail worship space, supply area, bathroom, music room, classroom, and library.

II. ATTACHMENTS

- A. Submitted Design Review application containing:
 - a. Application form
 - b. Site and building plans
 - c. Landscaping illustrations
 - d. Neighborhood meeting notice and minutes
- B. Citizen and Agency Comments

III. APPLICABLE CRITERIA & FINDINGS

Major approval criteria used in evaluating this application were the following Chapters from the *City of Canby's Land Development and Planning Ordinance* (Zoning Code):

- 16.08 General Provisions
- 16.10 Off Street Parking
- 16.28 C-2 Highway Commercial Zone
- 16.43 Outdoor Lighting Standards
- 16.49 Site and Design Review
- 16.89 Application and Review Procedures

A note about the standards of Chapter 16.38, Historical Protection Overlay, and Chapter 16.110 Historic Preservation: Staff has found these chapters of the Code are not applicable review criteria. Zoar Lutheran Church at 190 SW 3rd is listed as a historic site by the Oregon Historic Preservation office. However, this listing holds very little historic preservation merit because the City of Canby has not concurrently listed the building as a city Historic Landmark, and therefore is not part of Canby's Historical Protection Overlay Zone and the standards of Chapters 16.38 and 16.110.

Excerpts from the code are highlighted below in **gray**, with findings and discussion after the citations. If not discussed below, other standards from the Code are either met fully and/or do not warrant discussion.

Chapter 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.

Findings:

A small portion of the northern portion of the proposed new church lies over the boundary of tax lots 31E33CD07000 and 31E33CD06600. The applicant has attempted to consolidate the tax lots, but because the two lots are in two different taxing districts, the request was denied by the County. This issue must be resolved and approved with the County prior to development. **This is a condition of approval.**

16.08.090 Sidewalks required.

A. In all commercially zoned areas, the construction of sidewalks and curbs (with appropriate ramps for the handicapped on each corner lot) shall be required as a condition of the issuance of a building permit for new construction or substantial remodeling, where such work is estimated to exceed a valuation of twenty thousand dollars, as determined by the building code. Where multiple permits are issued for construction on the same site, this requirement shall be imposed when the total valuation exceeds twenty thousand dollars in any calendar year.

B. The Planning Commission may impose appropriate sidewalk and curbing requirements as a condition of approving any discretionary application it reviews.

Findings: The submitted site plan show the old driveway approach/curb cut just south of the proposed new building. Per the criteria of this section, staff finds that the this old driveway approach/curb cut shall be closed and upgraded with a sidewalk connection built to city standards. **This is a condition of approval.**

16.08.150 Traffic Impact Study (TIS)

A. *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: The Planning Director determined that a TIS is not required because the development will result in an overall building area less than the building area prior to development, and therefore does not meet any of the above criteria.

Chapter 16.10 Off Street Parking & Loading

If not discussed below, standards from this chapter are either met fully and/or do not warrant discussion. The following excerpts from the Code necessitate discussion:

16.10.050 Parking standards designated

- *Places of public assembly, including churches, require 1.00 space per four (4) seats or eight (8) feet of bench length*

Findings: The submitted plans do not show conformance with the parking requirements from the above section of the Code. It has been communicated to the planning department that the ratio of building to parking spaces presently in existence will not change, however the submitted plans do not demonstrate this. Prior to development, the applicant must submit a detailed site plan or narrative demonstrating conformance with the above section of the Code. **This is a condition of approval.**

16.10.060.G

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.*

Findings: Staff is requesting that the planning commission waive the loading requirements of this section due to the non-commercial nature of a church use; therefore loading berths are not needed for the proposed development.

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:

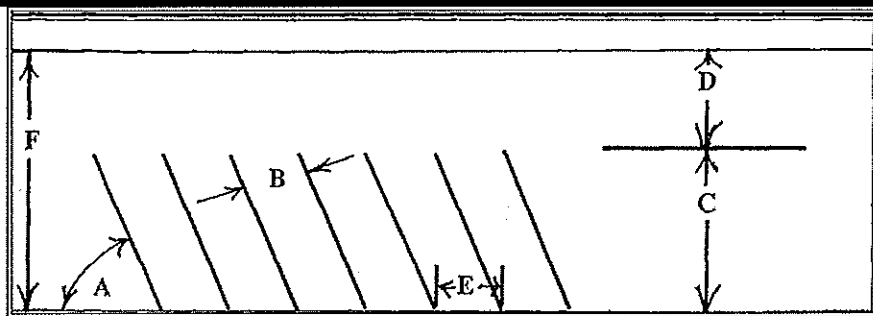
1. Parking lot design shall comply with the dimensional standards set forth in Figure 1 of this section:

TABLE 16.10.070
Minimum dimensional Standard for Parking

This table and Figure 16.10.070 provide the minimum dimensional standards for parking areas and spaces.

A = Parking angle in degrees
B = Minimum stall width
C = Minimum stall depth
D = Minimum clear aisle width
E = Minimum clear stall distance at bay side
F = Minimum clear bay width

A	B	C	D	E	F
0 (parallel)	8'0"	-	12'0"	22'0"	20'0"
30	8'6"	16'4"	12'0"	17'0"	28'4"
45	8'6"	18'9"	12'6"	12'0"	31'3"
60	8'6"	19'10"	18'0"	9'10"	37'10"
90	8'6"	18'0"	24'0"	8'6"	42'0"



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.

Findings: The submitted plans do not show conformance with the parking requirements from the above section of the Code. Prior to development, the applicant must submit a detailed site plan demonstrating conformance with the above section of the Code. **This is a condition of approval.**

16.10.070 Parking Lots and access, continued

4. The full width of driveways must be paved...

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.

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.

Findings: The submitted plans do not specify driveway and accessway dimensions or lighting plans. Prior to development, the applicant must submit detailed site and lighting plans showing conformance with the above section of the Code. **This is a condition of approval.**

16.10.070 Parking Lots and access, continued

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.

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

Findings: The submitted plans do not show conformance with the parking bumper and assessable parking requirements from the above section of the Code. Prior to development, the applicant must submit a detailed site plan demonstrating conformance with the above section of the Code. **This is a condition of approval.**

16.10.070. B: Access

6. To afford safe pedestrian access and egress for properties within the city, a sidewalk shall be constructed along all street frontages, prior to use or occupancy of the building or structure proposed for said property. The sidewalks required by this section shall be constructed to city standards...

Findings: Per the staff findings based on the Code criteria 16.08.090 (page 3 of this Staff Report, a condition of approval for this proposal is closing the old driveway approach/curb cut just south of the proposed new building and upgrading it with a sidewalk connection built to city standards, as stated in the Code section above.

16.10.070. B.8 Minimum Access Requirements

Minimum Access Requirements			
16.10.070(B)(8): Minimum access requirements for residential uses - ingress and egress for residential uses shall not be less than the following (except that in the case of flag lots, section 16.64.0400) shall apply):			
16.10.070(B)(9): Minimum access requirements for commercial or institutional uses - ingress and egress for commercial uses shall not be less than the following:			
Parking spaces required	Minimum number of accesses required	Minimum access width	Sidewalks & curbs (in addition to driveways)
1-4	1	12 feet	None required
5-99	1	20 feet	Curbs required; sidewalk on one side minimum
100-249	2	20 feet	Curbs required; sidewalk on one side minimum
Over 250	As required by Site and Design Review Board	As required by Public Works Director	

Findings: The submitted plans do not show conformance with the access requirements from the above section of the Code. Prior to development, the applicant must submit a detailed site plan demonstrating conformance with the above section of the Code. **This is a condition of approval.**

16.10.070. B.8 Minimum Access Requirements, Continued

11. *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...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:*

12. *Maximum driveway widths...:*

a. Unless otherwise herein provided, maximum driveway widths shall not exceed forty (40) feet:

Findings: The submitted plans do not show conformance with the access requirements from the above section of the Code. Prior to development, the applicant must submit a detailed site plan demonstrating conformance with the above section of the Code. **This is a condition of approval.**

16.10.100 Bicycle Parking

Findings: The submitted plans do not show conformance with the bicycle parking requirements from this section of the Code. Prior to development, the applicant must submit a detailed site plan demonstrating conformance with the Code's Bicycle Parking requirements. **This is a condition of approval.**

Chapter 16.28 C-2 Highway Commercial Zone

Findings: The proposed development complies with all the standards of the C-2 zone:

- A "church" is a permitted use
- Setbacks are met
- Maximum building heights are met, except that a church steeple is exempt from height standards, per 16.08.100
- The applicant's submitted landscape calculations indicate that the maximum lot coverage standards of 60% is met, but these areas are not shown on clearly on the site plans. Prior to development, the applicant must submit a detailed site plan demonstrating conformance with the maximum lot coverage standard of the C-2 Zone. **This is a condition of approval.**

16.43 Outdoor Lighting Standards

Findings: The submitted plans do not show conformance with the lighting requirements from this Chapter of the Code. Prior to development, the applicant must submit a detailed lighting plan demonstrating conformance with the Code's lighting requirements. **This is a condition of approval.**

16.49 Site and Design Review

16.49.030. A Site and design review approval required

A. The following projects require site and design review approval, except as exempted in (2) below:

- 1. All new buildings.**
- 2. All new mobile home parks.**
- 3. Major building remodeling above 60% of value.**
- 4. Addition of more than 5,000 square feet of additional gross floor area in a one year period.**
- 5. Construction activity which causes a decrease in pervious area in excess of 2,500 square feet in a one year period.**

None of the above shall occur, and no building permit for such activity shall be issued, and no sign permit shall be issued until the site and design review plan, as required by this ordinance, has been reviewed and approved by the Board and their designees for conformity with applicable criteria.

Findings: The proposed development includes a new building, and is there subject to Site and Design Review.

16.49.040.040 Site and Design Review Menu

The following Design Review Menu applies to the proposed development. Proposed point allocations are highlighted in dark gray.

Table 16.49.040 Site Design Review Menu

Required for approval: 70% of total possible points (15% of which must be from LID elements)

Design Criteria	Possible Points				
	0	1	2	3	4
Parking					
Screening of 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%	-	-
Access					
Distance of access to nearest intersection.	≤70 feet	71 - 100 feet	>100 feet	-	-
Pedestrian walkways from public street to building entrance.	One entrance connected.	-	All entrances connected.	-	-
Pedestrian walkways from parking lot to building entrance.	No walkways	Walkway next to building	No more than one undesignated crossing of access drive.	-	-
Tree Retention					
For trees outside of building footprint and parking/access areas (3 or more trees)	No arborist report or follows <10% of arborist report	Follows 25-50% of arborist report	Follows 51-75% of arborist report	Follows >75% of arborist report	-
Replacement of trees removed (percent of those recommended for retention in arborist report)	<50%	≥50%	-	-	-
Signs					
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	-	-	-

Not applicable to this development

Not applicable to this development

Design Criteria	Possible Points				
Location of sign	>25 feet from driveway entrance	Within 25 feet of driveway entrance	-	-	-
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	-	-	-
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%	-	-
Location of shrubs	Foreground	Background	-	-	-
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	-	Park
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 (existing buildings only)	None	Some downspouts disconnected	All downspouts disconnected	-	-

Design Criteria	Possible Points				
Shared parking with adjacent uses or public parking structure (% of total required parking spaces)	None	≤50%	≥50%	-	-
*Drought tolerant species per Metro's list.					

Findings:

The above highlighted point allocations were submitted by the applicant, except for the parking orientation, which staff has found is at the side and not the front of the building.

Staff has found that the loading requirement of the table is not applicable to this development. In addition, no arborist report was prepared and is therefore not applicable. Thus, there are 57 total possible points for this development. In order to pass, the development needs 39.9 points to pass this table, 8.55 must be LID points.

Based on the highlighted allocations above, the development has earned 37 points, 14 of those are LID points. The development does not meet the required number of design points. In order to meet the requirements of the point table, staff finds that the development could include an open space area with seating and weather protection in order to earn 4 points for “park or open space areas for public use”, and would therefore pass the point table.

In addition, many of the above point allocations are not reflected in the applicant’s submitted site plan or drawings for the proposed development. As a **condition of approval**, the following elements of the above table shall be shown in a site plan prior to the issuance of building permits:

- Parking lot lighting, in conformance with the standards of 16.43
- Designated pedestrian walkways and not more than one crossings across the accessway drive from the parking lot an entrance
- A sign plan or narrative demonstrating conformance with the “Signs” section of the above table
- An amended landscaping plan with a narrative showing conformance with the “Landscaping” section above, and a narrative or similar illustrations detailing how at least 75% of the selected species are drought tolerant. The Code suggests using a species that is drought tolerant per Metro.
- A site plan showing where pervious paving will be installed and showing that it is at least 10-50% of the total paved area of the development. Pervious paving materials may include grass pavers or porous concrete.
- A detailed stormwater management plan that demonstrates on-site stormwater treatments and the disconnection of downspouts (Also see Condition A(6) and B(10) regarding stormwater)
- A narrative demonstrating shared parking with adjacent uses for up to 50% of the total required parking spaces.
- An open space area for public use so that the development can earn 4 additional points in order to pass the point table

16.49.050 Conditions placed on site and design review approvals.

A. A site and design review approval may include restrictions and conditions. These restrictions and conditions shall be reasonably conceived to:

- 1.** Protect the public from the potentially deleterious effects of the proposal; and/or
- 2.** Fulfill the need for services created, increased or in part attributable to the proposal; and/or
- 3.** Further the implementation of the requirements of the Canby Municipal Code.

Findings:

Under the authorization of the above Code section, staff finds that the following additional condition of approval be placed on the proposed development:

The development shall comply with the requests from agencies that submitted comments, including comments from:

- Hassan Ibrahim, City Engineer, provided comments regarding driveway improvements, driveway materials, and ADA standards. Also provided comments pertaining stormwater management and storm drainage plans. The development shall dispose of all stormwater on-site and shall be approved by the City Engineer, Public Works, and the Oregon Department of Environmental Quality (DEQ).
- Darvin Tramel, City of Canby Environmental Services Manager/Industrial Pretreatment Coordinator, requesting that a City-approved grease removal device be incorporated into plumbing designs.
- Dinh Vu, Canby Telcom, suggesting a 1" communications CAT5 conduit and other communications infrastructure options.

16.49.080 General Provisions for landscaping

A. The standards set forth in this section are minimum standards for landscaping.

B. The purpose of these landscaping standards is to provide uniform standards for the development and maintenance of the landscaping of private property and public rights-of-way. The purpose of landscaping is to improve the livability of residential neighborhoods, enhance the customer attraction of commercial areas, increase property values, improve the compatibility of adjacent uses, provide visual separation and physical buffers between incompatible adjacent land uses, provide visual relief from the expanse of parking lots, screen undesirable views, contribute to the image and appeal of the overall community, and mitigate air and noise pollution.

These standards are also intended to facilitate Low Impact Development (LID) techniques through the retention of existing native vegetation and mature, healthy trees, to the extent feasible. Additional LID related goals of this chapter are to: reduce erosion and storm water runoff; preserve and promote urban wildlife habitats; reduce the amount of carbon dioxide in the air; shade and reduce the temperature of adjacent waterways; and enhance the streetscapes along the city's public rights-of-way with an emphasis on trees and LID stormwater facilities.

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:

- 1.** Fifteen (15) percent for all industrial and commercial zones (except the Downtown-

Commercial zone, but including the Commercial-Residential zone).

Findings:

- The proposed development is in the C-2 Zone, which requires a 15% minimum area of the development to be landscaped. The applicant is re-developing the church in three phases, so staff finds that the landscaping calculations shall be based the developments of all phases combined.
- Five trees are proposed to be retained; the development shall follow the provisions of 16.49.080.F pertaining to tree and plant protection during construction. **This is a condition of approval.**
- Species native to the Pacific Northwest are encouraged because they are adapted to the climatic conditions and dry seasons of the Northwest. Refer to the City's tree list for more guidance. Landscaping shall be maintained in accordance with the provisions of the most recent edition of the Sunset Western Garden Book. **This is a condition of approval.**

16.49.080.L-P, General Provisions for landscaping, continued

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 hardy and drought-resistant landscaped area.*
- 2. Consider soil type and depth, spacing, exposure to sun and wind, slope and contours of the site, building walls and overhangs, and compatibility with existing native vegetation preserved on the site or in the vicinity.*

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.*

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.

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

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

Findings: The development shall comply with the above standards. The applicant shall submit a landscaping plan with a narrative that demonstrates compliance with the above Code requirements. **This is a condition of approval.**

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. Bareroot 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.

Findings: The applicant shall comply with the above standards. The applicant shall submit a landscaping plan with a narrative that demonstrates compliance with the above Code requirements. **This is a condition of approval.**

16.49.100 Landscaping installation and maintenance.

A. *Except as allowed by subsection (2), all landscaping and exterior improvements required as part of the site and design review approval shall be completed prior to the issuance of any certificate of occupancy.*

C. *All landscaping approved through the site and design review process shall be continually maintained, including necessary watering, weeding, pruning and replacement, in a manner substantially similar to that originally approved by the Site and Design Review Board, unless later altered with Board approval.*

Findings: The development shall comply with the above standards. The applicant shall submit a landscaping plan with a narrative that demonstrates compliance with the above Code requirements. **This is a condition of approval.**

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.

C. Landscaping Within a Parking Lot.

1. *Area within a parking lot shall include the paved parking and maneuvering area, as well as any paved area within ten (10) feet of any exterior face of curb surrounding the paved parking and maneuvering area.*
2. *Each interior landscaped area shall be a minimum of six (6) feet wide, unless the area*

is added to the required perimeter landscaping.

Findings:

Staff finds that parking lot landscaping standards apply to this development, based on the above Code criteria. Based on the above section of the code, the landscaping strips to the north and south of the parking lot are not technically part of the parking lot area because they are not paved.

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 subsection (6) below.*

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

- 1. Reach a mature height of forty (40) feet. Trees must be at least three-inch (3") caliper at the time of planting.*
- 2. Cast moderate to dense shade in summer.*
- 3. Be long lived, i.e., over sixty (60) years.*
- 4. Do well in an urban environment:*
 - a. Be pollution tolerant; and*
 - b. Be tolerant of direct and reflected heat.*
- 5. Require little maintenance:*
 - a. Be mechanically strong;*
 - b. Be insect and disease resistant; and*
 - c. Require little pruning.*
- 6. Be resistant to drought conditions.*
- 7. Be barren of fruit production.*

Findings:

The applicant is requesting that they not be held to the above interior landscaping island requirement of having a landscape island to break up rows of parking more than 8 spaces in lots having more than 16 total spaces so that the applicant will not lose parking spaces. The Planning Commission may wish to interpret this section of the code as only applying to large scale commercial developments and not a church, and/or that the addition of a landscape island within a row a parking spaces is not needed until 16 spaces exist in a row, which would thereby exempting this proposal from the above standard.

Staff finds that the parking stall angles could be altered to perpendicular spaces and that the designs could incorporate compact car space, and thus create more spaces and lessen the burden of the above landscaping island standard (per Code section 16.10.070 on page 4 of this Staff Report. Complying with this standard would meet the intent of the landscaping section as stated in 16.49.080, including the intent to "provide visual relief from the expanse of parking lots".

The applicant's site plan appears to have five islands on the west and east ends of the parking lot, however the dimensions are not shown on the submitted plans nor is it specified if these islands are for landscaping. If the above Code standard is to be upheld, and if these areas are landscaping islands, then these islands must contain at least one tree that meets the above standards.

The applicant shall submit a landscaping plan with a narrative that demonstrates compliance with the above Code requirements. **This is a condition of approval.**

G. Perimeter of Parking and Loading Areas:

1. Screening of parking and loading areas is required. Within three (3) years of planting, screening shall be of such height and density as to shield vehicle headlights from head-on visibility.

2. In addition, one (1) deciduous, evergreen and/or shade tree shall be planted every forty (40) feet, minimum, along the required setback of the vehicular use area.

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 150 feet of all plant materials to be maintained.

Findings: The applicant shall comply with the above standards. The applicant shall submit a landscaping and irrigation plan with a narrative that demonstrates compliance with the above Code requirements. **This is a condition of approval.**

16.89 Application and Review Procedures

This application is being processed as a Type III Site and Design Review. Proper notice of this application and this hearing was mailed to owners of lots within 500 feet of the subject development, posted at the Development Services Building, published in the *Canby Herald*, and a neighborhood meeting was held.

IV. PUBLIC TESTIMONY

Notice of this application and opportunity to provide comment was mailed to owners of lots within 500 feet of the subject properties and to all applicable public agencies on November 17, 2011. As of the date of this Staff Report, the following comments were received by City of Canby from the following persons/agencies:

- Hassan Ibrahim, City Engineer, dated 2/24/2012: Provided comments regarding driveway improvements, driveway materials, and ADA standards. Also provided comments pertaining stormwater management and storm drainage plans.
- Darvin Tramel, City of Canby Environmental Services Manager/Industrial Pretreatment Coordinator, dated 2/22/2012, requested that a City-approved grease removal device be incorporated into plumbing designs.
- Dinh Vu, Canby Telcom, dated 2/24/2012, suggesting a 1" communications CAT5 conduit to

be maintained by the owner in conjunction with the development and commenting on connections.

CONDITIONS OF APPROVAL

Approval of this application is based on submitted application materials and public testimony. 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 12-01, including all conditions of approval, shall first require an approved modification in conformance with the relevant sections of the Canby Municipal Code. Staff concludes that, with conditions, the application will meet the requirements for site and design review approval. Staff has concluded the following conditions of approval:

A. Design Conditions:

Prior to issuance of Building Permits the following must be completed:

1. Per the criteria of 16.08.090, the old driveway approach/curb cut to the south of the proposed church building shall be closed and upgraded with a sidewalk connection built to city standards.
2. Prior to development, the applicant must submit a detailed site plan and/or narrative demonstrating conformance with the parking and access standards of 16.10.050 and 16.10.070.
3. Prior to development, the applicant must submit a detailed site plan and/or narrative demonstrating conformance with the bicycle parking standards of 16.10.100
4. Prior to development, the applicant must submit a detailed site plan and/or narrative demonstrating conformance with the lighting standards of Chapter 16.43 and the standards of 16.10.070.A.5 pertaining to offsite light glare.
5. Prior to development, the applicant must submit a detailed site plan demonstrating conformance with the maximum lot coverage standard of 60% of the C-2 Zone, Chapter 16.28.030.
6. Prior to development, the applicant must submit a detailed site plan and/or narrative demonstrating conformance with the design menu standards of Table 16.49.040, including the following elements:
 - Parking lot lighting, in conformance with the standards of 16.43
 - Designated pedestrian walkways and not more than one undesignated crossing across the accessway drive from the parking lot to the building entrance
 - A sign plan or narrative demonstrating conformance with the "Signs" section of the above table pertaining to the signage being less than 50% if the allowed maximum size.
 - An amended landscaping plan with a narrative showing conformance with the "Landscaping" section above, and a narrative or similar illustrations detailing

how at least 75% of the selected species are drought tolerant. The Code suggests using a species that is drought tolerant per Metro.

- A site plan showing where pervious paving will be installed and showing that it is at least 10-50% of the total paved area of the development. Pervious paving materials may include grass pavers or porous concrete.
 - A detailed stormwater management plan that demonstrates on-site stormwater treatments and the disconnection of downspouts (Also see Condition A(6) and B(10) regarding stormwater)
 - A narrative demonstrating shared parking with adjacent uses for up to 50% of the total required parking spaces.
 - An open space area for public use so that the development can earn 4 additional points in order to pass the point table
7. The development shall comply with the requests from agencies that submitted comments, including comments from:
- Hassan Ibrahim, City Engineer, provided comments regarding driveway improvements, driveway materials, and ADA standards. Also provided comments pertaining stormwater management and storm drainage plans. The development shall dispose of all stormwater on-site and shall be approved by the City Engineer, Public Works, and the Oregon Department of Environmental Quality (DEQ).
 - Darvin Tramel, City of Canby Environmental Services Manager/Industrial Pretreatment Coordinator, requesting that a City-approved grease removal device be incorporated into plumbing designs.
 - Dinh Vu, Canby Telcom, advising a 1" communications CAT5 conduit and other communications infrastructure options.
8. The applicant shall submit a landscaping plan with a narrative that demonstrates compliance with the Code requirements pertaining to the landscaping, tree protection, vegetative species selection, landscaping maintenance, of 16.49.080, 16.49.090, 16.49.100, and 16.49.120.

B. Procedural Conditions:

Prior to issuance of Building Permits the following must be completed:

1. The applicant may submit the civil construction drawings separate from the building permit submittal package for final preconstruction conference sign-off approval.
2. A Pre-Construction Conference with sign-off on all final plans is required.
3. The property owner's design engineer shall provide 3 copies of the final Storm Drainage Report detailing infiltration and drainage analysis with the final construction plans submittal.
4. A Grading and Erosion Control Permits will be required from the City prior to commencing site work.
5. The building permit application shall include a revised set of all full size contract ready development plans (including site plan, landscape plan, elevations, etc.) which depicts

each of the written conditions to the satisfaction of the City Planning Department. All written conditions must be met prior to final occupancy of the building unless otherwise noted.

6. Prior to the issuance of a building permit, installation of public utilities, or any other site work other than rough site grading, and construction plans must be approved and signed by the City and all other utility/service providers. The design, location, and planned installation of all roadway improvements and utilities including but not limited to water, electric, sanitary sewer, natural gas, telephone, storm water, cable television, and emergency service provision is subject to approval by the appropriate utility/service provider. The City of Canby's preconstruction process procedures shall be followed.
7. Construction plans shall be designed and stamped by a Professional Engineer registered in the State of Oregon.
8. Clackamas County will provide structural and mechanical review of Fire & Life Safety, Plumbing, and Electrical permits for this project. Fire & Life Safety approval must also be obtained from Canby Fire prior to issuance of a City building permit.
9. A non-residential wastewater survey must be submitted for review and approval prior to final building occupancy.
10. The development shall dispose of all stormwater on-site and shall be approved by the City Engineer, Public Works, and the Oregon Department of Environmental Quality (DEQ).
11. The applicant and the city shall receive approval from Clackamas County to build over the boundary between lots tax lots 31E33CD07000 and 31E33CD06600.
12. Approval of this Site and Design Review for Phase II plans, including the construction and occupancy of the new Phase II building, the demolition of the existing church, the construction of a replacement parking lot where the old church is removed, and completion of landscaping and lighting plans is specifically based on the completion of all of the above aspects in a logical and timely manner per the schedule submitted by the applicant.

V. Decision

Based on the application submitted and the facts, findings and conclusions of this report, Staff recommends that the Planning Commission **approve** Site and Design Review DR 12-01 pursuant to the Conditions of Approval presented in this Staff Report in Section IV.



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

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: _____ Daytime Phone: _____
 Mailing Address: _____ Fax Number: _____
 City/State: _____ Zip: _____ Email: _____

Representative Name: _____ Daytime Phone: _____
 Mailing Address: _____ Fax Number: _____
 City/State: _____ Zip: _____ Email: _____

Property Owner Name: ZOAR Evangelical Lutheran Church Daytime Phone: (503) 266-4061
 Signature: [Signature] Tony Rutz, President
 Mailing Address: 190 S.W. Third Ave. Fax Number: None
 City/State: Canby, OR Zip: 97013-4142 Email: ZOAR@CANBY.COM

Property Owner Name: _____ Daytime Phone: _____
 Signature: _____
 Mailing Address: _____ Fax Number: _____
 City/State: _____ Zip: _____ Email: _____

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

- All property owners represent that 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.
- 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.
- 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 INFORMATION:

190 S.W. Third Ave. 1.73 acres 06600 and 07000
 (Street Address or Location of Subject Property) (Total Size of Property) (Assessor Tax Lot Numbers)
Church buildings and parking lot C-2
 (Existing Use, Structures, Other Improvements on Site) (Zoning) (Comp Plan Designation)

PROPOSED PROJECT INFORMATION:

This is Phase II of a 3 phase project to replace our existing church building.
 (Describe the Proposed Development or Use of Subject Property)

STAFF USE ONLY - DO NOT WRITE BELOW - STAFF USE ONLY				
<u>DR12-01</u>	<u>8:10.12</u>	<u>[Signature]</u>		
FILE #	DATE RECEIVED	RECEIVED BY	RECEIPT #	DATE APP COMPLETE

SITE AND DESIGN REVIEW APPLICATION – TYPE III

Instructions to Applicants

NOTE: All required application submittals detailed below must also be submitted in electronic .pdf format on a CD. Required application submittals include the following -

Applicant City
Check Check

- One (1) copy of pages 1, 2, 3, 4, and 5 of this application packet. Pages 2, 3, and 4 include a checklist; this checklist should be included in the application with all relevant items checked by the applicant in the "applicant" column. If any items are considered to be not applicable, the omissions should be explained on a separate sheet. The City may request further information at any time before deeming the application complete.

- Payment of appropriate fees – cash or check only. Checks should be made out to the City of Canby.

<p>Total Fee = Size Component (based on acreage) + Public Improvement Component</p> <p>Size Component \$1,500 first 0.5 acres \$100 for each additional 0.1 acre from 0.5 acre up to 2.5 acres \$100 for each additional 0.5 acre from 2.5 acres up to 8.0 acres \$100 for each additional 1.0 acre from 8.0 acres up to 13 acres \$5,000 Maximum for 13 acres and above</p> <p>Public Improvement Component 0.3% of total estimated public improvement cost (to be submitted with design review application). No Cap on cost.</p>

- 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.

- Twenty (20) copies of a written statement, on 8-1/2" x 11" paper, describing the proposed development and detailing how it conforms with the Municipal Code and with the approval criteria, including the applicable Design Review Matrix, and availability and adequacy of public facilities and services.

with statements

- Ten (10) copies of a traffic impact analysis, 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 analysis), including an accident report for the adjacent roads and nearby intersections, for any project that results in any one of the following:

N/A

with statement

- A. More than one access onto any collector or arterial street (such streets being designated by the City of Canby Transportation System Plan);
- B. More than six (6) residential units that enter onto any collector or arterial street;
- C. Any multiple family dwellings (apartments, condominiums, townhouses, etc.) with more than six (6) units; or
- D. Industrial or commercial enterprises which generate more than one hundred (100) vehicle trips per day.

SITE AND DESIGN REVIEW APPLICATION – TYPE III

Applicant City
 Check Check

- 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. *Meeting notice is Attached. Minutes and list of Attendees will be Furnished on 2/24/12*
- 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.

*N/A
 with
 statement*

- 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.

- Twenty (20) paper copies of the proposed plans, printed to scale no smaller than 1"=50'. The plans shall include the following information:

- A. Vicinity Map. Vicinity map at a scale of 1"=400' showing the relationship of the project site to the existing street or road pattern.
- B. Site Plan.
 The following general information shall be included on the site plan:
 1. Date, north arrow, and scale of drawing;
 2. Name and address of the developer, engineer, architect, or other individual(s) who prepared the site plan;
 3. Property lines (legal lot of record boundaries);
 4. 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;
 5. Location of all jurisdictional wetlands or watercourses on or abutting the property;
 6. Finished grading contour lines of site and abutting public ways;
 7. Location of all existing structures, and whether or not they are to be retained with the proposed development;
 8. Layout of all proposed structures, such as buildings, fences, signs, solid waste collection containers, mailboxes, exterior storage areas, and exterior mechanical and utility equipment;
 9. Location of all proposed hardscape, including driveways and parking lot layout, specially designated spaces for compact cars and handicapped spaces, loading areas, bicycle paths, bicycle parking, sidewalks, and other pedestrian ways;
 10. Callouts to identify dimensions and distances between structures and other significant features, including property lines;
 11. Location of vision clearance areas at all proposed driveways and streets.

SITE AND DESIGN REVIEW APPLICATION – TYPE III

Applicant City
Check Check

N/A

C. Infill Home Plan (where applicable).

An Infill Home is a single-family dwelling, manufactured home, two-family dwelling, duplex, or triplex being constructed or remodeled on a lot where existing homes (i.e., sfd's, apartments, duplexes, triplexes, etc.) that have pre-existed for at least 5 years are located on two adjacent sides, and each adjacent home is within 25 feet of the common lot line with the Infill Home.

The following general information shall be included on the infill home plan:

1. Lot coverage of Infill Home;
2. Detail how Infill Home garage standards are met;
3. Illustrate location and setbacks of each adjacent home; and if the closest adjacent home has a front yard setback of 30 feet or less, then detail how the Infill Home's front yard setback is within 5 feet of the adjacent home's setback; and
4. Detail how the step-up standard is being met.

D. Landscape Plan.

The following general information shall be included on the landscape plan:

1. Layout and dimensions of all proposed areas of landscaping;
2. Proposed irrigation system;
3. 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);
4. Identification of any non-vegetative ground cover proposed, and dimensions of non-vegetative landscaped areas;
4. Location and description of all existing trees on-site, and identification of each tree proposed for preservation and each tree proposed for removal;
5. 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.

E. Elevations Plan.

The following general information shall be included on the elevations plan:

1. Profile elevations of all buildings and other proposed structures;
2. Profile of proposed screening for garbage containers and exterior storage areas;
3. Profile of proposed fencing.

N/A

N/A

F. Sign Plan.

1. Location and profile drawings of all proposed exterior signage.

NO NEW SIGNS

G. Color and Materials Plan.

1. Colors and materials proposed for all buildings and other significant structures.

SAME AS Phase I



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

Page 5 is filled out.
An additional page showing breakdown between Phase I and Phase II is enclosed.
Detailed calculations for each phase are available if needed.

SITE AND DESIGN REVIEW APPLICATION: LANDSCAPING CALCULATIONS

Site Areas

1. Building area	12,280	- Square footage of building footprints
2. Parking/hardscape	17,602	- Square footage of all sidewalks, parking, & maneuvering areas
3. Landscaped area	7,330	- Square footage of all landscaped areas
4. Total developed area	37,212	- Add lines 1, 2 and 3
5. Undeveloped area	37,863	- Square footage of any part of the site to be left undeveloped.
6. Total site area	75,075	- Total square footage of site

Required Site Landscaping (Code 16.49.080)

7. Percent of landscaping required in Zoning District	15%	- 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	5,582	- Multiply line 4 and line 7
9. Proposed square footage of landscaping	7,330	- 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	C-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	28,509 *	- 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	N/A	- 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	4,276	- 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	4,648	- Calculate the amount of landscaping proposed within 10 feet of all parking and maneuvering areas.

SITE AND DESIGN REVIEW APPLICATION: PARKING LOT TREE CALCULATION

16. Number of parking spaces	50 **	- Total number of vehicle parking spaces
17. Area of parking lot & hardscape	28,509	- Area from line 12
18. Number of parking spaces (line 16) divided by 8	7	- Round up to the nearest whole number
19. Area of parking lot area (line 17) divided by 2,800	11	- Round up to the nearest whole number
20. Number of required trees in parking lot	11	- Fill in the larger of row 18 and row 19
21. Number of trees provided within 10 feet of parking lot	18	- Fill in the number of proposed trees within 10 feet of parking and maneuvering areas.

* includes east portion (previously paved) of south parking lot. ^{existing}

** 50 paved parking spaces plus 29 unpaved spaces.

Don't think should include northern gravel lot

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..

E. The Board 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 Board shall not use the requirements of this section to exclude needed housing types. However, consideration of these factors shall not prevent the Board 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.

F. 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. (Ord. 848, Part III, section 2, 1991; Ord. 955 section 24 & 25, 1996; Ord 1237, 2007, Ord 1296, 2008)

Table 16.49.040 Site Design Review Menu

Required for approval: 70% of total possible points (15% of which must be from LID elements)

W/ total pts possible = 27 pts for 70%, 6.49 pts for 15%

Design Criteria	Possible Points				
	0	1	2	3	4
Parking					
Screening of 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%	-	-
Access					
Distance of access to nearest intersection.	≤70 feet	71 - 100 feet	>100 feet	-	-
Pedestrian walkways from public street to building entrance.	One entrance connected.	-	All entrances connected.	-	-
Pedestrian walkways from parking lot to building entrance.	No walkways	Walkway next to building	No more than one undesignated crossing of access drive.		
Tree Retention					
	0	1	2	3	4

0
1
0
2
2
2
2

functions, determine whether there is compliance with the following A through D, and with Criteria 4, 5, and 6 below:

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
2. The proposed design of the development is compatible with the design of other developments in the same general vicinity; and
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.
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.
5. The Board shall, in making its determination of compliance with subsections B through D above, 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, in regards to subsections B, C, and D above, if the following conditions are met:
 - a. The development accumulates a minimum of 70 percent of the total possible number of points from the list of design criteria in Table 16.49.040; and
 - b. At least 15 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).

B. In review of a Type II Site and Design Review Application described in Section 16.49.035.A.1, the Planning Director shall, in exercising his powers, duties or functions, determine whether there is compliance with the DCO site and design review standards set forth in 16.41.070.A through F, and with Criteria 4, 5, and 6 below.

C. In review of a Type III Site and Design Review Application described in Section 16.49.035.A.2, the Board shall, in exercising or performing its powers, duties or functions, determine whether there is compliance with the INTENT of the DCO site and design review standards set forth in 16.41.070.A.1, 16.41.070.B.1, 16.41.070.C.1, 16.41.070.D.1, 16.41.070.E.1, and 16.41.070.F.1, and with Criteria 4, 5, and 6 below.

D. The Board 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

Design Criteria	0	1	Possible Points 2	3	4
For trees outside of building footprint and parking/access areas (3 or more trees)	No arborist report or follows <10% of arborist report	Follows 25-50% of arborist report	Follows 51-75% of arborist report	Follows >75% of arborist report	-
Replacement of trees removed (percent of those recommended for retention in arborist report)	<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	-	-	-
Location of sign	>25 feet from driveway entrance	Within 25 feet of driveway entrance	-	-	-
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 descretion of the Site and Design Review Board				
Size of building (smaller is better)	>20,000 square feet	≤20,000 square feet	-	-	-
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%	-	-
Location of shrubs	Foreground	Background	-	-	-
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	-	Park
Use of drought tolerant species* in landscaping (% of total plants)	<25% drought tolerant	-	25-50% drought tolerant	51-75% drought tolerant	>75% drought tolerant

3
1
2
2
1
1
2
2
1
1
2
1
2
1
2
0
4

Design Criteria	0	1	Possible Points	2	3	4
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 (existing buildings only)	None	Some downspouts disconnected	All downspouts disconnected	-	-	-
Shared parking with adjacent uses or public parking structure (% of total required parking spaces)	None	<50%	≥50%	-	-	-
*Drought tolerant species per Metro's list.						
Total Possible Points = 61						

2
0
0
2
1
41

(Ord 1296, 2008; Ord 1338, 2010)

16.49.050 Conditions placed on site and design review approvals.

A. A site and design review approval may include restrictions and conditions. These restrictions and conditions shall be reasonably conceived to:

1. Protect the public from the potentially deleterious effects of the proposal; and/or
2. Fulfill the need for services created, increased or in part attributable to the proposal; and/or
3. Further the implementation of the requirements of the Canby Municipal Code.

B. The following types of conditions are specifically contemplated by subsection (1) of this section, and the listing below is intended to be illustrative only and not to be construed as a limitation of the authority granted by this section.

1. Development Schedule. A reasonable time schedule may be placed on construction activities associated with the proposed development, or any portion thereof.
2. Dedications, Reservation. Dedication or reservation of land, or fee in lieu thereof for park, open space purposes, rights-of-way, bicycle or pedestrian paths, green way, riverbank or easements; the conveyance of title or easements to a homeowners' association.
3. Construction and Maintenance Guarantees. Security from the property owners in such an amount that will assure compliance with approval granted.

Page 2 of application

STATEMENT DESCRIBING THE PROPOSED DEVELOPMENT, ETC.

This is Phase II of a 3 phase development which will result in a completely new church building to replace our existing building which was built in 1927, with additions built in 1951 and 1962.

Phase I was finished in 2005 and includes Sunday school rooms (also used during the week for pre-school), offices for staff, rest rooms, youth room, janitorial closet and a mechanical room for telephone - fire alarm system - security system - electronic access to each room - etc. The mechanical room will eventually be electronically linked to each room in all 3 phases.

The proposed Phase II portion includes a multi-purpose room, commercial kitchen, storage room and storage in an upstairs mezzanine, extra room which will temporarily house the library, and a narthex which will have on its northern end the main entrance with the bell tower above it and the steeple and cross above that. Until Phase III is built we will conduct our worship services in the multi-purpose room.

After Phase II is built we will deconstruct our existing building and then pave that site with pervious asphalt.

The future Phase III will house the sanctuary (worship auditorium), small sacristy (for altar supplies), small bathroom, music room, class room and library.

CONFORMING WITH MUNICIPAL CODE AND APPROVAL CRITERIA

The new building is architecturally designed to completely conform to the municipal code and the approval criteria in all respects. Although we made the old building wheelchair accessible by building two separate ramps, we will not need any ramps in the new building since it is all on one level if access is through the main entrance. Because of the slope of the lot there are small exterior ramps for the Second Avenue entrance and for the Third Avenue entrance.

CONFORMING WITH THE APPLICABLE DESIGN REVIEW MATRIX

The problem with the design review matrix is that it is for commercial buildings instead of churches. For example, the first design criteria is parking. The first line item under parking concerns screening of loading facilities. Unlike commercial businesses a church does not have loading facilities. Therefore we are not allowed to earn two points. The third line item involves parking location (behind building is best). A properly designed church should have all (or nearly all) of its parking in front of the church with the main entrance clearly visible from the parking lot. Again we are not allowed to earn two points. Although the rest of the matrix probably is designed more for commercial buildings, if we were allowed the four points shown above we probably would score high enough on the matrix to "pass".

THIS IS
APPLICABLE

Page 2 of application

AVAILABILITY AND ADEQUACY OF PUBLIC FACILITIES AND SERVICES

All public facilities and services continue to be available and they are adequate as was previously true. All we are really doing is replacing our existing building with a new building which is slightly relocated on the same lots which we have owned for many years.

TRAFFIC IMPACT ANALYSIS

We believe that this is not applicable because we will still have the same number of vehicles using the parking lots. In fact, they will be the same vehicles. The only change is that the vehicles will now be parking in well designed and well lit parking lots.

Page 3 of application

HAZARD OVERLAY ZONE

The development is not located in a Hazard Overlay Zone. There are no fish habitat streams, no wildlife and no open space resources of the community on the property.

STATEMENT CONCERNING CHAPTER 16.49.120 E.

This portion of the code speaks about landscape islands so that there are not more than 8 contiguous parking spaces in a row without having a landscape island. We have 10 parking spaces in each of 3 rows. This means that our islands would be after 5 spaces instead of 8 spaces. More importantly, we would lose 3 parking spaces. When we build Phase III which will include the north parking lot we would lose 3 more parking spaces. On page 5 of our site and design review application you will note that we are 7 trees over the minimum of 11 required. We respectfully request that you allow us to continue with excess trees in our landscaping strips rather than put them in landscaping islands out in the parking lot which will result in the loss of parking spaces and the potential of roots breaking up the blacktop.

ZOAR LUTHERAN CHURCH
190 SW THIRD AVENUE CANBY, OR 97013
(503) 266-4061 E-mail zoar@canby.com

PASTOR NICK DOVERSBERGER

NOTICE OF NEIGHBORHOOD MEETING

February 9, 2012

Dear Neighbor:

You are cordially invited to attend a neighborhood meeting in our new facility's Phase I lobby. Members of our Building Task Force will be present and will be happy to show you our plans for Phase II of our new church building. We hope to start on this project sometime this Spring.

Date: Thursday, February 23, 2012
Time: 4:00 pm until 7:30 pm
Place: Lobby in our Phase I new building

Please feel free to drop in during the above hours, even if you can only stay for a few minutes. We welcome the opportunity to meet and greet you. We will try to answer any questions you may have.

We also want you to know that you are always welcome to attend any of our worship services and/or other activities. Our church services are Sunday morning at 10:30 am, and we WELCOME you.

On Tuesday evenings we serve a free dinner between 5:00 pm and 7:00 pm for anyone in the greater Canby community. You are welcome to attend this also.

Sincerely,

Your Neighbors at Zoar Lutheran Church

Page 5 of application

LANDSCAPING CALCULATIONS

<u>Line No.</u>	<u>Description</u>	<u>Phase I</u>	<u>Phase II</u>	<u>Total</u>
1.	Building AREA	6,120	6,160	12,280
2.	PARKING/hardscape	9,229	8,373	17,602
3.	LANDSCAPED AREA	<u>2,878*</u>	<u>4,452</u>	<u>7,330</u>
4.	Total developed AREA	<u>18,227</u>	<u>18,985</u>	37,212
5.	Undeveloped AREA			<u>37,863</u>
6.	Total site AREA			<u>75,075</u>

* REMAINING AFTER Phase II addition

ZOAR LUTHERAN CHURCH AND PRE-SCHOOL

190 SW THIRD AVENUE CANBY, OR 97013

PHONE: 503-266-4061 E-Mail: zoar@canby.com

PASTOR NICK DOVERSBERGER

ZOAR LUTHERAN CHURCH Estimated Construction Calendar As of February 17, 2012

- 2/24/12 Plans finished by Architect, Structural Engineer, Civil Engineer, Mechanical, Electrical and Plumbing Engineer (MEP).
- 2/29/12 Architect finish checking and combing all plans.
- 3/1/12 Plans distributed to 4 or 5 General Contractors.
Also to plan centers for sub-contractors.
- 3/1/12 Send plans to Clackamas County for plan check and building Permit application.
- 3/27/12 Bids due at Architect's office by 3:00 p.m.
- 4/12/12 Final signed contract (or sooner).
- 4/16/12 Start construction (or sooner).
- 11/30/12 Substantial completion date.
- 12/2012 Finish punch list and move in.
- Jan-Feb 2013 Deconstruction of old building.
- March 2013 Blacktop.
- April 2013 Landscaping.

ZOAR EVANGELICAL LUTHERAN CHURCH

Minutes of Neighborhood Meeting Feb. 23, 2013

A neighbor meeting for Residents living within 500 feet of the church's property was held between 4:00 p.m. and 7:30 p.m. on February 23, 2012. Members of the church's Building Task Force were on hand to show our Phase II building plans and to answer any questions which the Residents might have. Light refreshments were also served.

According to the attached attendance sheets there were a total of 5 Resident guests and a total of 3 other guests who attended this meeting.

Respectfully submitted,

A handwritten signature in cursive script that reads "Maxine Martin".

Maxine Martin, Secretary
Zoar Lutheran Building Task Force

ZOAR EVANGELICAL LUTHERAN CHURCH
 NEIGHBORHOOD MEETING -- RESIDENT GUESTS
 FEBRUARY 23, 2012 4:00 P.M. TO 7:30 P.M.

SIGNATURE

ADDRESS

COMMENTS

	SIGNATURE	ADDRESS	COMMENTS
1.	<i>[Signature]</i> Tom Scott	130 SW 2nd Ave - Cary	Great Addition!
2.	<i>[Signature]</i> Jeff Scott	130 SW 2nd Ave - Cary	Great Fan!
3.	<i>[Signature]</i> Eric Berg	203 SW 3rd	
4.	<i>[Signature]</i> Ronald A. Berg	203 S.W. Third Ave.	
5.	<i>[Signature]</i> Jesse Peltier		
6.			
7.			
8.			
9.			
10.			

ZOAR EVANGELICAL LUTHERAN CHURCH
 NEIGHBORHOOD MEETING -- OTHER GUESTS
 FEBRUARY 23, 2012 4:00 P.M. TO 7:30 P.M.

SIGNATURE	ADDRESS	COMMENTS
1. <i>David R. Wiseman</i>	<i>1040 N. Ash St Campy</i>	
2. <i>Don Rusk</i>	<i>1701 SE 10th Ave Canby</i>	
3. <i>Mahmed Nasser</i>	<i>886 N. Baker Canby</i>	
4.		
5.		
6.		
7.		
8.		
9.		
10.		

5

LCN
SELECTIONS

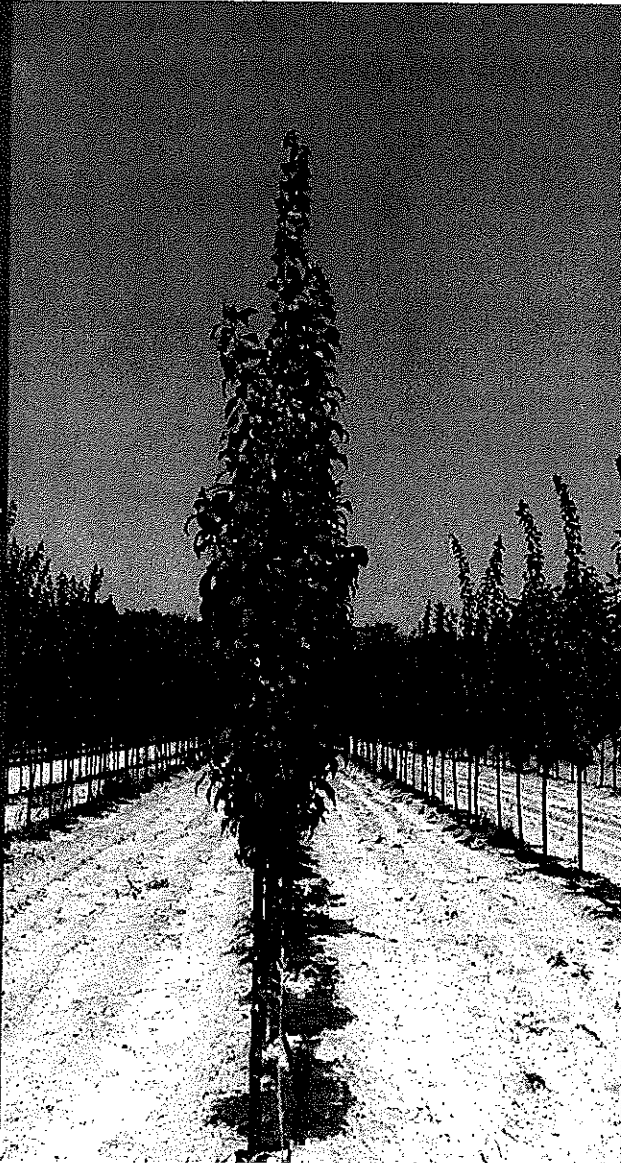
CRIMSON POINTE™

Flowering Plum

Prunus x cerasifera 'Crimpoint' PP 19,564

- Height: 20'
- Spread: 5-6'
- Shape: columnar
- Flower: white
- Fruit: deep purple
- Foliage: merlot burgundy with orange bronze new growth
- Zone: 4
- Columnar selection of Newport Plum
- Can be grown as a shrub for hedging
- Takes the hot and the cold weather

W. 1/2 Sec 8
E. 1/2 Sec 8



04/19/2006

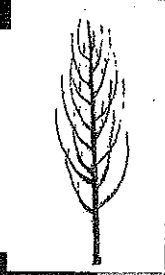
LCN

Lake County NURSERY
Parent Company of LCN SELECTIONS

P.O. Box 122 | Perry, OH 44081-0122
phone 800.522.5253 fax 800.699.3114 email info@lakecountynursery.com

www.lakecountynursery.com

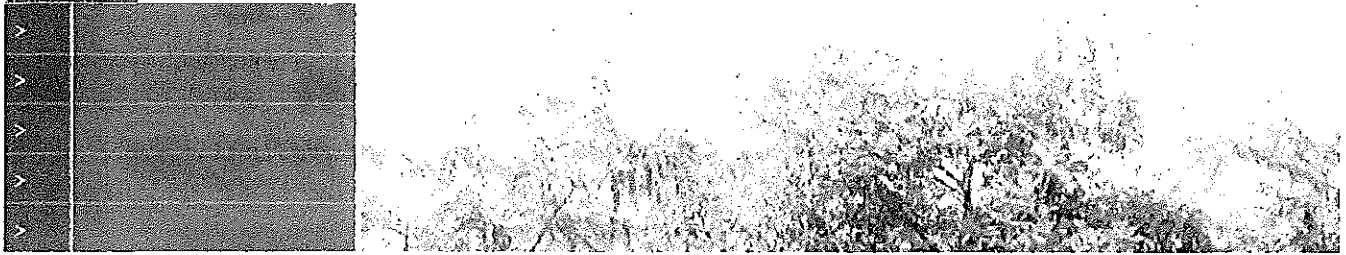
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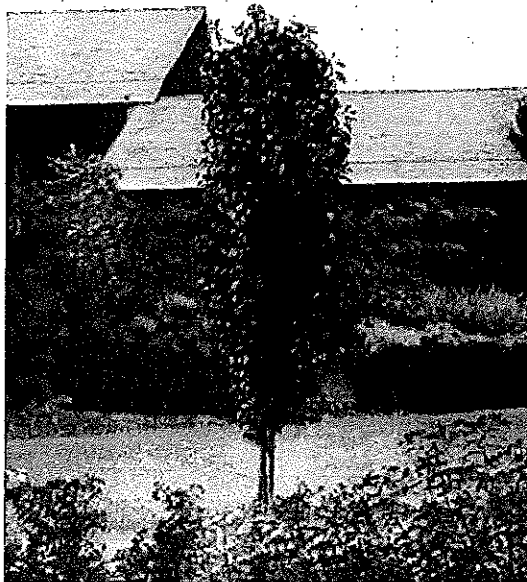
McCabe's Nursery & Landscape Construction

45700 Adler Lane
Temecula, CA 92590
Phone 951.694.5384
License #864648



flowering trees | fruit trees | shade trees | shrubs | flowers and more | roses

Plum - Crimson Point



With a mature height of 20-30 feet and a spread of only 6-8 feet, this dense, very narrow columnar form is perfect for today's smaller yards. Branches grow almost parallel to the main trunk.

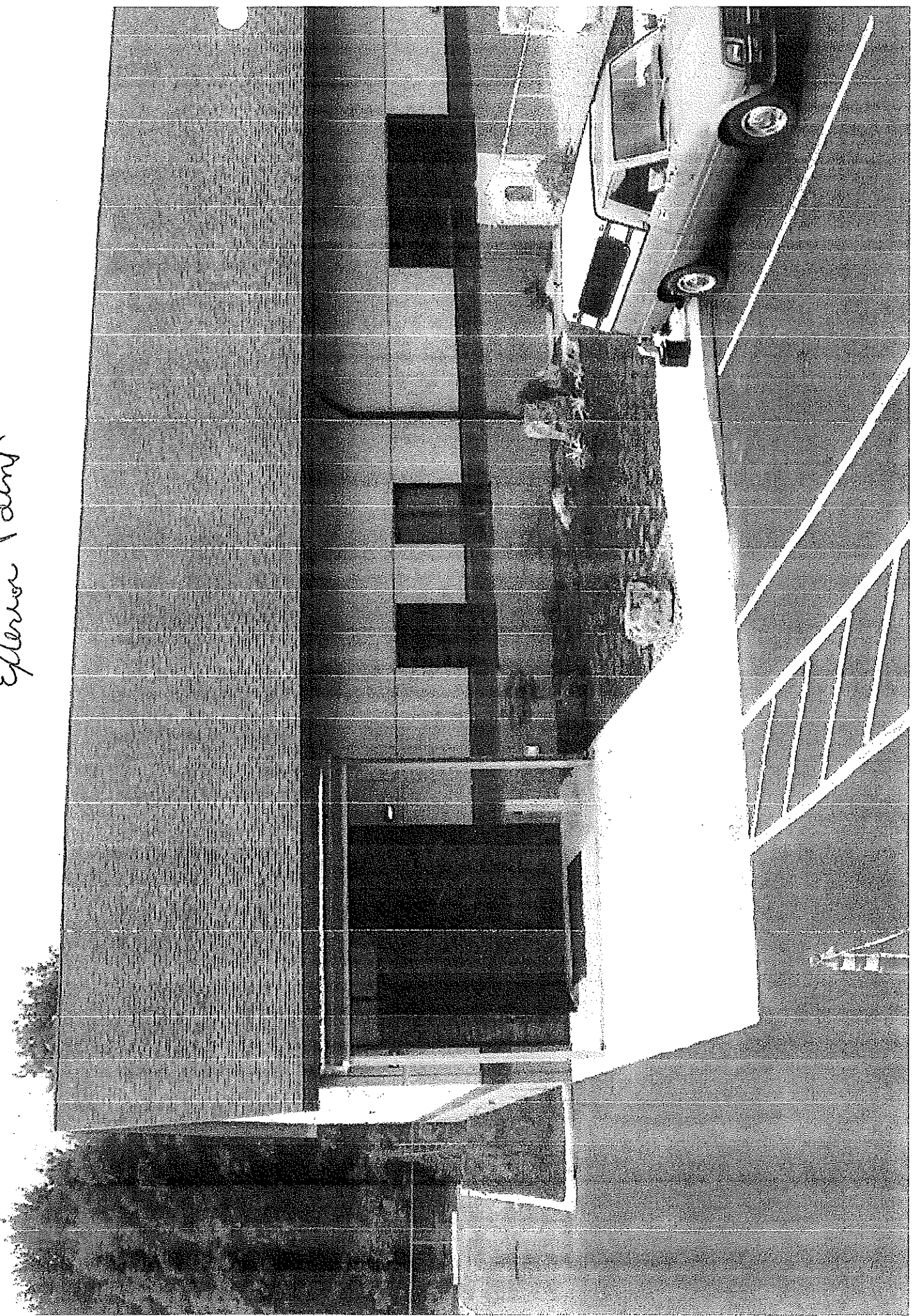
Rich merlot-burgundy foliage accents orange-bronze new growth as it emerges, creating a very unique and stunning effect. Has deep purple fruit. Full sun & regular water.

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Exterior Paint



C. Exterior Finishes:

1. Galvanized Metal Including Rooftop Equipment Visible from Ground, Louvers, Galvanized or Cast Iron Downspouts: Apply 1 coat galvanized metal primer; follow with 2 coats 100% alkyd flat enamel.
2. Non-Galvanized Ferrous Metal: Touch up damaged areas in shop coat with same material; follow with 2 coats exterior alkyd gloss enamel.
3. Concrete Tilt-Up: Apply 1 coat primer tinted to match final coat followed by two coats elastomeric coating, flat (minimum milage 12 - 15 dry mils.), pin hole free.
4. Wood Trim, Soffits, Plywood Siding, Wood Siding, Exposed Wood Structure: Apply 1 coat alkyd primer; follow with 2 coats 100% acrylic satin latex house paint.
5. Gypsum Soffit Board: Apply 1 coat exterior latex primer, follow with 2 coats 100% acrylic satin latex house paint.

*Exterior
Paint*

D. Interior Finishes; Contractor Furnished, Owner Installed:

1. Gypsum Wallboard:
 - a. Where scheduled for paint, apply 1 coat primer sealer, tinted to match final coat; follow with 2 coats latex satin enamel.
 - b. Where accent colors are selected, Architect may direct painter to use dull latex enamel.
 - c. Where scheduled for epoxy finish, apply 1 coat primer sealer tinted to match final coat; follow with 2 coats gloss 2-part polyamide epoxy paint.
2. Exposed Concrete Structures Scheduled for Paint:
 - a. Apply 1 coat latex sealer tinted to match final coat; follow with 2 coats latex satin enamel.
 - b. Where scheduled for epoxy finish, apply 1 coat primer-sealer tinted to match final coat; follow with 2 coats gloss 2-part polyamide epoxy paint.
3. Concrete Walls Scheduled for Sealer: Apply 2 coats scheduled sealer per manufacturer's recommendations for wall application.
4. Ferrous Metal Including Doors and Frames, Coiling Doors, Beam Connector Plates, Exposed to View Structural Steel, etc.: Touch up damaged shop coat with same material. Apply 2 coats alkyd satin enamel.
5. Exposed Wood Surfaces:
 - a. Wood doors and trim where scheduled for transparent finish, apply 1 coat penetrating oil stain, 1 coat clear varnish sanding sealer with filler, 1 coat polyurethane gloss clear finish and 1 coat polyurethane satin clear finish.
 - b. Where scheduled for opaque finish, apply 1 coat primer-sealer tinted to match final coat; follow with 2 coats alkyd satin enamel.
6. Concealed Wood Surfaces: Apply 2 coats clear sealer, sand between coats and leave smooth to touch.
7. Walls scheduled for Wall Covering: Apply 1 coat oil base sealer or enamel undercoat; Z-prime or acceptable substitute.
8. Wood Ceilings and Associated Wood Trim: Apply 1 coat clear penetrating oil stain.

9. Electrical:

COPY

1 Accent Colors: A maximum of 3 special colors will be selected for finish and electrical painting.

2 Inside of Air Ducts (Visible from Finished Spaces): Apply 1 coat black galvanized metal primer and 1 coat dull black enamel.

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[Native Trees and Shrubs](#) Reserve for Spring or Fall delivery 100+ species shipped to your door www.ColdStreamFarm.net

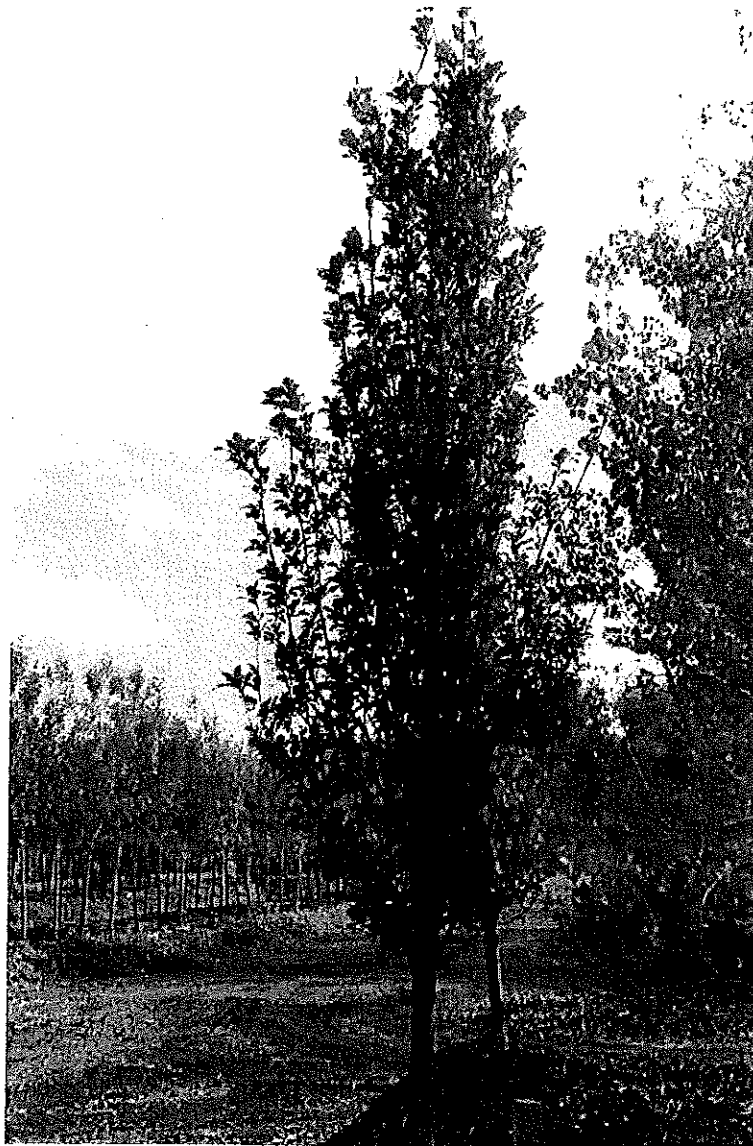
AdChoices ▶

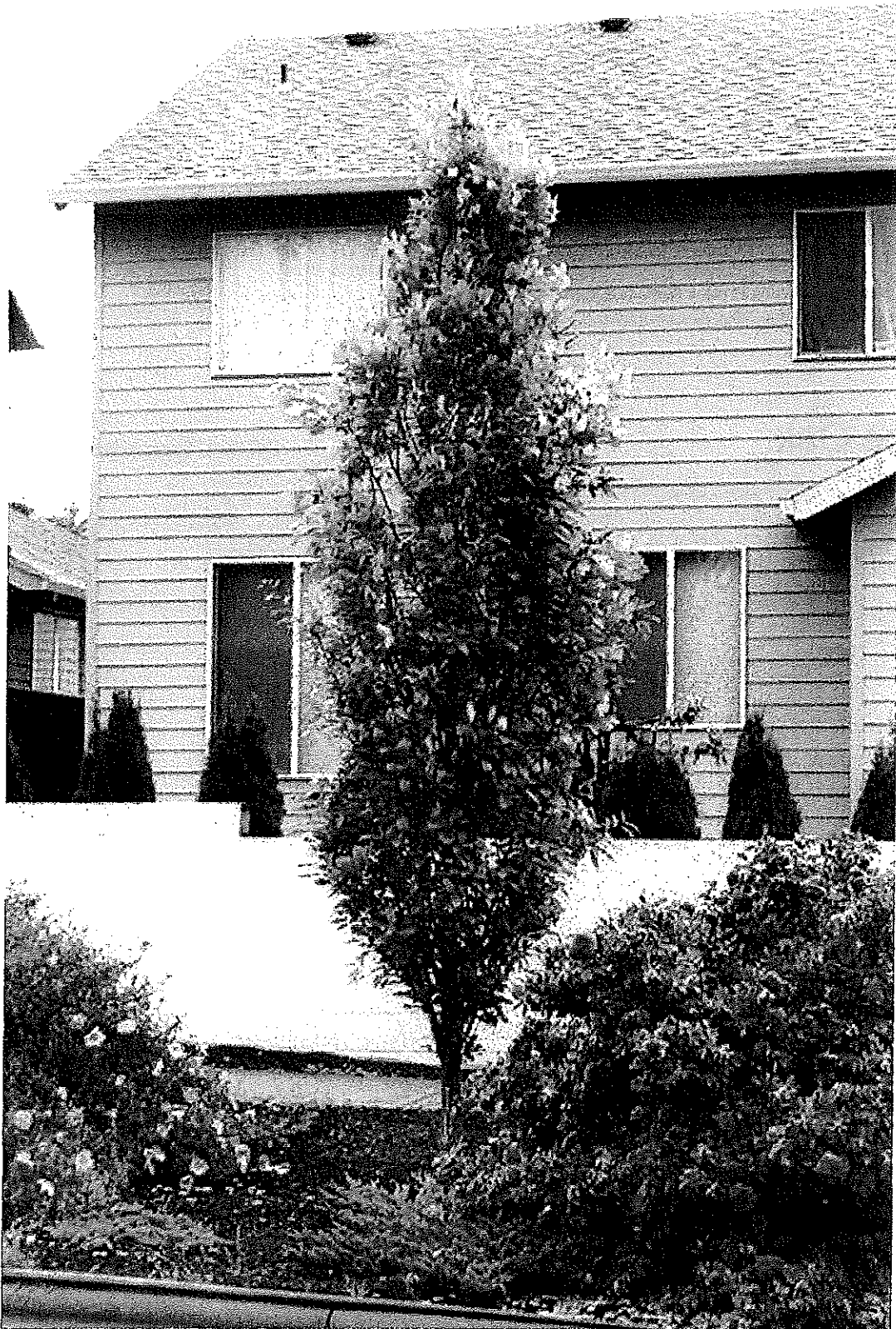
[Redmond Linden](#)

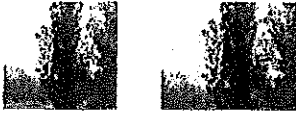
[Reliance Peach](#)

Regal Prince Oak

[Description](#) [Product Reviews](#) [Buy Now](#)







- Mature Height: 30-40
- Mature Spread: 15-20
- Speed of Growth: Medium
- Zone: 4
- Hardy To: 8500
- Exposure: Full to partial sun
- Water Requirement: Low
- Highlights: Fall Color
- Blooms:
- Foliage Color: Green
- Foliage Color Change: Red

[Call for Pricing](#)

Product SKU: oakregaprin

Availability:

Product Stock: 0

Cross between Bicolor and Columnar English Oak. Upright oval habit. Green leaves have silver underside. Tolerates a wide range of soil types.

[Ask a question about this product](#)

PRODUCT REVIEWS

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[CREEKSIDE TREE NURSERY](#)

f



February 24th 2012

Comments from Canby Telcom for Zoar Lutheran Church :

- Canby Telcom is required to provide address lists to emergency 911 responders.
- Canby Telcom provides and maintains one D-marc broadband / communications service line per tax lot / address. At 190 SW 3rd Ave already has existing Canby Telcom facilities. For additional buildings at the same address Canby Telcom suggests a minimum 1” conduit with CAT5 pulled in the conduit which **placed, owned and maintained by property owner** from existing telephone service point (D-marc) to proposed new building for communication needs. (Extending existing phone number to new building).
- As alternative to above statement, if provided an independent new address as assigned by “City of Canby” for the new second dwelling, Canby Telcom will supply materials to the second address for communication needs. (New service, new phone number to new building).

Contact Information:

Engineering Manager	Scott Hallock	503-266-8255
OSP Engineer	Dinh Vu	503-266-8201
Construction Inspector	Ron Stenger	503-266-8290
Customer care center		503-266-8111

COMMENT FORM: *Comments are due by February 28, 2012 at 5pm*

PLEASE MARK ONE:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through future development
- Adequate public services are not available and will not become available

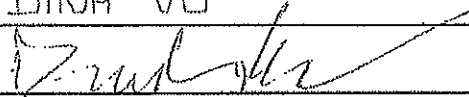
COMMENTS:

PLEASE SEE ATTACHMENT,

NAME:

DINH VU

SIGNATURE:



DATE:

FEBRUARY 24TH 2012

TITLE:

OSP ENGINEER

AGENCY:

CANBY TELCOM

ADDRESS:

PO BOX 880 - 190 SE 2ND AVE - CANBY

PLEASE RETURN BY ONE OF THE FOLLOWING WAYS:

MAIL: Planning Department, PO Box 930, Canby, OR 97013

IN PERSON: Planning Department at 170 NW Second Street

E-MAIL: lehner@ci.canby.or.us

THANK YOU!

COMMENT FORM: Comments are due by February 28, 2012 at 5pm

PLEASE MARK ONE:

- Adequate Public Services (of your agency) are available
 Adequate Public Services will become available through future development
 Adequate public services are not available and will not become available

COMMENTS:

THE CITY OF CANBY INDUSTRIAL PRETREATMENT PROGRAM WOULD ASK THAT THERE BE A GREASE REMOVAL DEVICE, SUCH AS A GREASE TRAP OR INTERCEPTOR, TIED INTO THE DISCHARGE OF ALL SINKS IN THE KITCHEN AREA. SIZING OF THE GREASE DEVICE WILL BE BASED ON THE STATE OF OREGON PLUMBING CODE.

NAME: DARVIN TRAMEL

SIGNATURE: Darvin Tramel

DATE: FEBRUARY 22, 2012

TITLE: ENVIRONMENTAL SERVICES MANAGER/INDUSTRIAL PRETREATMENT COORDINATOR

AGENCY: CITY OF CANBY

ADDRESS: PO BOX 930 CANBY, OREGON 97013

PLEASE RETURN BY ONE OF THE FOLLOWING WAYS:

MAIL: Planning Department, PO Box 930, Canby, OR 97013

IN PERSON: Planning Department at 111 NW Second Street

E-MAIL: lehnerta@ci.canby.or.us

THANK YOU!

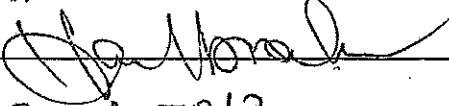
COMMENT FORM: *Comments are due by February 28, 2012 at 5pm*

PLEASE MARK ONE:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through future development
- Adequate public services are not available and will not become available

COMMENTS:

1. Improve the existing three driveways on SW 3rd Ave and the existing driveway on SW 2nd Ave in compliance with the current ADA Standards.
2. New driveway improvements shall have 6-inches thickness of Portland Cement Concrete with meshwire grid or rebar reinforcements.
3. All existing on-site stormwater disposal facilities shall be registered by DEQ. Developer shall provide evidence to the City prior to the start of construction.
4. The developer's Engineer will be required to provide stormwater analysis outlining any increase or decrease in impervious areas as a result of these improvements and employ acceptable stormwater treatment mechanism in accordance with DEQ requirements.
5. Prior to construction, an on-site storm drainage plan shall be submitted by the developer's engineer to the City for review.

NAME: HASSAN IBRAHIM
SIGNATURE: 
DATE: 2-24-2012
TITLE: PE
AGENCY: Curran-McLeod Consulting Engineers, Inc
ADDRESS: _____

PLEASE RETURN BY ONE OF THE FOLLOWING WAYS:

MAIL: Planning Department, PO Box 930, Canby, OR 97013
IN PERSON: Planning Department at 170 NW Second Street
E-MAIL: lehnerta@ci.canby.or.us

THANK YOU!



First American Title Insurance Company of Oregon

Clackamas (OR)

Prepared For:

Prepared By:

Customer Service Department

222 SW Columbia St, Suite 400 - Portland, Oregon 97201

Phone: (503) 219-TRIO Fax: (503) 790-7872

OWNERSHIP INFORMATION

<i>Owner</i>	: Zoar Evang Lutheran Church Canby	<i>Ref Parcel Number</i>	: 31E33CD07000
<i>CoOwner</i>	:	<i>T: 03S R: 01E S: 33 Q: 252</i>	
<i>Site Address</i>	: 191 SW 2nd Ave Canby 97013	<i>Parcel Number</i>	: 00794607
<i>Mail Address</i>	: 190 SW 3rd Ave Canby Or 97013		
<i>Telephone</i>	: <i>Owner:</i> _____ <i>Tenant:</i> _____	<i>County</i>	: Clackamas (OR)

SALES AND LOAN INFORMATION

<i>Transferred</i>	:	<i>Loan Amount</i>	:
<i>Document #</i>	: 78-21860	<i>Lender</i>	:
<i>Sale Price</i>	:	<i>Loan Type</i>	:
<i>Deed Type</i>	:	<i>Interest Rate</i>	:
<i>% Owned</i>	:	<i>Vesting Type</i>	:

PROPERTY DESCRIPTION

Map Page & Grid : 746 C7
Census : Tract: 229.03 Block: 3
Improvement Type : *unknown Improvement Code*
Subdivision/Plat : Gurleys Add
Neighborhood Cd :
Land Use : 200 Vacant, Commercial Land
Legal : 354 GURLEYS ADD LTS 6 7&8&PT LT 9
 : BLK 2
 :

ASSESSMENT AND TAX INFORMATION

MktLand : \$183,106
MktStructure :
MktTotal : \$183,106
M50 Assd Total : \$126,905
% Improved :
10-11 Taxes :
Exempt Amount : \$126,905
Exempt Type : Religious
Levy Code : 086042
Millage Rate : 17.0723

PROPERTY CHARACTERISTICS

<i>Bedrooms</i>	:	<i>Building SF</i>	:	<i>Stories</i>	:
<i>Bathrooms</i>	:	<i>1st Floor SF</i>	:	<i>Garage SF</i>	:
<i>Fireplace</i>	:	<i>Above Ground SF</i>	:	<i>Lot Acres</i>	: .68
<i>Heat Type</i>	:	<i>Upper Finished SF</i>	:	<i>Lot SF</i>	: 29,439
<i>Interior Material:</i>	:	<i>Unfin Upper Story</i>	:	<i>Year Built</i>	:
<i>Exterior Finish</i>	:	<i>Upper Total SF</i>	:	<i>Year Appraised</i>	:
<i>Floor Cover</i>	:	<i>Finished SF</i>	:	<i>Appraisal Area</i>	:
<i>Roof Type</i>	:	<i>Basement Fin SF</i>	:	<i>School District</i>	: 086
<i>Roof Shape</i>	:	<i>Basement Unfin SF</i>	:	<i>Utility District</i>	:
<i>Foundation</i>	:	<i>Basement Total SF</i>	:		

This title information has been furnished, without charge, in conformance with the guidelines approved by the State of Oregon Insurance Commissioner. The Insurance Division cautions intermediaries that this service is designed to benefit the ultimate insureds. Indiscriminate use only benefiting intermediaries will not be permitted. Said services may be discontinued. No liability is assumed for any errors in this report.



First American Title Insurance Company of Oregon

Clackamas (OR)

Prepared For:

Prepared By:

Customer Service Department

222 SW Columbia St, Suite 400 - Portland, Oregon 97201

Phone: (503) 219-TRIO Fax: (503) 790-7872

OWNERSHIP INFORMATION

Owner : Zoar Evang Lutheran Church Canby
 CoOwner :
 Site Address : 190 SW 3rd Ave Canby 97013
 Mail Address : 190 SW 3rd Ave Canby Or 97013
 Telephone : Owner: Tenant:

Ref Parcel Number : 31E33CD06600
 T: 03S R: 01E S: 33 Q: 252
 Parcel Number : 00794563
 County : Clackamas (OR)

SALES AND LOAN INFORMATION

Transferred :
 Document # : 365-522
 Sale Price :
 Deed Type :
 % Owned :

Loan Amount :
 Lender :
 Loan Type :
 Interest Rate :
 Vesting Type :

PROPERTY DESCRIPTION

Map Page & Grid : 746 C7
 Census : Tract: 229.03 Block: 3
 Improvement Type : 600 Churches
 Subdivision/Plat : Gurleys Add
 Neighborhood Cd :
 Land Use : 101 Res, Residential Land, Improved
 Legal : 354 GURLEYS ADD LTS 2 3 4 & 5 BLK 2
 :
 :

ASSESSMENT AND TAX INFORMATION

MktLand : \$117,801
 MktStructure : \$1,431,820
 MktTotal : \$1,549,621
 M50 Assd Total : \$1,424,965
 % Improved : 92
 10-11 Taxes :
 Exempt Amount : \$1,424,965
 Exempt Type : Religious
 Levy Code : 086002
 Millage Rate : 17.0723

PROPERTY CHARACTERISTICS

Bedrooms :	Building SF :	Stories :
Bathrooms :	1st Floor SF :	Garage SF :
Fireplace :	Above Ground SF :	Lot Acres : .86
Heat Type :	Upper Finished SF :	Lot SF : 37,618
Interior Material:	Unfin Upper Story :	Year Built : 1927
Exterior Finish :	Upper Total SF :	Year Appraised :
Floor Cover :	Finished SF :	Appraisal Area :
Roof Type :	Basement Fin SF :	School District : 086
Roof Shape :	Basement Unfin SF :	Utility District :
Foundation :	Basement Total SF :	

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