

City of Canby

SITE AND DESIGN REVIEW STAFF REPORT

FILE #: DR 11-05

PUBLIC HEARING DATE: December 12, 2011

APPLICANT:

City of Canby
Represented by Cardno WRG
5415 SW Westgate Drive, Suite 100
Portland, OR 97266
(503) 419-2500

OWNER:

City of Canby, OR
182 N Holly St
PO Box 930
Canby, OR 97013

TAX LOT: 31E33CD10400

LOCATION: West side of Elm through to the west side of Ivy Street. The project begins just north of the railroad property and extends north to the building frontages along First Avenue.

COMP PLAN DESIGNATION: Downtown Commercial (DC)

ZONING DESIGNATION: Downtown Commercial (C-1); and the Downtown Canby Overlay Zone (DCO)

MAJOR APPROVAL CRITERIA:

16.10 Off Street Parking
16.22 C-1 Downtown Commercial Zone
16.41 Downtown Overlay Zone
16.43 Outdoor Lighting Standards
16.49 Site and Design Review (major approval criteria)
16.86 Street Alignments
16.89.050 Application and Review Procedures Type III Decision

STAFF REPORT PREPARED BY:

Angie Lehnert, Associate Planner

I. PROJECT OVERVIEW & EXISTING CONDITIONS

Applicant's Statement:

The City of Canby Urban Renewal Agency and community members desire to make downtown Canby a thriving, attractive city center. The First Avenue Redevelopment Project is envisioned to actively work towards this end through the redevelopment of the First Street corridor. Identified improvements are targeted to create a vibrant and attractive streetscape along the corridor and provide a strong connection to and from the Highway 99E Corridor. The project area is identified below within the yellow dashed line and includes improvements from the west side of Elm through to the west side of Ivy Street. The project begins just north of the railroad property and extends north to the building frontages along First Avenue.



The City of Canby needs to redesign the parking field adjacent the railroad track which will result in a loss of parking within the field. The intent of this project is to redesign this existing parking lot to compliment the downtown core area. Improvements include widening the sidewalks on the north side of first by adding an additional four (4) feet to result in a twelve (12) foot wide sidewalk. Curb extensions have been added to the intersections to decrease pedestrian crossing distance and provide a visual cue to motorists that pedestrians are present. New landscaping is proposed throughout the streetscape along with four (4) pavilions proposed to be located on the Elm, Grant and Ivy Street intersections. The parking area south of First Avenue has been redesigned with diagonal parking and has been to allow for flexibility in the use of the area. A new wall and fence is proposed to be constructed along the railroad property line.

The redevelopment of the First Avenue and the adjacent parking field includes the provision of four (4) pavilion structures. The pavilions have been included within the design to assist with establishing a pedestrian friendly environment throughout the corridor. The pavilions serve to anchor the corners, establishing vertical elements along the southern edge of the First Avenue corridor. The pavilions also provide flexible space that will complement the existing businesses downtown. There are three (3) types of pavilions proposed; pavilion A, pavilion B and pavilions C. Pavilion A provides the most flexibility, the structure is designed with sliding doors on all sides, this building can be used as a gathering space, an area for storage or can be

improved to provide for a small business such as a coffee shop or flower stand. These buildings are proposed at the Ivy and Elm intersections. Pavilion B is proposed on the west side of Grant, the structure is designed to accommodate a small business. Pavilion B has a door for the employee to enter and is designed with a walk-up window to sell goods from. Pavilion C is proposed to be located on the east side of Grant and has been designed as a restroom. All of the proposed pavilions will be connected to water, sanitary sewer and electric. Pavilions A and B have been designed consistent with City standards for new structures in the downtown, including provisions for windows and design details. Proposed pavilion C meets all of the standards with the exception of the window glazing standards which would compromise the intended function of the structure.

II. EXHIBITS

- A. Submitted Design Review application
- B. Applicant's Public Involvement Summary
- C. Citizen and Agency Comments
- D. Applicant's submitted binder containing:
 - a. applicant's narrative
 - b. Applicant's Design Development Package (architectural drawings), dated November 9, 2011
 - c. Applicant's Site Plans, dated November 11, 2011
 - d. Preliminary Plant Palette, dated November 11, 2011
 - e. Pavilion drawings, dated October 21, 2011

III. STAFF REPORT OVERVIEW & REVIEW PROCESS

This Staff Report incorporates the applicant's narrative as findings to demonstrate compliance with applicable regulations. Overall the proposed redevelopment of First Avenue and the adjacent parking lot complies with the Canby's Zoning Code standards. However, in some instances the direct application of certain standards in the Code are in conflict with the design and/or are impractical, but they do not deviate as far as to require Variance application.

Therefore, the proposed development is being as a Type III process to ensure the Code deviations still result in a design that is consistent with the intent underlying zones of the community.

Staff is generally satisfied with the applicant's findings and hereby incorporates the applicant's responses as findings below in blue. Staff is incorporating additional findings and discussion below in red. Excerpts from the code are highlighted below in **gray**, and 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):

- 16.10 Off Street Parking
- 16.22 C-1 Downtown Commercial Zone
- 16.41 Downtown Overlay Zone
- 16.43 Outdoor Lighting Standards
- 16.49 Site and Design Review (major approval criteria)
- 16.86 Street Alignments
- 16.89.050 Application and Review Procedures Type III Decision

IV. APPLICATION REVIEW & FINDINGS

Chapter 16.10 Off Street Parking

16.10.010 Off-street parking required – exceptions.

A. At the time of establishment of a new structure or use, change in use, or change in use of an existing structure, within any planning district of the city, off-street parking spaces and off-street loading berths shall be as provided in this and following sections, unless greater requirements are otherwise established by the conditional use permit or the site and design review process, based upon clear and objective findings that a greater number of spaces are necessary at that location for protection of public health, safety and welfare. A lesser number of spaces may be permitted by the Planning Commission based on clear and objective findings that a lesser number of parking spaces will be sufficient to carry out the objective of this section.

B. No off-street parking shall be required for any use permitted outright within the C-1 zone in the rectangular area bounded by N. Ivy Street on the east, NW First Avenue on the south, N. Elm Street on the west, and NW Third Avenue on the north.

C. At the time of enlargement of an existing structure or use, the provisions of this section shall apply to the enlarged structure or use only.

Findings/Applicant's Response: The proposed street improvements including the public parking lot, is located along First Avenue between N Elm Street and N Ivy Street. The project's location exempts it from providing any required parking. Additionally, the proposal includes streetscape improvements, a public parking lot and outside gathering spaces.

16.10.030 General requirements.

A. Should the owner or occupant of a structure change the use to which the building is put, thereby increasing parking or loading requirements, the increased parking/loading area shall be provided prior to commencement of the new use.

Findings/Applicant's Response: The project is located within the parking exception area of downtown Canby.

B. Parking and loading requirements for structures not specifically listed herein shall be determined by the City Planner, based upon requirements of comparable uses listed.

Findings/Applicant's Response: The project is located within the parking exception area of downtown Canby.

C. In the event several uses occupy a single structure, the total requirements for off-street parking shall be the sum of the requirements of the several uses computed separately. If the applicant can demonstrate that the uses do not have overlapping parking needs (based on days and hours of operation) and can share parking, the total requirement for combined

uses may be reduced by up to 60 percent.

Findings/Applicant's Response: The project is located within the parking exception area of downtown Canby.

E. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees and shall not be used for storage of vehicles or materials or for the parking of trucks used in conducting the business.

Findings/Applicant's Response: The proposed streetscape and parking lot are intended to serve and complement downtown businesses. The proposed parking stalls are not *required* spaces since uses in the downtown district are exempt from any particular parking count. Additionally, the proposed parking will not be used for vehicle or material storage; however, the proposed improvement areas may be used for authorized temporary events such as festivals and other civic gatherings.

F. Institution of on-street parking shall not be allowed for off-street parking, where none is previously provided, and shall not be done solely for the purpose of relieving crowded parking lots in commercial or industrial planning districts.

Findings/Applicant's Response: The proposed streetscape and parking lot improvements are intended to serve and complement downtown business but are not sought to satisfy any specific parking requirement. Furthermore, the downtown business core has no specific parking requirement in terms of quantity.

G. Parking facilities may be shared by users on adjacent parcels if all of the following standards are met, or the Planning Commission determines a lesser combination meets the intent of the ordinance:

<<specific criteria omitted from this narrative>>

Findings/Applicant's Response: The proposed streetscape and parking lot are intended to serve and complement downtown businesses but are not sought to serve a specific use.

H. The number of vehicular spaces required in Table 16.10.050 may be reduced by up to 10% if one of the following is demonstrated to the satisfaction of the Planning Director or Planning Commission:

Findings/Applicant's Response: The proposed public improvements are intended to serve downtown patrons and not a specific use. No parking demand is generate as part of this proposal.

16.10.040 Prohibited near intersections.

In no case will off-street parking be allowed within a vision clearance area of an intersection.

Findings/Applicant's Response: There is no parking proposed within the vision clearance area of an intersection. See the attached plan set included as Exhibit A for more detail. New curb extensions are proposed within the clear vision areas precluding the ability to park consistent with the intent of this requirement.

16.10.050 Parking standards designated.

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

Findings/Applicant's Response: The proposed parking stalls have been designed consistent with Table 16.10.070. An additional ½ foot was added to the 45 degree stalls to result in 9 foot wide stalls. The parallel spaces are also designed consistent with Table 16.10.070, however additional maneuvering room was provided via "backup space" to facilitate safer parking. The proposed parallel parking design is also consistent with the existing conditions along First Avenue.

Additional Staff Findings: Staff finds that this slight deviation to the above standard is appropriate to satisfy the lack of stall depth depicted in the applicant's designs.

16.10.060 Off-street loading facilities

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

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are intended to serve the downtown businesses as a whole and not intended to serve any one business. Since these are general public improvements, there is no off-street loading requirement that is generated as part of this proposal.

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.

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/Applicant's Response: The parking lot stalls are designed consistent with the standards set forth in Table 16.10.070 for 45 degree parking, the design includes an additional 6 inches in width for a total of 9 feet. The on-street parallel stalls are designed consistent with the table as well, spaces will be 8 feet wide and 20.5 feet long. The City standard identifies a minim 22 foot long stall, our design utilized a 6 foot long "back up area" between spaces which results in a total of 26.5 feet of maneuvering area for each space. This design provides more space for maneuvering without sacrificing parking counts by allowing the 6 foot long area to essentially serve two spaces. These dimensions exceed the minimum standards of code. Furthermore, all non-handicap parking stalls are proposed as standard stalls.

3. Areas used for standing or maneuvering of vehicles shall have paved asphalt, concrete, solid concrete paver surfaces, or paved "tire track" strips maintained adequately for all

weather use and so drained as to avoid the flow of water across sidewalks or into public streets, with the following exception:

Findings/Applicant's Response: All vehicular use areas are proposed with paved surfaces.

b. Use of permeable surfacing materials for parking lots and driveways is encouraged whenever site and soil conditions make permeable surfacing feasible. Permeable surfacing includes, but is not limited to: paving blocks, turf block, pervious concrete, and porous asphalt. All permeable surfacing shall be designed, constructed, and maintained in accordance with the Canby Public Works Design Standards and the manufacturer's recommendations.

Findings/Applicant's Response: The project is designed with optional permeable areas under the parking stalls along First Avenue and within the parking stalls within the parking lot. The intent is to utilize permeable treatments in these areas consistent with the intent of this standard.

4. The full width of driveways must be paved in accordance with (3) above:

a. For a minimum of 20 feet from the right-of-way line back into the private property to prevent debris from entering public streets, and

b. To within 150 feet of all portions of the exterior wall of the first story of any structure(s) served by the driveway to ensure fire and emergency service provision.

Findings/Applicant's Response: All driveways and vehicle use area are proposed and designed to be paved.

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

Findings/Applicant's Response: The stalls within the proposed parking lot are accessible and served by driveways and drive aisles that provide adequate area to allow for backing and maneuvering outside of the street ROW.

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

Findings/Applicant's Response: The parking lot is designed to facilitate flow of vehicle traffic. The parking lot is not designed and intended to serve major truck traffic since there are no loading areas or uses that would be served by this facility.

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.

Findings/Applicant's Response: The design for the parking field utilizes angled parking. During the public outreach and visioning process a preference for a continuous curb at the end of the parking stalls within the parking lot was arrived at. This design seeks to eliminate the need for parking bumpers and provide a smooth curb edge that will be easier to keep clean with the City's street sweeper. Individual stalls were designed with two (2) feet of overhang, allowing the curb line to effectively serve as the parking bumper. See Exhibit A for more detail.

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/Applicant's Response: The proposed streetscape and parking lot are designed to complement and serve the downtown business area as a whole and not serve a specific use. However, the proposed parking lot includes eight (8) accessible stalls located next to each proposed pavilion.

Additional Staff Findings: The applicant shall show compliance with this condition prior to final construction by submitting final building plans and a narrative addressing these criteria.
This is a condition of Approval

B. Access.

3. All ingress and egress shall connect directly with public streets.

Findings/Applicant's Response: The proposed parking lot is designed to have direct access to First Avenue, a public street.

7. The standards set forth in this ordinance are minimum standards for access and egress, and may be increased through the site and design review process in any particular instance where the standards provided herein are deemed insufficient to protect the public health, safety and general welfare.

Minimum Access Requirements			
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:			
<i>Parking spaces required</i>	<i>Minimum number of accesses required</i>	<i>Minimum access width</i>	<i>Sidewalks & curbs (in addition to driveways)</i>
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/Applicant's Response: Accesses into the parking field are approximately 14-foot wide and facilitate one-way access. The proposed driveway accesses are consistent with this standard that would require a 20-foot wide driveway for two-way traffic. The proposed 14-foot wide driveways provide adequate width to accommodate vehicles entering and exiting the parking field consistent with this requirement. Curbs and sidewalk are proposed along all street frontages consistent with this requirement.

Additional Staff Findings: The above table applies to two way driveway accesses. The project's accesses are one way; therefor the applicant has divided the standards in the above table in half. Staff finds this is an acceptable manner in which to interpret this standard. The applicant has not provided a number of proposed parking spaces needed in order to determine which standards in the above table to use, so the applicant will need to show compliance with this standard prior to final construction. The applicant shall show compliance with this condition prior to final construction by submitting final building plans and a narrative addressing these criteria. *This is a condition of approval.*

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 to satisfy the requirements of subsection (H), (I) and (J). However, the hard surfaced pavement of one-way drives shall not be less than twelve (12) feet for multi-family residential, commercial or industrial uses.

Findings/Applicant's Response: The parking lot is designed within one-way access. The drive aisle is designed with 12-foot 6-inches of width consistent with this requirement.

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

a. At the intersection of any collector or arterial streets, driveways shall be located a

minimum of fifty (50) feet from the intersection.

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

c. If the subject property is not of sufficient width to allow for the separation between driveway and intersection as provided, the driveway shall be constructed as far from the intersection as possible, while still maintaining the five (5) foot setback between the driveway and property line.

Findings/Applicant's Response: The parking lot egress drives are located at the intersections so that exiting vehicles can continue directly onto the public streets. The ingress drives are located in excess of 30 feet from the nearest intersections. There are no other driveways along the south side of First Avenue that would conflict with the proposed parking lot access drives. The proposed driveway locations are spaced further away from intersection than what currently exists. The existing property is not adequately sized to allow for a further spacing as it would effectively preclude the use of the area for parking. The proposed locations are adequate to provide for safe and efficient access to the site consistent with the intent of this standard.

Additional Staff Findings: Staff believes that references to ingress/egress above are intended to be reversed. Ingresses are located within the intersections of Fir, Grant, and Holly; egresses are located in excess of 30 feet from the nearest intersections. Staff finds that strict application of this standard would be impractical and the submitted designs are sufficient because of the lower traffic conditions of First Avenue and because Fir, Grant, and Holly dead-end at the proposed parking lot.

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

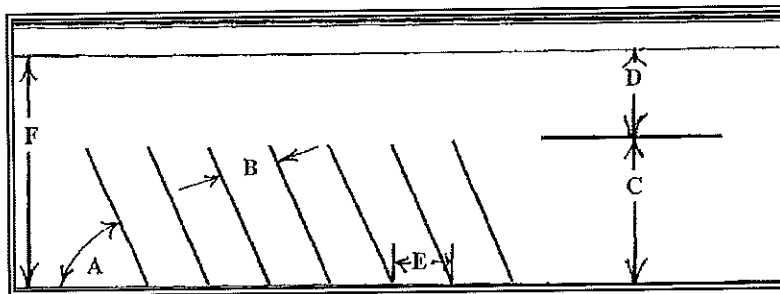
C = Minimum stall depth

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"



Findings/Applicant's Response: The off-street parking area is designed using 45 degree parking stalls. The overall design is consistent with the City standard identified above in black. The proposed stalls are actually six (6) inches wider than the minimum. The only other notable difference is that the additional two (2) feet of area where the proposed wheel stops would be has been provided for with a wider sidewalk, in other words, the "c" measurement identified above is comprised of the first two (2) feet of the sidewalk and the diagonal stall depth (16'-9"). The proposed improvements are consistent with this requirement.

16.10.100 Bicycle Parking.

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

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are intended to serve the downtown district as a whole and not serve any specific use of tenant. As a result, there is no specific bicycle parking requirement. However, the project has been designed with bike racks to accommodate more than sixty (60) bicycles which dispersed along First Avenue at the intersections with Elm, Fir and Grant, and Holly Street.

16.22 C-1 Downtown Commercial Zone

16.22.010 Uses Permitted Outright

Uses permitted outright in the C-1 zone shall be as follows:

LL. Public building or land use such as fire station, city hall, park, playground, library or museum.

<<List omitted from this narrative>>

Findings/Applicant's Response: The proposed street improvement is not considered a specific land use but as an essential public improvement that is otherwise allowed in any district. The proposed parking lot is intended to serve and complement the downtown business district as a whole and have a dual purpose as a gathering place for civic events. Given the intended activity and purpose, the parking lot is considered a "public building or land use such as a fire station, city hall, parking, playground, library, or museum".

16.22.030 Development standards

The following subsections indicate the required development standards of the C-1 zone:

A. Minimum lot area: none;

B. Minimum width and frontage: none;

Findings/Applicant's Response: The proposed streetscape improvement and parking lot project does not include the creation of any new lot, thus, these dimension requirements are not applicable to this proposal.

C. Minimum yard requirements:

1. Street yard: none, except ten feet where adjoining a residential zone.

2. Interior yard: none.

Findings/Applicant's Response: The proposed streetscape improvement is located within right-of-way and is essential public infrastructure that is not normally applicable to any setback standards (because it's in the right-of-way). The parking lot is proposed within an individual lot but is not adjacent to any residential zone, thus, no setback yard requirements are applicable to the structures therein.

D. Maximum building height:

1. Freestanding signs: thirty feet;

2. All other structures: forty-five feet.

Findings/Applicant's Response: The parking lot includes one story pavilion structures that are approximately 25-feet tall, below the maximum building height limit of the zone. See Exhibit B for more detail

E. Maximum lot coverage: no limit;

Findings/Applicant's Response: There is no maximum lot coverage.

F. Other regulations:

1. Vision clearance distances shall be ten feet from an alley and fifteen feet from any other street.

Findings/Applicant's Response: The proposed pavilion structures within the parking field are located no closer than 15-feet from the adjacent right-of-way and therefore do not interfere with the clear vision area. The proposed structure locations exceed this requirement

2. Sidewalks a minimum of eleven (11) feet in width shall be required in commercial locations unless existing building locations or street width necessitate a more narrow design.

Findings/Applicant's Response: The public sidewalks that are proposed as part of the First Avenue streetscape improvements are twelve (12) feet along the northern portions of the project and fifteen (15) feet and three (3) inches along south side of First Avenue. The proposed design is consistent with this standard.

3. All setbacks to be measured from the foundation line of the building. Overhangs shall not exceed two feet (not including awnings); mechanical units, used for the heating/cooling of residential units, are exempt from interior and/or rear yard setback requirements.

Findings/Applicant's Response: The pavilion design includes roof overhangs that are approximately 5.5 feet wide. The proposed pavilions are not subject to any setbacks. The proposed location is consistent with City standards governing clear vision areas and setbacks.

4. New commercial buildings, particularly retail shopping and offices, shall be oriented to the street, near or at the setback line. A main entrance shall be oriented to the street.

Findings/Applicant's Response: The Pavilions are designed specifically to address both street frontages that they are located on, providing a strong vertical element that anchors the southern portion of the First Avenue corridor.

5. Off-street motor vehicle parking for new commercial developments shall be located at the side or behind the building(s).

Findings/Applicant's Response: The parking lot that is subject of this application is intended to serve the downtown district. The proposed parking field has been located to the "side" of the proposed structures consistent with this requirement

16.22.040 Design Review matrix

A. For design review applications located in the C-1 zone the following matrix shall apply. This matrix replaces the general matrix contained in Chapter 16.49 for such applications.

B. A design review application in the C-1 zone shall be considered to be compatible if a minimum of 65 percent of the total possible points (not including bonuses) are accumulated

for the whole development, and if the applicant has received a minimum of one point in each applicable category.

TABLE 16.22.040			
CRITERIA	POSSIBLE SCORES		
Building Location and Orientation			
Building located at front of property line: Parking in front = 0; 50% of building front at property line = 1; 100% of building front at property line = 2.	0	1	2
Building oriented to street: No = 0; Yes = 2.	0		2
Entrances			
Major retail entrance on street: No = 0; Yes = 2	0		2
Corner building entrances on corner lots: No = 0; Yes = 1	0	1	
Entrance inset (not more than 3 feet behind front glass line except at corner entries): No = 0; Yes = 2.	0		2
Windows			
Regularly spaced and similar-shaped windows – around 70% of storefront area is glass (includes doors). (No mirrored glass): <50% = 0; 50% to 70% = 1; >70% = 2.	0	1	2
Second story windows (where applicable): No = 0; Yes = 2.	0		2
Architectural Details			
Blade sign or painted wall sign (no internally illuminated box signs): No = 0; Yes = 2	0		2
Brick, stucco, and horizontal lap or ship lap painted wood siding; concrete wood or wood siding = 0; concrete masonry, stucco, or similar material = 1; brick or similar appearance = 2.	0	1	2
Colors from recommended color palettes (on file with the City of Canby), or as otherwise approved: No = 0; Yes = 2.	0		2
Cornice treatments to emphasize building tops at parapet-type buildings: flat roofs behind parapets acceptable, otherwise visible roofs should be	0	1	2

TABLE 16.22.040			
pitched: no treatment = 0; pitched roof = 1; parapet roof = 2.			
All walls have doors, widows, or display windows (no blank walls). Murals, art niches, benches, or light sconces at blank walls where windows are not feasible: no treatment = 0; mural or other treatment = 1; windows or display windows = 2.	0	1	2
Awnings and rain protection of durable canvas, vinyl, glass or acrylic. No awning slope over 45 degrees, with flat or semi-flat awnings along First Avenue and at buildings with windows above entries. Awnings are discontinuous, with lengths generally under 30 linear feet for longer buildings: no awnings = 0; awnings meet criteria = 2.	0		2
<u>Parking</u>			
Off-street parking (if required) located behind or to side of building: No = 0; side = 1; behind = 2	0	1	2
<u>Bonus Points</u>			
Provide usable pedestrian space such as plaza, outdoor seating, or extra-wide pathway/sidewalk near one or more building entrances: No = 0; Yes = 1.	0	1	
Planters and window boxes: No = 0; Yes = 1.	0	1	
Public art (e.g., fountain, sculpture, etc.): No = 0; Yes = 1.	0	1	
Second story residential or office: No = 0; Yes = 1	0	1	

Findings/Applicant's Response: The project includes streetscape improvements and a new parking field intended to serve the downtown business community that includes four (4) proposed pavilions. There are a total of 27 points possible for the C-1 area, which means the proposed pavilions would need to obtain a minimum of 18 points ($27 * .65 = 17.55$). The proposed points that could be awarded to the pavilions are highlighted below in black and comprise 19 points demonstrating the project is consistent with this requirement.

16.41 Downtown Overlay Zone

16.41.020 Applicability

A. It is the policy of the City of Canby to apply the DCO zone to all lands located within the boundaries illustrated on the Downtown Canby Framework Diagram; the boundaries of the overlay district, and boundaries of the three sub-areas, are as shown in this chapter, Figure

11. The three sub-areas are established as follows:

- 1. Core Commercial Area. This area straddles Highway 99E and includes portions of both the C-1 and C-2 zones and forms the densest commercial area of the city, as well as the city's primary community facilities - city hall, police station, library, etc.**
- 2. Transitional Commercial Area. This is the transitional area that lies between the more intense Downtown Core Commercial area and the established single-family neighborhoods to the north and northeast. The two Transitional Commercial nodes are tucked between 3rd and 4th and Fir and Douglas on the west side of Downtown, and 3rd and 4th and Holly and Knott on the east side.**
- 3. Outer Highway Commercial Area. The Outer Highway Commercial area extends along Highway 99E both south of Elm Street and north of Locust Street. This area is quite different from the Core Commercial and Transitional Commercial areas, by nature of its highway access and orientation. The design focus in this area is less about creating a high-quality pedestrian experience, and more about ensuring that automobile-oriented design is built to the highest standard possible.**

Findings/Applicant's Response: The proposed streetscape improvements and municipal parking lot are located along First Avenue between Elm and Ivy Streets. The project location is entirely within the Core Commercial (CC) portions of the Downtown Canby Overlay Zone.

16.41-030 Uses Permitted Outright

Unless modified pursuant to the following Subsection, uses permitted outright in the underlying base zones are permitted outright in the DCO zone, subject to the respective zone district boundaries.

A. Uses permitted in the C-1 zone are permitted in the DCO zone, except in the Transitional Commercial (TC) sub-area, the following residential uses are also permitted, provided they meet all R-2 development standards in Chapter 16.20:

Findings/Applicant's Response: The proposed street improvement is not considered a specific land use but as an essential public improvement that is otherwise allowed in any district. The proposed parking lot is intended to serve and complement the downtown business district as a whole and have a dual purpose as a gathering place for civic events. Given the intended activity and purpose, the parking lot is considered a "public building or land use such as a fire station, city hall, parking, playground, library, or museum". This land use is permitted within the C-1 zoning district.

16.41.050 Development Standards

The following subsections indicate development standards required in the DCO zone. These standards supplement, and in some cases replace, the development standards in the underlying base zones. Where the standards set forth in the following subsections conflict with standards in the underlying base zone, the DCO development standards set forth below supersede the base zone standards.

A. Setbacks, Floor Area Ratio, Building Footprint and Height Requirements:

1. Setbacks. Minimum and maximum setbacks for each DCO subarea are described in Table 1 and must meet the following requirements:

- a. Mechanical units used for the heating/cooling of dwelling units are exempt from interior yard and rear yard setback requirements.**
- b. At least x% of the length of each lot frontage shall be developed with a building(s) built at the minimum setback from the street lot line (see Table 2 and Figure 12).**
- c. Where feasible, buildings should be located at one or both street-facing corners of a lot.**
- d. At the street intersections identified as gateways in Figure 11 (Downtown Canby Overlay Zone Map), any new building shall be located at the corner of the lot facing the intersection.**

Standards	CC subarea	TC subarea	OHC subarea
Minimum setback	0 feet	0 feet	10 feet
Maximum setback from street lot lines	10 feet	15 feet	--

Standards	CC subarea	TC subarea	OHC subarea
Minimum percentage (x)	60%	60%	40%

Findings/Applicant's Response: The project includes streetscape improvements and a new parking lot. The streetscape improvements are to occur within public right of way and are not applicable to setback and other dimensional standards that are required for development on individual lots or parcels. The parking lot is located on an individual parcel and is subject to the setback and dimensional standards of the district. The proposed pavilions are located so that the roof overhang on the structure is not located within ten (10) feet of the street ROW lines. The proposed locations provide pedestrian gathering areas between the structure and ROW lines. The proposed structure location preserves the clear vision area.

The proposed pavilions have been designed to provide pedestrian gathering areas near the street intersections. These gathering area help frame the pavilions and contribute to the streetscape along First Avenue. Pavilions are proposed to be located as depicted in the attached plans.

Additional Staff Findings: Staff concurs with the above response. The pavilion structures are setback approximately 16 feet from property lines; however the gathering areas are an acceptable use of the

streetscape that justify a setback over 10 feet and serve the intent of the Downtown Core Commercial area.

2. Floor area ratio, building footprint, and building height. Minimum floor area ratio, maximum building footprint, and maximum building height requirements for each DCO subarea are described in Table 3 and illustrated in Figures 13, 14, and 15. Footprints are exclusive of exterior displays or merchandise (e.g., garden centers).

Standards	CC subarea	TC subarea	OHC subarea
Minimum floor area ratio	0.8, C-1 zone only	0.4	0.25
Maximum building footprint (square feet)	30,000 total	20,000 total	80,000 per use 100,000 all uses within footprint if more than 1 use (see Figure 13)
Maximum building height (see Figure 14)	60 feet	45 feet	45 feet

Findings/Applicant's Response: The proposed improvements are part of a development that is intended to provide public parking for the downtown. The existing parking field needs to be reconfigured and the proposed design includes the provision of parking opportunities, pedestrian amenities and opportunities for social gathering. The area effectively serves as a multi-use area that supports the downtown, similar in nature and use to a park. The proposed pavilions were added to the site to provide vertical elements along First Street and provide areas for pedestrian amenities such as restrooms. A public park or similar area should not be held to such a standard, especially when the existing use and intent of the area is to provide flexible parking and gathering space for the community.

The proposed improvements are a part of the redevelopment of an existing parking field and the proposed structures bring the site closer to conformance with the minimum floor area ratio should it be determined to apply. The size and location of the subject property make development of commercial structures practically difficult. For the reasons stated above the proposed development is consistent with this provision.

The proposed development does not meet the .8 minimum Floor Area Ratio (FAR). The project area functions similar to a City Park in that it is publicly owned and provides parking and gathering areas that support all of the downtown businesses. The proposed pavilions were included to provide vertical elements in areas that could not be used for parking.

Additional Staff Findings: The proposed development does not meet the above 0.8 minimum FAR. However, staff accepts the applicant's interpretation of the development's parking lot and pavilion areas to serve the function of a public plaza/park; thus the above minimum FAR requirement for this development is not applicable.

3. Screening. All exterior garbage collection areas, recycling collection areas and mechanical equipment shall be screened with a site obscuring fence, landscaping on all sides, wall, other enclosure, or architectural element per the requirements below (see Figure 16 for examples of good screening design).

a. Location. Wherever possible, locate screened areas away from the street.

b. Materials. Materials used to construct screening structures shall be consistent and compatible with the exterior materials on adjacent buildings located on the same lot as the screened area or located on a contiguously-owned abutting lot, and shall be consistent with the material requirements of Section 16.41.070.E and 16.41.070.F.

c. Buffering. Screening structures shall be buffered from surrounding areas on all sides with landscaping or other buffering elements.

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are not planned to have any garbage collection areas, receiving collection areas, or mechanical equipment, thus no special screening and buffering elements are required.

d. Rooftop structures. Rooftop mechanical structures shall be screened and not visible from any visible public right-of-way at the same elevation as, or lower than, the base of the building. Screening structures should be compatible with the overall building design and may include the following elements or approaches:

(1) By providing parapets as tall as the tallest part of the equipment with a minimum height of 3 feet and 6 inches;

(2) By incorporating an architectural screen around all sides of the equipment;

(3) By setting the equipment back from the building edge with a setback of at least 3 feet for every 1 foot of building height.

Findings/Applicant's Response: There will be no rooftop mechanical structures that are proposed as part of this project.

4. Parking. Parking areas shall meet the following standards in addition to all other applicable requirements.

a. Location. In the CC and TC subareas, parking and vehicle maneuvering areas shall not be located between a building and the street. This standard applies to primary street facing facades and secondary street facing facades, as defined in Sections 16.41.060.C.

b. Side of building parking areas. In the CC, TC, and OHC subareas, parking shall be

permitted between a building and an interior lot line that is not a rear lot line, provided the following standards are met:

(1) Parking and maneuvering areas shall be set back a minimum of 15 feet from the front lot line;

(2) A minimum 5 foot wide landscaped strip shall surround and abut the perimeter of the parking and maneuvering area, except where vehicular driveways and pedestrian accessways are permitted to interrupt the landscaped strip, and except where the parking and maneuvering area is part of a larger parking area in which case a perimeter landscaping strip is not required between the side of building parking area and the remainder of the parking area;

(3) Parking and maneuvering areas, including accessways and driveways, must not exceed 40 percent of a lot frontage in the TC and CC subareas, or 60 percent of a lot frontage in the OHC subarea;

(4) On lots greater than 120,000 square feet, side parking areas shall be broken up into multiple smaller parking areas rather than concentrated in one portion of the lot. This may be done through the use of landscaping or the location of multiple buildings on a lot.

Findings/Applicant's Response: This standard is intended to apply to the design of parking areas that are designed to accommodate new buildings and development and not to the redesign of an existing public parking facility. The proposed redevelopment of the parking area is designed with a dual function, it complements and services the downtown district and provides space for civic events. The proposed parking area is not intended to serve any particular use and is not associated with any single building. As a result, the locational standards above are not applicable to this review. The proposed redesign of the area includes landscape buffers, pedestrian areas and other amenities consistent with the intent of these standards.

c. Off-street vehicle parking space reduction. The minimum number of off-street vehicle parking spaces required for all uses located on a lot, as set forth in Chapter 16.10, may be reduced by the total number of on-street vehicle parking spaces located within the width of the frontage of the lot on which the use or uses are located. Such reduction shall be calculated on a one-for-one basis, and shall include only parking spaces located on the same side of the street as the lot frontage. Where an on-street parking space is located adjacent the frontage of two abutting lots, only the lot adjacent the larger portion of the parking space may count the entirety of the parking space towards its off-street parking requirement.

Findings/Applicant's Response: The project includes the streetscape improvements and the redesign of an existing parking field within the C-1 zone which is exempt from minimum parking requirements.

16.41.060 DCO Site and Design Review Guidelines

A. Findings and objectives:

3. The objectives of the design standards in this section include the following:

a. Create a pedestrian-oriented environment through design of ground floors. Fostering interaction between activities within buildings and activities within the public realm (the sidewalk and street) is crucial to creating a vibrant and interesting built environment. A high degree of transparency between the two realms creates visual interest for the pedestrian on the sidewalk, and promotes a more active, engaging pedestrian experience. Design of ground floor windows and building entries is important to achieving this goal. In addition, courtyards, arcades and special paving enhance the pedestrian environment by providing pleasing, semi-public transitions between the public and private realms, effectively creating a "threshold" between the sidewalk and the building (see Figure 17).

Findings/Applicant's Response: The proposed streetscape improvements and parking lot create a strong public realm as the planned improvements use design elements that enhance the pedestrian environment. Specifically, the project design includes new sidewalks, street furniture, and outdoor gathering spaces as well as new pavilions. The pavilions are vertical elements that will assist in transforming the streetscape by providing vertical elements that anchor the corners.

b. Establish cohesive architectural elements. Well-designed, repetitive building elements tend to create a strong sense of place and leave a lasting physical memory. Cohesive and repetitive architectural "bays" along the street-facing ground floor of a building create a pleasing sense of rhythm for the pedestrian, and help to scale and order the built environment as it is experienced from the sidewalk and street (see Figure 18).

Findings/Applicant's Response: The proposed roadway improvements and parking lot were designed with a cohesive theme that will result in four city blocks with a harmonious streetscape. This streetscape was designed with strong pedestrian amenities that include decorative sidewalk pavement, street furniture, and lighting.

c. Ensure that buildings have a unified design. Providing clear distinctions between different portions of a building is important for the building's appearance, consistency of design within a larger area and the ability of people to read or understand how the building functions. Building facades should have a clear and distinct base, middle, and top (Figure 19), utilizing horizontal bands and changes in color and / or material / or building massing and form to differentiate these breaks. The base of the building typically extends from the sidewalk to the bottom of the second story or the belt course / string course that separates the ground floor from the middle of the building (see Figure 19). Given Canby's desire to create a thriving pedestrian and business district, it is important that uses above the ground floor encourage housing and allow for commercial uses. Upper floor windows should reflect this change in use (see Figure 20). The middle of the building often contains smaller, vertically-oriented windows to reflect changes in use on upper floors. Finally, the top of the building contains a

"capping" element which visually terminates the façade and creates visual interest at the top of the building.

Findings/Applicant's Response: This criterion is more focused on building use and appearance on upper floors. However, the proposed streetscape improvements and parking lot will help to create a highly desirable downtown district that is intended to create a market demand that will implement a mix of uses. See Exhibit A and B for more detail concerning streetscape improvements and the specific design elements of the pavilions.

d. Reinforce the appearance and function of corners within core commercial area. Incorporating strong architectural elements where streets intersect not only results in a more visually interesting built environment, but enhances the way pedestrians "read" and understand city blocks by creating recognizable and memorable design elements at the corner of each block. For this reason, buildings on corner lots should be designed to not only address, but celebrate the corner (see Figure 21).

Findings/Applicant's Response: The proposed streetscape improvements include design elements at street intersections that include sidewalk curb extensions and distinctive paving patterns. Furthermore, the planned parking lot includes pavilion structures at intersections that will provide a strong architectural focus and create entryways into the district.

e. Use materials that reflect the character and values of Canby. Materials evoke emotions among visitors and residents and help define the character of the community. On the positive side, they can evoke a sense of timelessness, permanence, quality, strength and creativity. On the negative side, they may connote feelings of transience, incongruity or inconsistency, weakness or tedium. Standards for materials are important to reflect and enhance the community's values and quality of life (see Figure 22).

Findings/Applicant's Response: The project's visioning process reinforced a preference for materials and patterns that have more of a traditional and timeless quality. The streetscape improvements include street furniture, paving, and landscaping that are reflective and complementary to the historic portions of Canby. The parking lot includes pavilion structures that project more of a historic and traditional character.

B. Applicability.

1. General applicability.

a. Subsection 16.41.060.C and section 16.41.070 define how and where different types of standards apply.

b. Design standards apply only to the following: (1) new developments; (2) remodels which represent 60 percent tax assessed or more of the value of the existing building; (3) façade improvements that would alter the exterior structure of the building.

c. Design standards do not apply to the following:

- (1) Interior remodels not combined with exterior changes and valued at less than 60 percent of the total improvement value of the property;
- (2) Repair and maintenance of buildings, accessory structures, parking lots and pedestrian areas that present an immediate or potential risk of public safety;
- (3) Normal or routine maintenance and repair of existing structures;
- (4) Any type of construction that does not require a building permit;
- (5) Temporary structures and emergency structures permitted pursuant to applicable code standards.

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are consistent with the following standards as demonstrated within this narrative.

2. Sub-Areas. Site and design review standards are applied differently within the three sub-areas described below (see Figure 11).

a. Core Commercial Sub-Area (CC). The "downtown" portion of this area extends primarily along 1st and 2nd Avenues between Cedar and Knott Streets, and extends northward, away from Highway 99E along Grant and Holly, past Wait Park to 4th Avenue. This area is the "heart" of Canby. Here one will find the City's more historic, traditional commercial structures. The built environment is characterized by one to two story buildings with commercial storefronts, built up to the sidewalk, and containing a more or less solid "building wall." The result is a more active and vibrant street life than may be found elsewhere in the City. Future development in this area should continue this trend, designing commercial and mixed-use buildings that adequately address the sidewalk and create an engaging experience for pedestrians (see Figures 23 and 24).

The inner highway portion of the Core Commercial area spans the length of Highway 99E between Elm and Locust. In many ways, it serves as an extension of the Downtown Core, just across the highway. Because this area serves as a "gateway" from Highway 99E into the traditional downtown and serves many of the same purposes and types of uses, buildings here should be appropriately scaled, inviting to pedestrians, and demonstrate high-quality architectural design. As a result, architectural standards for this area and the downtown are identical, although some development standards differ as described in section 16.41.050.

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are located along First Avenue between Elm and Ivy Streets. This location sites the project within the Core Commercial (CC) sub area of downtown Canby.

16.41.070 DCO Site and Design Review Standards

The following design standards provide a framework for how a building should look, function, and feel. The standards are organized by topic and consist of the following elements:

Intent Statement - the big idea or the goal to be accomplished (ex. "protect pedestrians from sun, wind, and rain"). In addition to providing context for specific standards, these statements are used to evaluate applications as part of an alternative review process administered by the City's Design Review Board (see Section 16.49.035). Standards which provide clear, objective guidance related to specific design elements, in many cases providing options for how to meet a specific goal, and varying by sub-area. Illustrative graphics, including photos and diagrams, with an emphasis on examples of good design found in Canby and other communities.

A. Pedestrian oriented ground floor design standards.

1. Intent. Design standards in this section are intended to help create an active, inviting street and sidewalk-facing storefronts and entryways that are friendly and easily accessible to passersby. They also will help ensure that the ground floor promotes a sense of interaction between activities in the building and activities in the public realm.

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are described as public improvements intended to serve and complement the downtown district. The project does not include any enclosure buildings. The project does, however, enhance the public realm by enhancing the pedestrian environment and district character.

Additional Staff Findings: The proposed streetscape improvements do contain enclosure buildings that may contain storefronts (the pavilions), however these pavilions will be consistent with the above intent statements and other applicable criteria in the Code.

2. Design standards and applicability.

Standards	Applicability
1. Ground floor windows	
a. Visible transmittance. All commercial ground floor windows must have a Visible Transmittance (VT) of 0.6 or higher, with the exception of medical and dental offices which may have tinted windows.	CC, TC, OHC
b. Primary Street facing façade - primary façade coverage. Transparent windows shall be used along a minimum of x% of the length of the ground-level primary street-facing façade, and along x% ground-level primary street-facing wall area (See Figure 34). Ground level walls include all exterior wall areas up to 10 feet above the finished grade. Primary and secondary street facing facades are defined in section 16.41.060.	CC: x=60%
	TC: x=50%
c. Secondary Street facing façade - secondary façade coverage.	OHC: x=50% for buildings with less than 6,000 square feet of floor area and 25% for buildings with more than 6,000 square feet of floor area or located more than 75 feet from a lot line. CC: x=50%

Transparent windows shall be used along a minimum of x% of the length of the ground-level secondary street-facing façade, and along x% of the overall secondary street-facing wall area (See Figure 35). Ground level walls include all exterior wall areas up to 10 feet above the finished grade.	TC: x=45%
	OHC: x=40% for buildings with less than 6,000 square feet of floor area; 25% for buildings with more than 6,000 square feet of floor area or located more than 75 feet from a lot line.
d. Alley facing façade coverage. Facades facing alleys shall provide windows along x% of the length of the alley-facing façade and along y% of the overall wall area of the alley-facing façade. Wall area shall be measured to a height of 10'-0" above the finished grade.	CC, TC: x=50%; y=25%
	OHC: x=30%; y=20%

Findings/Applicant's Response: This standard is applicable to enclosed buildings, whereas, the proposed project is restricted to street improvements, sidewalks, lighting, furniture, parking and pavilion structures. The proposed pavilions have 60% (6 feet of the first 10 is comprised of windows) of the primary street facing façade as window area as do the secondary street facing facades. Pavilion C, the proposed restroom does not meet this standard, however the design of the other pavilions meet all of the above standards.

Additional Staff Findings: The transparency standard should not be applied to pavilion C (restroom). In addition, the project does include enclosed buildings and are therefore subject to the above standards, of which the applicant meets (except for the restroom pavilion).

<i>Standards</i>	<i>Applicability</i>
2. Building entries and doors	
a. Orientation. All buildings shall have a prominent entry oriented to and directly connected to the sidewalk. When buildings are set back from the sidewalk, a direct, perpendicular connection between the building and the sidewalk is required. Additional entries may be provided and serve as principal entries (e.g., oriented to parking areas to the side or rear of buildings). (See Figure 36)	CC, TC
b. Transparency. The street-facing building entry door on all buildings should be comprised of at least 40% transparent glass. The entry door includes any flanking or transom windows. (See Figure 37)	CC, TC, OHC
c. Flanking or transom windows. Commercial and mixed-use building doors shall include flanking glass windows on either side of the principal door and/or clerestory/transom windows. (See Figure 38).	CC, TC, OHC
d. Design features. Commercial and mixed-use building entries must comply with at least x of the following:	CC: x=3;
	TC: x=2;

	OHC: x=2
(1) Recessed entries. If recessed, principal entries shall be recessed a minimum of 3 feet into the building façade (see Figure 39).	
(2) Awnings or canopies. These may be used to provide weather protection and a visual element and meet standards (see Figure 40).	
(3) Architectural features. Principal entries may be reinforced with prominent architectural features such as towers, turrets, increased heights, articulated parapets, large storefront windows and doors, or entry awnings (see Figure 41).	
(4) Decorative features. Entries may be reinforced through the use of decorative exterior light fixtures (i.e., wall sconces) or decorative features (see Figure 42).	
(5) Engaged columns or piers may be used to reinforce and highlight entries (see Figure 43).	

Findings/Applicant's Response: This standard is applicable to enclosed buildings, whereas, the proposed project is restricted to street improvements, sidewalks, lighting, furniture, parking and pavilion structures. The proposed pavilions have street facing entrances, with transom windows that are directly connected to the streetscape via a plaza area. The pavilions have a five foot wide overhang that provides shade and respite area for pedestrians, a unique entrance to the structure. The overall design of the pavilion is consistent with the design articulated within these standards.

Additional Staff Findings: The proposed streetscape improvements do contain enclosure buildings that may contain storefronts (the pavilions), however these pavilions will be consistent with the above intent statements and other applicable criteria in the Code.

<i>Standards</i>	<i>Applicability</i>
3. Transition areas. One of the following design elements (a or b) is required for buildings that span more than 75% of a city block or 350 feet. The City encourages smaller property owners to work together to collaboratively provide similar features in other areas.	CC only;
a. Arcades as defined in section 16.41.060 and that meet all of the following standards:	Encouraged but not required in the TC or OHC
(1) Front entries must be set back a minimum of 6' (clear) behind an arcade that is located at the front property line or the adjusted property line.	
(2) Spacing between columns and/or posts along building be a minimum of 10' (clear) and a maximum of 25' (clear). (See Figure 44)	

<p>b. Courtyards or plazas that meet all of the following standards (see Figure 45):</p>	
<p>(1) Courtyards or plazas shall be located along the sidewalk-facing façade of the building within the front setback. Internal courtyards may be provided but will not satisfy these requirements.</p>	
<p>(2) Courtyard-facing facades shall include windows along a minimum of 50% of the length of the ground level courtyard-facing façade, and along 25% of the overall courtyard-facing wall area.</p>	
<p>(3) Courtyards/ plazas shall incorporate special paving (see Figure 46) and/or landscaping.</p>	
<p>(4) Courtyards/plazas shall provide seating, including but not limited to benches, tables, planter boxes, and other design elements.</p>	

Findings/Applicant's Response: The pavilions are approximately 25 feet in width, less than the 350 threshold identified. These standards are not applicable to any of the elements within this project.

<i>Standards</i>	<i>Applicability</i>
<p>4. Additional standards for residential-only buildings.</p>	<p>TC</p>
<p>a. Weather protected entries. Residential only buildings with ground floor units must provide covered, weather-protected front entries for individual units on the ground floor. Weather-protected entries may take the form of awnings, canopies, or building overhangs such as eaves extending over front doors, covered front porches, or inset front doors (see Figure 47). Awnings or canopies must be a minimum of 5 feet deep.</p>	
<p>b. Entries or porches. Ground floor units in residential buildings shall include individual entry or porches for each unit which are oriented to the sidewalk.</p>	
<p>c. Connection to sidewalk. Ground floor residential units must include a direct, perpendicular pedestrian connection to the sidewalk.</p>	
<p>d. Lobby entrances. All lobbies leading to residential units must orient the principal lobby entrance to the sidewalk, and maintain a direct perpendicular connection to the sidewalk.</p>	
<p>e. Window coverage. Transparent windows shall be used along a minimum of 50% of the length of the ground-level primary and secondary street-facing façades, and along 50% of the overall street-facing wall area. Ground level walls include all exterior wall areas up to 10 feet above the finished grade.</p>	

Findings/Applicant's Response: These criteria are only applicable to residential building and not applicable to this particular project.

B. Cohesive architectural elements standards.

1. Intent. Build upon downtown Canby's traditional architectural vernacular by incorporating cohesive and repetitive architectural elements into the ground floor of street facing facades.

Findings/Applicant's Response: The proposed redesign of the parking field and streetscape are consistent with the intent stated. The design incorporates materials from the City's gateway signage program into the design of the wall and façade of the pavilions. The proposed streetscape will utilize similar lights and other design elements from the second street corridor that will assist in presenting an attractive and repetitive design that will unify the district.

2. Design standards and applicability

Standards	Applicability
1. Architectural bays	
a. Bay divisions. Ground floors of commercial and mixed-use buildings shall be divided into distinct street-facing architectural bays that are no more than x feet on center. (See Figure 48). For the purpose of this standard, an architectural bay is defined as the zone between the centerlines of two columns. Applicants are encouraged (but not required) to divide the ground floor into an odd (rather than even) number of architectural bays.	CC, TC: x=30; OHC: x=50
b. Height of bays. For large single-story buildings (greater than 6,000 square feet), taller than 16 feet, design and decorative elements required in sections 3, 4 and 5 will extend to the top of the ground floor (i.e., just below the	OHC
c. Design elements. Each architectural bay within a commercial or mixed-use building shall incorporate at least x of the following elements (see Figure 49):	CC: x=3; TC: x=2; OHC: x=2
(1) Engaged columns or piers.	
(2) Transom windows over doorways.	
(3) Storefront cornice or beltcourse	
(4) Canopies, awnings, or overhangs provided along a minimum of 50 percent of the overall street-facing building length.	
(5) Storefront frieze or sign band.	
(6) Bulkheads.	
d. Decorative accents. Each architectural bay within a commercial or mixed-use building shall incorporate at least x of the following elements (See Figure 50):	CC: x=3; TC: x=2; OHC: x=2
(1) Projecting window sills (12 to 24 feet above grade).	
(2) Horizontal and vertical window mullions.	
(3) Building lighting (minimum of 2 lights), including wall sconces, pendants, gooseneck fixtures, or lighting recessed into awnings. Wall-mounted fluorescent lights and internally lit awnings are not permitted.	
(4) Medallions (minimum of 2).	
(5) Projecting or blade signs (8 to 12 foot clearance from bottom of sidewalk).	

Findings/Applicant's Response: The 25 foot wide (one bay) proposed pavilions are consistent with these standards. The transom windows, generous overhangs and cornices exceed these standards.

C. Integrated building façade standards:

1. Intent. Build upon Canby's traditional downtown architecture by creating an attractive and unified building façade that celebrates ground floor activities, the top of the building (where the edifice meets the sky), and everything in between.

Findings/Applicant's Response: This intent is to place design standards on the façade elements of downtown buildings, whereas, the proposed pavilions, streetscape improvements and parking lot are aimed at strengthening the public realm with public infrastructure.

2. Design standards and applicability.

Standards	Applicability
1. Distinct base, middle, and top of building	
a. All buildings (regardless of height or number of stories) shall have a clear and distinct base, middle and top to break up vertical mass. (See Figure 51). Buildings must utilize horizontal bands and/or changes in color, material, form and/or pattern to differentiate the base, middle, and top of the building subject to the following requirements. These elements are required on all street facing facades and the side of the building on which the primary entrance is located if it does not face a street.	CC, TC, OHC
(1) Horizontal bands or other changes in pattern or material shall be a minimum of 8 inches high (the length of a standard brick), and must project a minimum of 3/4 to one inch from the building face.	
(2) Changes in building massing and form may also be used to differentiate a building's base, middle, and top. This may include architectural setbacks or projections, measuring a minimum of 3 inches (see Figure 52).	
2. Ground floor design elements	
a. The ground floor of the building shall	CC, TC;

<p>range from 12 feet to 16 feet in height and shall be broken up into three distinct areas - a base/bulkhead, middle, and top (See Figure 53). This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street.</p>	<p>(commercial and mixed use buildings only)</p>
<p>b. Ground floor "bulkhead/base". The "base" of the ground floor facade extends from the top of the finished grade or sidewalk to the bottom of the window sill. It shall contain at least x of the following elements (See Figure 54): This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street.</p>	<p>CC: x=2;</p>
	<p>TC: X=1;</p>
	<p>(commercial and mixed use buildings only)</p>
<p>(1) Projected window sills, 12 to 24 inches above.</p>	
<p>(2) Bulkhead (the area directly below the projected window sill) should typically be constructed of concrete, brick, or stone. This element serves to anchor the facade to the ground, and with the exception of the entry door, this element usually extends the length of the elevation.</p>	
<p>c. Ground floor "middle". The middle of the ground floor is typically comprised of storefront windows and shall contain at least x of the following elements (see Figure 55): This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street.</p>	<p>CC: x=2;</p>
	<p>TC: x=1;</p>
	<p>(commercial and mixed use buildings only)</p>
<p>(1) Integrated horizontal and vertical window mullions.</p>	
<p>(2) Window plant box (minimum of one pair).</p>	
<p>(3) Decorative building light fixtures, sconces, or medallion (minimum of one pair).</p>	
<p>d. Ground floor "top". For a multi-story</p>	<p>CC: x=3;</p>

<p>building, the "top" of the ground floor facade is the area between the storefront and the upper stories of the building and shall contain at least x of the following elements (See Figure 56): This requirement applies to all street facing facades and the side of the building on which the primary entrance is located if it does not face a street.</p>	<p>TC: x=2;</p>
	<p>(commercial and mixed use buildings only)</p>
<p>(1) A marquee or projecting or blade sign that extends in a minimum of 5 feet perpendicular manner from the building façade (the bottom of the marquee or sign shall be 8 to 12 feet above grade).</p>	
<p>(2) Sign frieze.</p>	
<p>(3) Storefront awning or canopy. The bottom of the awning or canopy shall be 8 to 12 feet above grade.</p>	
<p>(4) Storefront cornice or belt course.</p>	
<p>(5) Transom window(s).</p>	
<p>3. Middle of building design elements</p>	
<p>a. The middle of the building should be differentiated from the bottom and top by at least x of the following design elements (see Figure 57):</p>	<p>CC: x=2; TC: x=1; (buildings of 2 or more stories only)</p>
<p>(1) Residential windows, which are smaller than ground floor windows, and oriented vertically at a ratio of approximately 2:1. Individual vertical windows may be organized into larger window assemblies.</p>	
<p>(2) Balcony.</p>	
<p>(3) Step back.</p>	
<p>(4) Signage band.</p>	

4. Top of building design elements.	
a. Roof forms may be flat or sloped. Requirements for chosen roof forms are as follows:	CC, TC, OHC
b. Flat roofs. All flat roofs shall employ a detailed, projecting cornice or projecting parapet to visually "cap" the building and meet all of the following requirements:	CC; TC; OHC
(1) Cornices shall project horizontally a maximum of 3 feet (see Figure 58).	
(2) Parapets must be a minimum of 24 inches in height. Parapets must include a cornice, molding, trim, or variations in brick coursing (see Figure 59).	
(3) Cornices and parapets shall wrap around all sides of the building visible from any adjacent street or parking area.	
c. Sloped roofs must meet all of the following requirements:	CC; TC; OHC
(1) All sloped roofs shall provide a minimum 1-foot overhang.	
(2) All sloped roofs must have a minimum slope of 4:12 (see Figures 14 and 60).	
d. Roof top gardens are encouraged on flat roofs, as they help to manage stormwater run-off that would otherwise go into storm sewers, and eventually rivers and streams. Roof gardens with plant materials that are visible from the sidewalk and the street are particularly encouraged. (See Figure 61).	CC; TC; OHC

Staff Findings: The applicant omitted the above Code Section 16.41.070(C)(2) from their narrative. The project contains the pavilion structures that are applicable to the above standards. Prior to final construction, the applicant should show compliance with the above standards.

This is a condition of approval.

D. Corner intersection standards:

1. Intent. Create a strong architectural statement at street corners to create a strong identity. Establish visual landmarks and enhance visual variety.

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are aimed at strengthening the public realm with comprehensive and harmonious public improvements within the public realm. The project design includes architectural elements and signature paving treatment at street intersections.

2. Design standards and applicability:

Standards	Applicability
1. Corners	
a. Commercial and mixed-use buildings located on corner lots must address the corner by employing one of the following:	CC
(1) Chamfer the corner of the building (i.e., cut the building at a 45 degree angle for a minimum of 10 feet) (see Figure 62).	
(2) Incorporate an arcade at the corner as a way of creating a semi-public zone (see Figure 62).	
(3) Using special paving, plantings, or lighting, create a formal gathering space at the corner by notching the building so it operates as an extension of the sidewalk (see Figure 63).	
(4) Employ prominent architectural elements within 25 feet of the corner to highlight the corner of the building, such as increased building height or massing, turrets, cupolas, a pitched roof, or other prominent features (see Figure 63).	

Findings/Applicant's Response: The project design includes architectural elements and signature paving treatment at street intersections. Specifically, a pavilion is proposed on the south side of First Avenue at the intersections of Elm, Grant and Ivy Streets. All intersections are designed with sidewalk curb extensions with a defined pavement pattern. This design strengthens the intersections and the pedestrian environment.

E. Materials standards:

1. Intent. Use building materials that evoke a sense of permanence and are compatible with Canby's business areas and the surrounding built environment.

Findings/Applicant's Response: The streetscape improvements include new sidewalks, street furniture and landscaping that are reflective of the traditional downtown business district. The pavilion structures that are a part of the parking lot project similar architecture elements to existing buildings in downtown Canby.

2. Design standards and applicability. Materials allowed in the CC, TC and OHC sub-areas are summarized in the following table in terms of primary, secondary and accent materials. Other materials may be permitted through the design review process described in Chapter 16.49.

Standards	CC	TC	OHC
Primary materials - 70% or more of building façade, excluding windows and transparent doors.	Brick	Brick	Brick
	Stone	Stone	Stone
	Stucco/EIFS	Stucco/EIFS	Stucco/EIFS
		Wood siding	Wood siding
		Hardy Plank	Hardy Plank
			Split-face CMU
			Tilt-up concrete
			Spandrel glass curtain walls
Secondary materials - up to 25% of building façade, excluding windows and transparent doors.	Brick	Brick	Brick
	Stone	Stone	Stone
	Stucco/EIFS	Stucco/EIFS	Stucco/EIFS
	CMU (split and ground face)	CMU (split and ground face)	CMU (split and ground face)
	Concrete	Concrete	Concrete
	Wood siding	Wood siding	Wood siding
	Hardy Plank	Hardy Plank	Hardy Plank
	Spandrel glass curtain walls	Spandrel glass curtain walls	Spandrel glass curtain walls
Accent materials - up to 10% of building façade, excluding windows and	Brick	Brick	Brick
	Stone	Stone	Stone

transparent doors.	Stucco/EIFS	Stucco/EIFS	Stucco/EIFS
	CMU (split and ground face)	CMU (split and ground face)	CMU (split and ground face)
	Concrete	Concrete	Concrete
	Wood siding	Wood siding	Wood siding
	Hardy Plank	Hardy Plank	Hardy Plank
	Spandrel glass curtain walls	Spandrel glass curtain walls	Spandrel glass curtain walls
	Metal	Metal	Metal
	Ceramic tile	Ceramic tile	Ceramic tile
	Wood, vinyl and/or metal for trim	Wood, vinyl and/or metal for trim	Wood, vinyl and/or metal for trim
Roof materials (sloped roofs only)	Metal	Metal	Metal
	Wood shingles	Wood shingles	Wood shingles
	Tile	Tile	Tile
		Asphalt shingles	

Findings/Applicant's Response: This criterion is specifically focused on building designs. The pavilion structures are designed as highly transparent buildings with the appearance of paned windows on all sides. The foundations are designed with stone veneer. The walls are painted wood and the roof and cupolas are shingled roofing. The proposed pavilions are consistent with these standards.

Additional Staff Findings: Prior to final construction, the applicant should show the pavilions meet the above criteria.

This is a condition of approval.

F. Color palette

1. Intent. Use colors on buildings that are generally compatible with Canby's business areas and the surrounding built environment.

2. Design standards and applicability. Applicants are strongly encouraged to use colors

from, or consistent with, the Sherwin-Williams Arts and Crafts color palette (i.e. with the same paint color codes). Additional information about this color palette is available from the City of Canby, Canby Business Development and/or the Sherwin-Williams Web site.

Findings/Applicant's Response: The pavilion structures are designed with stone veneer foundations and white painted wood walls. This design complements the surrounding Canby business area and evokes a traditional style.

16.43 Outdoor Lighting Standards

16.43.030 Applicability.

The outdoor lighting standards in this section apply to the following:

A. New uses, buildings, and major additions or modifications:

1. For all proposed new land uses, developments, buildings, and structures that require a building permit, all outdoor lighting fixtures shall meet the requirements of this Code.

Findings/Applicant's Response: The proposed streetscape improvements and parking lot will include outdoor lighting. The outdoor lighting will meet the requirements of the code and findings are listed for each criterion as well as depicted on the project development plans.

16.43.040 Lighting Zones.

A. Zoning districts designated for residential uses (R-1, R-1.5 and R-2) are designated Lighting Zone One (LZ 1). All other zoning districts are designated Lighting Zone Two (LZ 2).

Findings/Applicant's Response: The project is located entirely within the C-1 zoning district, thus located within the Lighting Zone two (LZ-2).

B. The designated Lighting Zone of a parcel or project shall determine the limitations for lighting as specified in this ordinance.

<i>Table 16.43.040 Lighting Zone descriptions</i>		
Zone	Ambient Illumination	Representative Locations
LZ 1	Low	Rural areas, low-density urban neighborhoods and districts, residential historic districts. This zone is intended to be the default for residential areas.
LZ 2	Medium	High-density urban neighborhoods, shopping and commercial districts, industrial parks and districts. This zone is intended to be the default condition for commercial and industrial districts in urban areas.

Findings/Applicant's Response: Since the project is located within the LZ-2, the ambient illumination is limited to Medium.

16.43.050 Exempt Lighting.

The following luminaires and lighting systems are exempt from the requirements of this Section.

A. Externally illuminated signs in conformance with provisions in section 16.42.040 of this code.

B. Internal lighting for signs in conformance with provisions in section 16.42.040 of this code.

C. Temporary lighting for theatrical, television, and performance events.

D. Lighting in swimming pools and other water features governed by Article 680 of the National Electrical Code.

E. Code-required exit signs.

F. Code-required lighting for stairs and ramps.

G. Lighting required and regulated by the Federal Aviation Administration, U.S. Coast Guard, or other federal, state, or county agency.

H. Interior lighting.

I. Temporary lights for emergency public or private utility maintenance or public safety.

J. Lighting fixtures existing prior to this ordinance not exceeding 30 watts.

Findings/Applicant's Response: The project does not include any of the exempted lighting listed above.

16.43.060 Prohibited Light and Lighting.

A. All outdoor light sources, except street lights, shall be shielded or installed so that there is no direct line of sight between the light source or its reflection at a point 3 feet or higher above the ground at the property line of the source. Light that does not meet this requirement constitutes light trespass. Streetlights shall be fully shielded.

Findings/Applicant's Response: The project does not include any lighting that resembles any of the prohibited lighting as listed in this criterion.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these "acorn" lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights are shielded and meet the above criteria.
This is a condition of approval.

B. The following lighting systems are prohibited from being installed or used except by special use permit:

- 1. Aerial Lasers.**
- 2. "Searchlight" style lights.**
- 3. Other very intense lighting, defined as having a light source exceeding 300 watts.**

Findings/Applicant's Response: The project does not include any of the exempted lighting listed above.

16.43.070 Luminaire Lamp Wattage, Shielding, and Installation Requirements.

A. All outdoor lighting shall comply with the limits to lamp wattage and the shielding requirements in Table 16.43.070 per the applicable Lighting Zone. These limits are the upper limits. Good lighting design will usually result in lower limits.

Findings/Applicant's Response: The applicant understands these requirements and will provide detailed plans demonstrating compliance with these standards at the time of construction drawing review.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these "acorn" lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights are shielded and meet the above criteria.
This is a condition of approval.

B. The city may accept a photometric test report, demonstration or sample, or other satisfactory confirmation that the luminaire meets the requirements of the shielding classification.

Findings/Applicant's Response: The propose luminaires are the same currently used on second street and throughout downtown. The applicant understands these requirements and will provide detailed plans demonstrating compliance with these standards at the time of construction drawing review.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these “acorn” lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights are shielded and meet the above criteria.
This is a condition of approval.

C. Such shielded fixtures must be constructed and installed in such a manner that all light emitted by the fixture complies with the specification given. This includes all the light emitted by the fixture, either directly from the lamp or by a diffusing element, or indirectly by reflection or refraction from any part of the fixture. Any structural part of the fixture providing this shielding must be permanently affixed.

Findings/Applicant’s Response: The propose luminaires are the same currently used on second street and throughout downtown. The applicant understands these requirements and will provide detailed plans demonstrating compliance with these standards at the time of construction drawing review.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these “acorn” lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights are shielded and meet the above criteria.
This is a condition of approval.

D. All canopy lighting must be fully shielded. However, indirect upward light is permitted under an opaque canopy provided that no lamp or vertical element of a lens or diffuser is visible from beyond the canopy and such that no direct upward light is emitted beyond the opaque canopy. Landscape features shall be used to block vehicle headlight trespass while vehicles are at an external point of service (i.e. drive-thru aisle).

Findings/Applicant’s Response: The propose luminaires are the same currently used on second street and throughout downtown. The applicant understands these requirements and will provide detailed plans demonstrating compliance with these standards at the time of construction drawing review.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these “acorn” lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights are shielded and meet the above criteria.
This is a condition of approval.

E. All facade lighting must be restricted to the facade surface. The margins of the facade shall not be illuminated. Light trespass is prohibited. The sides of commercial buildings without a customer entrance shall not be lit.

Findings/Applicant’s Response: The propose façade lighting on the pavilions will be directed to the façade surfaces consistent with this standard. The applicant understands these requirements and will provide detailed plans demonstrating compliance with these standards at the time of construction drawing review.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these “acorn” lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights are shielded and meet the above criteria.
This is a condition of approval.

Table 16.43.070 – Luminaire Maximum Wattage and Required Shielding				
Lighting Zone	Fully Shielded	Shielded	Partly Shielded	Unshielded (Shielding is highly encouraged. Light trespass is prohibited.)
LZ 1	150	60	None Permitted	Low voltage landscape lighting and temporary holiday lighting.
LZ 2	450	100	60	Landscape and facade lighting 100 watts or less; ornamental lights of 60 watts or less.

Findings/Applicant’s Response: Lighting specifications will be submitted and approved as part of the building permitted application. The propose luminaires are the same currently used on second street and throughout downtown. The applicant understands these requirements and will provide detailed plans demonstrating compliance with these standards at the time of construction drawing review.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these “acorn” lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights are shielded and meet the above criteria.
This is a condition of approval.

16.43.080 Height Limits.

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

A. Lighting mounted onto poles or any structures intended primarily for mounting of lighting shall not exceed a mounting height of 40% of the horizontal distance of the light pole from the property line, nor a maximum height according to Table 16.43.080, whichever is lower. The following exceptions apply:

1. Lighting for residential sports courts and pools shall not exceed 15 feet above court or pool deck surface.

2. Lights specifically for driveways, and then only at the intersection of the road providing access to the site, may be mounted at any distance relative to the property line, but may not exceed the mounting height listed in Table 16.43.080.

3. Mounting heights greater than 40% of the horizontal distance to the property line but no greater

than permitted by Table 16.43.080 may be used provided that the luminaire is side-shielded toward the property line.

4. Landscape lighting installed in a tree. See the Definitions section.

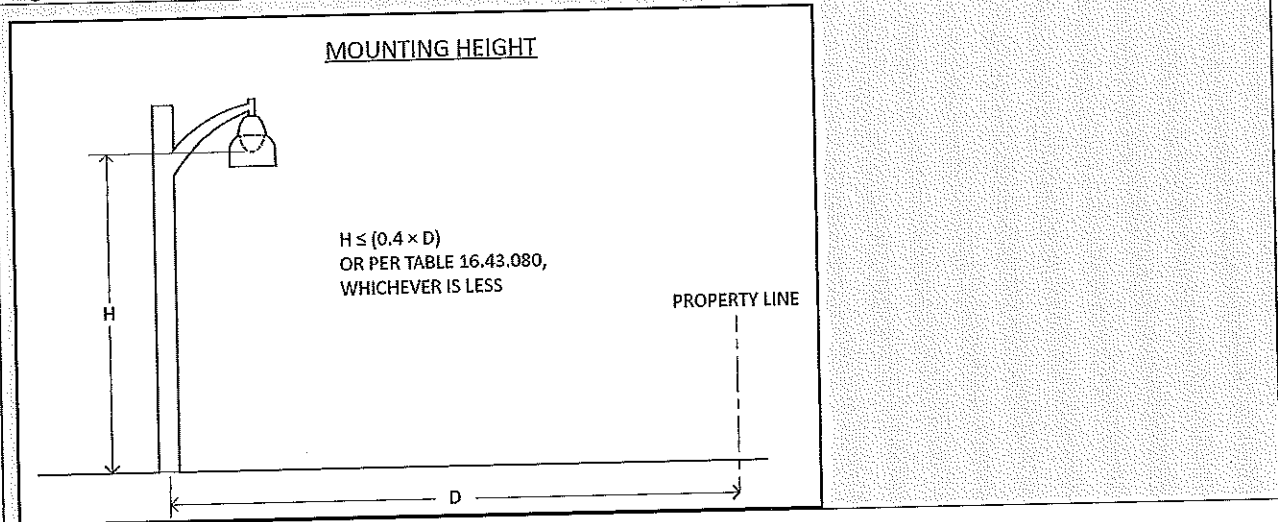
5. Street and bicycle path lights.

Findings/Applicant's Response: The development plans illustrate the location of lighting within the improvement area. Lighting specifications will be submitted and approved as part of the building permitted application.

Additional Staff Findings: Prior to final construction, the applicant shall show that lighting meets the above criteria.

This is a condition of approval.

Figure 16.43.2:



16.43.100 Exceptions to Standards:

B. To obtain such approval of an exception, applicants shall demonstrate that the proposed lighting installation:

1. Has received every reasonable effort to mitigate obtrusive light and artificial sky glow, supported by a signed statement from a registered engineer or by a lighting certified professional describing the mitigation measures.

2. The Planning Director shall review each such application. Approval may be granted if, upon review, the Planning Director believes that the proposed lighting will not create unwarranted glare, sky glow, or light trespass.

Findings/Applicant's Response: The project was designed as part of a detailed public visioning process. Site elements were chosen by project stakeholders and deemed specifically appropriate for the district. The Planning Director has the authority to approve the lighting therein based on the lighting will not create unwanted glare, sky glow or light trespass.

Additional Staff Findings: The applicant has indicated that they intend to incorporate similar lighting designs that presently line Second Avenue. However, these “acorn” lights along Second Avenue are non-conforming (the lights are not fully shielded). Prior to final construction, the applicant shall show that the streetlights mitigate obtrusive light and artificial sky glow, as supported by a signed statement from a registered engineer or by a lighting certified professional describing the mitigation measures to meet the above criteria.
This is a condition of approval.

16.43.110 Lighting Plan Required

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

A. A site plan showing the location of all buildings and building heights, parking, and pedestrian areas.

B. The location and height (above grade) of all proposed and existing luminaires on the subject property.

C. Luminaire details including type and wattage of each lamp, shielding and cutoff information, and a copy of the manufacturer’s specification sheet for each luminaire.

D. Control descriptions including type of control (time, motion sensor, etc.), the luminaire to be controlled by each control type, and the control schedule when applicable.

E. Any additional information necessary to demonstrate compliance with the standards in this section. (Ord.1338, 2010)

Findings/Applicant’s Response: The development plans include the location of the proposed lighting along the streetscape improvements and within the parking lot. Lighting specifications will be submitted and approved as part of the building permitted application.

Additional Staff Findings: Prior to final construction, the applicant shall show that lighting meets the above criteria.
This is a condition of approval.

16.49 Site and Design Review (major approval criteria)

16.49.035 Application for Site and Design Review

A. For projects in the Downtown Canby Overlay Zone, applicants may choose one of the following two processes:

1. Type II – If the applicant meets all applicable site and design review standards set forth in Chapters 16.41 and 16.49; applicant shall submit a Type II application for approval pursuant to the approval criteria set forth in 16.49.040.2; or

2. Type III – If the applicant proposes the use of alternative methods or materials to meet

the intent of the site and design review standards set forth in Section 16.41.070, the applicant shall submit a Type III application for approval pursuant to the approval criteria set forth in 16.49.040.3. The applicant must still meet all applicable requirements of Chapter 16.49.

Findings/Applicant's Response: Overall the proposed redevelopment of First Avenue and the adjacent parking field is consistent with the City's standards. However, in some instances the direct application of the City's development code is in conflict with the design. Accordingly the proposed development is being reviewed by the Planning Commission as a Type III process to ensure the deviations from the strict implementation of the code requested as part of this review are consistent with the intent of the community.

16.49.040 Criteria and standards.

A. In review of a Type III Site and Design Review Application described in Section 16.49.035.B, the Board shall, in exercising or performing its powers, duties or functions, determine whether there is compliance with the following A through D, and with Criteria 4, 5, and 6 below: :

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

Findings/Applicant's Response: Overall the proposed redevelopment of First Avenue and the adjacent parking field is consistent with the City's standards. The applicable standards and criteria are listed in this land use narrative followed by findings of fact of how the proposal complies with the requirements. However, in some instances the direct application of the City's development code is in conflict with the design. Accordingly the proposed development is being reviewed by the Planning Commission as a Type III process to ensure the deviations from the strict implementation of the code requested as part of this review are consistent with the intent of the community.

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

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are intended and have been designed to create a strong public realm in the downtown district. The project was designed to knit together all the complementing styles in to a harmonious design pallet for the district.

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.

Findings/Applicant's Response: The proposed streetscape improvements and parking lot are designed with complementary design elements including paving patterns, landscaping, and street furniture to create a strong public realm and pedestrian environment. The project design elements

are complementary to the downtown district and draw from historic design elements within the immediate 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.

Findings/Applicant's Response: The project uses conventional stormwater management design with underground catch basins that connect to a main in Second Street. The main is designed to discharge in a planned regional stormwater treatment facility. The project is designed with optional pervious parking atop the parking stall areas within the street and the parking lot. The site does not contain any viable significant native vegetation, thus, the project does not preserve and/or incorporate this vegetation into a plan however it does result in a significant increase in the amount of landscaping from what currently exists.

Additional Staff Findings: The applicant indicates that the pervious paving is "optional" above. Prior to final construction, the applicant shall indicate with specificity where the designs include pervious pavement. The city strongly encourages the use of pervious pavement in addition to other LID best management practices to the greatest extent possible. The applicant shall show all applicable LID designs prior to final construction, including the LID elements included in the applicant's response to Table 16.49.040, Site Design Review Menu below (in which the applicant states that the project will include 10-50% pervious paving materials).

This is a condition of approval.

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).

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				
Parking	0	1	2	3	4
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	-	-

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				
Number of parking spaces provided (% of minimum required)	>120%	101-120%	100%	-	-
Access	0	1	2	3	4
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
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)		-	-

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				
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%

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				
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				

Findings/Applicant's Response: Table 16.49.040 is shown below with the proposed scoring that coincides with the project highlighted in black. A total of 43 points are proposed to be awarded with 9 points being derived from the LID elements. A total of 43 points represent 70 percent of the total with 21 percent of the total derived from LID elements consistent with this requirement.

Additional Staff Findings: Staff is satisfied with the applicant's response to these criteria.

B. 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.

Findings/Applicant's Response: The proposed streetscape improvements and municipal parking lot are intended to strengthen the public realm in the downtown district. These public improvements are the base in which all other development, including buildings, is built upon. The proposed public improvements are in harmony with the environment and character that is intended to achieve with the individual criteria and standards listed above.

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 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.

Additional Staff Findings: The project includes public facility improvements, and the project is being reviewed by all applicable agencies to ensure that adequate public services are available as a result of the project.

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.

Findings/Applicant's Response: There are currently several big leaf maple trees that exist along the southern edge of the First Avenue ROW. These trees are not viable to remain with the redesign for several reasons, the most important is that the trees are declining in health and are hazardous. The roots are heaving paving and infrastructure and the existing location would preclude the redevelopment of the First Avenue corridor. An arborist report is on file at the City of Canby Public Works shop that documents the need to remove the existing trees.

16.49.065 Bicycle and pedestrian facilities.

Developments coming under design review shall meet the following standards:

A. The internal walkway system shall be extended to the boundaries of the property to adjoining properties developed or zoned for commercial, public, or multi-family uses. The walkway shall connect to an existing walkway system on adjoining property or be located so as to provide for development of a logical connection in the future when the adjoining property is developed or redeveloped.

Findings/Applicant's Response: The proposed parking lot includes a pedestrian sidewalk along the north property lines and at all street intersections. This sidewalk is designed as an extension of the public sidewalk that is being planned as part of the First Street improvements. Furthermore, all parking stalls about a sidewalk, making for a comfortable environment to travel from individual parking spaces to the pedestrian facilities.

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

Findings/Applicant's Response: The proposed parking lot includes a pedestrian sidewalk along the north property lines and at all street intersections. This sidewalk is designed as an extension of the public sidewalk that is being planned as part of the First Street improvements. Furthermore, all

parking stalls abut a sidewalk, making for a comfortable environment to travel from individual parking spaces to the pedestrian facilities. Bicycle parking is distributed throughout the parking lot.

D. Use of permeable surfacing materials for walkways is encouraged whenever site and soil conditions make it feasible. Permeable surfacing includes, but is not limited to, paving blocks, turf blocks, and porous asphalt. All permeable surfacing shall be designed, constructed, and maintained in accordance with the Canby Public Works Design Standards. (Ord. 1339, 2010)

Findings/Applicant's Response: The project will include conventional concrete material for sidewalk and walkway surfaces, however permeable surfaces are being considered for parking areas consistent with the intent of this standard.

Additional Staff Findings: The applicant shall indicate all areas that will have permeable surfaces prior to final construction.

This is a condition of approval.

16.49.080 General provisions for landscaping.

C. The minimum area requirement for landscaping for developments coming under design review shall be the percentage of the total land area to be developed as follows:

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

Findings/Applicant's Response: This standard is only applicable to the parking lot portion of the project as it is located on a separate parcel outside of the public right-of-way. The parking lot property encompasses 73,999 sf. The landscape portion of the property occupies 15,136 sf; accounting for over 20% of the lot area exceeding this standard.

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

Findings/Applicant's Response: The parking lot portion of the project is applicable to the landscaping area requirements of code since it is located on separate property outside the public right-of-way. The parking lot design exceeding the landscaping area requirement with over 20% planned with planting area. No LID stormwater credit is being sought in satisfying the landscaping area requirement.

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

Findings/Applicant's Response: Generally speaking, there are no trees or other plant materials that will be retained from the site and incorporated into the landscape plan. The exceptions are existing trees along Elm Street. The landscaping plan notates the existing trees.

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

Findings/Applicant's Response: The final landscape plan with specific material type, caliper, and size will be provided at the time of construction drawing review. The proposed plant palette is consistent with the City's allowed street trees.

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

Findings/Applicant's Response: The final landscape plan with specific material type, caliper, and size will be provided at the time of construction drawing review. The proposed plant palette is consistent with the City's allowed street trees.

K. Landscaping shall be installed in accordance with the provisions of the most recent edition of the Sunset Western Garden Book.

Findings/Applicant's Response: The final construction drawings will include planting and installation details that comply with this criterion.

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.**

Findings/Applicant's Response: The landscape architect will tag specific trees and shrubs to be used on the design. This will ensure the stock is suitable for the intended area. Planting areas have been designed to accommodate the plant material that will be placed. Detailed planting specification will be included within the construction drawings that will guide the installation of materials consistent with the intent of this standard.

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.

Staff Findings: The applicant shall show compliance with this condition prior to final construction by submitting a landscape plan and narrative addressing these criteria.

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.

Findings/Applicant's Response: The landscape architect will tag specific trees and shrubs to be used on the design. This will ensure the stock is suitable for the intended area. Planting areas have been designed to accommodate the plant material that will be placed. Detailed planting specification will be included within the construction drawings that will guide the installation of materials consistent with the intent of this standard.

D. Ground covers. *Ground covers shall be fully rooted and shall be well branched or leafed.*

Findings/Applicant's Response: The landscape architect will tag specific trees and shrubs to be used on the design. This will ensure the stock is suitable for the intended area. Planting areas have been designed to accommodate the plant material that will be placed. Detailed planting specification will be included within the construction drawings that will guide the installation of materials consistent with the intent of this standard.

16.49.100 Landscaping installation and maintenance

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.

Staff Findings: The applicant shall show compliance with this condition prior to final construction by submitting a landscape plan and narrative addressing these criteria.
This is a condition of approval.

16.49.120 Parking lot landscaping standards.

A. General Provisions. *In addition to the objectives stated in section 2 of this ordinance, goals of parking lot standards are to create shaded areas in parking lots to reduce glare, enhance the visual environment, and encourage the use of LID practices. The design of the parking area shall be the responsibility of the developer and should consider visibility of signage, traffic circulation, comfortable pedestrian access, and aesthetics. Trees shall not be cited as a reason for applying for or granting a variance on placement of signs.*

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.*

Findings/Applicant's Response: The parking lot has been planned and designed with over 20% of landscaping. This far exceeds the minimum standards of code.

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.*

3. *The use of LID best management practices in parking lots is encouraged whenever site and soil conditions make it feasible. Such practices include, but are not limited to, permeable*

surfacing materials, and integrating LID stormwater management facilities into the required landscaping areas.

Findings/Applicant's Response: The parking lot has been planned and designed with over 20% of landscaping and exceeds the minimum standards of code. The internal landscaping islands are in excess of six feet wide. The parking lot may include some degree of pervious paving in the parking spaces on street and within the lot.

Additional Staff Findings: Prior to final construction, the applicant shall indicate with specificity where the designs include pervious pavement. The applicant states in Table 16.49.040, Site Design Review Menu, that the project will include 10-50% pervious paving materials.

This is a condition of approval.

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

1. Fifteen (15) percent for all residential, industrial, and commercial zones (except as provided below in subsections B and C).

2. Five (5) percent for the Downtown-Commercial Zone for any off-street parking spaces provided.

3. Ten (10) percent for the Core Commercial (CC) sub-area of the Downtown Canby Overlay Zone for any off-street parking spaces provided.

Findings/Applicant's Response: The parking lot property is 73,999 square feet, whereas landscaping encompasses 15,136 square feet. Landscaping encompasses over 20% of the site area, thus exceeding the code requirement in the CC sub area.

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.

3. Landscape islands may be counted toward the minimum parking lot landscaping requirements.

Findings/Applicant's Response: All internal landscape islands are in excess six feet in width, the typical island is 180 square feet. There are two (2) instances where the design has nine (9) contiguous stalls. The parking bays are generally short and include an average of 16 stalls in a row with a total of three (3) landscape islands per parking bay. As noted earlier in the narrative, one of the proposed islands needs to accommodate vaults that will support the undergrounding of power along the corridor. The proposed redevelopment of the parking field is consistent with these standards, more internal landscape area is provided than what is required, and landscape areas are distributed throughout the site to ensure good canopy coverage of the lot.

The proposed landscape island located between Elm and Fir does not contain a tree. The tree cannot be located within this island as the area is necessary to accommodate the vaults that support the undergrounding of the power. The proposed development area has more landscape area and more trees than what the code would require. The additional landscape area and trees effectively mitigate the loss of this tree.

The proposed redevelopment of the parking lot results in a design that has nine (9) contiguous spaces without an island between Fir and Holly as well as Holly and Ivy. The overall design includes more landscape area than what is required. The strict application of this standard would result in the loss of two (2) parking spaces. The proposed design includes internal landscape islands and landscape islands that "cap" each edge of the parking field. The proposed design is consistent with the intent of the standard to assure that landscape areas and corresponding tree canopies are distributed throughout the parking field.

Additional Staff Findings: Staff concurs with this interpretation of the above criteria. In addition, since the parking lot is broken into "areas" of 16 spaces or less. Therefore, staff finds that the applicant complies with the above standard.

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

Findings/Applicant's Response: The trees proposed within the parking lot area are well suited to the application and listed on the City's approved tree list. The trees proposed will include zelkova, a red maple, flowering pear and linden. A detailed planting plan with species and installation specifications will be provided at the time of construction drawing review consistent with the standards identified above.

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.

Findings/Applicant's Response: Perimeter landscaping is planned along the southern property and is designed pursuant to code. Other property lines include pedestrian amenities but incorporate a generous amount of landscaping material. Trees along the perimeter are planted at a minimum at 40 feet on center. Along the southern property line a wall and fence are proposed. The combination of the wall and shrubs will assure the parking field is screened from adjacent uses consistent with this standard. The northern property line is adjacent the First Avenue ROW and includes large shade canopy trees, flower boxes and shrubs that will effectively screen the area consistent with this requirement.

Additional Staff Findings: The applicant should choose appropriate species for the planter boxes and for landscape strips that will grow tall enough to meet the above criteria. The applicant shall show compliance with this condition prior to final construction by submitting a landscape plan and narrative addressing these criteria.

This is a condition of approval.

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/Applicant's Response: All planted areas will be irrigated consistent with City standards. Detailed irrigation designs will be provided along with installation specifications at the time of construction drawing review.

16.49.130 Revegetation in unlandscaped areas.

The purpose of this section is to ensure erosion protection for those areas which are not included within the landscape percentage requirements so that eventually native plants will re-establish themselves, and so that trees will not be lost due to uncontrolled erosion.

A. Replanting. Where natural vegetation has been removed or damaged through grading in areas not affected by the landscaping requirement and that are not to be occupied by structures or other improvements, such areas shall be replanted with materials approved by the Site and Design Review Board.

B. Plant materials shall be watered at intervals sufficient to assure survival and growth for a minimum of two (2) growing seasons.

Staff Findings: The applicant shall show compliance with this condition prior to final construction by submitting a landscape plan and narrative addressing these criteria.

This is a condition of approval.

16.49.150 Parking lots or paving projects.

All new paving or parking lot projects which create over 2,500 square feet of impervious surface and any new paving added to existing paving areas which creates a total of more than 2,500 square feet of impervious surface must meet City storm drainage requirements, parking lot landscaping standards and the drainage and access standards of the Oregon Department of Transportation (if applicable). Applicants for such paving projects must submit an application to the Planning Department. Application procedures shall be as described in Chapter 16.89. (Ord. 1019 section 3, 1999; Ord. 1080, 2001)

Findings/Applicant's Response: The streetscape improvements and parking lot will be directed into a public conveyance system and treated within a regional treatment system. The proposed design is consistent with the City's standards, the proposed development will result in a net reduction in stormwater runoff through the elimination of a significant impervious area and provision of a significant landscape area..

16.86 Street Alignments Regulations

16.86.020 General Provisions

A. The Transportation System Plan shall be used to determine which streets are to be arterials,

collectors, and neighborhood connectors. All new streets are required to comply with the roadway design standards provided in Chapter 7 of the TSP. The city may require right-of-way dedication and/or special setbacks as necessary to ensure adequate right-of-way is available to accommodate future road widening projects identified in the TSP.

Findings/Applicant's Response: The proposed streetscape improvements comply with transportation planning elements of the TSP. The proposed project does not require any additional right-of-way to be dedicated from private land owners to the north. The proposed improvements within the First Avenue ROW are consistent with the design identified within the City's TSP and do not preclude any master plan improvements.

B. Right-of-way widths and cross section standards for new streets shall be in conformance with the Canby Transportation System Plan and the Public Works Design Standards.

Findings/Applicant's Response: The proposed cross section provides generous pedestrian use areas and shared travel facilities to accommodate vehicles and bicyclists.

C. The Public Works Director shall be responsible for establishing and updating appropriate alignments for all streets.

Findings/Applicant's Response: The proposed streetscape improvements will not result in a new street alignment.

D. No building permit shall be issued for the construction of a new structure within the planned right-of-way of a new street, or the appropriate setback from such a street as established in Division III.

Findings/Applicant's Response: The project will rebuild and enhance an existing street. The street reconstruction will stay within its existing alignment and will not result in a new street segment.

E. Existing structures which were legally established within a planned road alignment or abutting setback shall be regarded as nonconforming structures.

Findings/Applicant's Response: The proposed streetscape improvement plan will revitalize and rebuild an existing street. The project will not affect any building as part of the street enhancement.

F. Bikeways and bike lanes shall be provided consistent with the Bicycle Plan element of the Transportation System Plan.

Findings/Applicant's Response: The bicycle element of the Transportation System Plan does not designate any new or existing bicycle facility along First Avenue within the project boundary.

G. Pedestrian facilities shall be provided consistent with the Pedestrian Plan element of the Transportation System Plan.

Findings/Applicant's Response: The Pedestrian plan calls for sidewalks to be placed on both sides of the streets. The proposed street design includes generous sidewalks on both sides of First Avenue as illustrated in the Transportation System Plan.

16.86.040 Recommended Roadway Standards

Specific standards for roadway design are located in the Transportation System Plan and Canby Public Works Design Standards. (Ord. 1338, 2010)

Findings/Applicant's Response: The proposed streetscape improvements are consistent with the general local roadway design within the Public Works Design Standards. However, this specific roadway cross section has been modified slightly to give the downtown community a higher quality streetscape that far exceeds minimum standards. The proposed cross section does not omit any significant street design element.

16.86.060 Street Connectivity

When developing the street network in Canby, the emphasis should be upon a connected continuous grid pattern of local, collector, and arterial streets rather than discontinuous curvilinear streets and cul-de-sacs. Deviation from this pattern of connected streets shall only be permitted in cases of extreme topographical challenges including excessive slopes (35 percent plus), hazard areas, steep drainage-ways and wetlands. In such cases, deviations may be allowed but the connected continuous pattern must be reestablished once the topographic challenge is passed. (Ord. 1340, 2011)

Findings/Applicant's Response: The proposed streetscape improvements replace and enhance an existing roadway. All existing street connections will be maintained to ensure district connectivity.

16.89.050 Application and Review Procedures Type III Decision

Notice of this application and this hearing was mailed to owners of lots within 500 feet of the subject properties on November 17, 2011. As of the date of this Staff Report, six comments were received by City of Canby Planning Staff. The applicant also conducted a significant amount of public outreach, including a series of three public workshops and forming the First Avenue Working Group for additional input. A complete summary of the applicant's public involvement efforts is provided at the end of this staff report as Exhibit B.

V. PUBLIC TESTIMONY

Notice of this application and opportunity to provide comment to the Planning Director 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:

- Canby Utility, dated 11/21/11: Provided comments regarding vault locations and numbers, electricity for the pavilions, and required trenching and electrical work

- Canby Fire District, dated 11/21/11: Conveyed concerns regarding turning radii on Grant and Holly. The applicant has indicated that they are currently working with Canby Fire District to address these concerns.
- Canby Telcom, dated 11/23/11: Provided comments regarding utility trenches and man-holes.
- Tom Vandehey, dated 11/23/11: Provided input regarding desired tree species and a local nursery source. This input will be considered during review of the future landscaping plan.
- Curt McLeod, City of Canby Consulting Engineer, dated 11/28/11: Provided comments regarding radii and dimensional information, improvements to the west side on 1st and Elm, ADA compliance, street crossing designs, roadway improvement needs, parking lot dimensions, sanitary sewer lines, storm drainage lines, the private stormwater system, concerns over planter conflicts with car doors, curb designs, vertical curves and grades, and sidewalk cross slopes.
- Jeff Peterson, date 11/29/11: Expressed concern regarding the purpose of the pavilions, the number of parking spaces, façade improvements, and signage during construction. These concerns are addressed in this report and were also addressed in the public involvement process for this project.

VI. CONDITIONS OF APPROVAL

Approval of this application is based on submitted application materials and public testimony included in Exhibits A-D. 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 #DR11-05, 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

1. Ensure compliance with 16.10.070(A)(9), Table 16.10.070(B)(9), and ORS 447.233 regarding handicapped accessible parking. The applicant shall show compliance with this condition prior to final construction by submitting final building plans and a narrative addressing these criteria.
2. Ensure compliance with Table 16.41.070 (C)(2) and Table 16.41.070(E)(2), which address the design of the pavilions. The applicant shall show compliance with this condition prior to final construction by submitting final building plans and a narrative addressing the standards in the above Tables.
3. The applicant shall submit a lighting plan that addresses the standards in 16.43.060(A), 16.43.070(A-E), Table 16.43.070, 16.43.080(A), 16.43.100(B), and 16.43.110(A-E). The applicant shall show compliance with this condition prior to final construction by submitting final building plans and a narrative addressing these criteria.
4. The applicant shall incorporate 10-50% of pervious paving of into the square footage of the parking lot in conformance with Table 16.49.040, 16.49.040(A)(4), 16.49.120(C), and 16.49.065(D). The applicant shall show compliance with this condition prior to final construction by submitting final building plans and a narrative addressing these criteria.
5. The applicant shall submit a landscape plan that addresses the standards in 16.49.080 (I-L), 16.49.080(N-P), 16.49.090(A-D), 16.49.100, 16.49.100, 16.49.120(F-H), and 16.49.130. The applicant shall show compliance with this condition prior to final construction by submitting final building plans and a narrative addressing these criteria.

6. The applicant shall address agency comments in the construction phase of the project.

B. Procedural Conditions

Prior to Issuance of Building Permit 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 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, 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 review of Fire & Life Safety, Plumbing, and Electrical permits for this project. Fire & Life Safety approval must be obtained from Canby Fire prior to issuance of a City building permit.

C. Prior to Issuance of Occupancy Permit the following must be completed:

1. A non-residential wastewater survey must be submitted for review and approval prior to final building occupancy.

VII. Decision

Based on the application submitted and the facts, findings and conclusions of this report, Staff recommend that the Planning Commission approve Site and Design Review DR 11-05 pursuant to the conditions presented in this Staff Report in Section VI.



November 23, 2011

Comments from Canby Telcom for NW 1st Avenue Redevelopment:

- We would like to place 1.25" P in all utility trenches within this redevelopment project which would be 3-1.25" P along the South side of NW 1st Ave, and 2-1.25" P in any crossing into Side Streets.
- Canby Telcom will follow the power design as much as possible; however there will be additional trenches needed on the West side of N Fir St from the South side of NW 1st Ave to the alley between NW 1st and NW 2nd Ave for completion communication services route.
- There will be additional a series of man-holes set along the South side of NW 1st Ave which required for distribution.

Thank you very much for the opportunity to prepare for the redevelopment for our community.

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 November 29, 2011 at 5pm

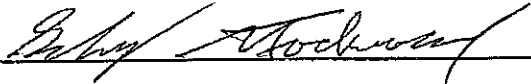
PLEASE MARK ONE:

- 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. The Transformer and Vault locations as drawn are Not accepted by Canby Utility. The Engineer for the City of Canby and Canby Utility are currently working on acceptable locations.
2. Additional Vaults will be required on the building side of the street and are not shown.
3. Electrical Services for the pavillions and lot lighting are not shown, it is Canby Utility's understanding these will be required
4. City provided trenching and electrical work will be required outside projects described scope. particular areas will be the alley between 1st and 2nd on Holly, Fir from 1st to 2nd and the parking lot area behind the buildings on the 300 Block, prints are currently being developed

NAME: Gary Stockwell

SIGNATURE: 

DATE: 11-21-11

TITLE: Line Foreman

AGENCY: Canby Utility, Electric Department

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!

November 28, 2011

MEMORANDUM

TO: Mr. Bryan Brown, Planning Director
City of Canby

FROM: Curt McLeod, PE
Curran-McLeod, Inc. 

RE: **CITY OF CANBY**
NW 1ST AVENUE (DR 11-05)

We have reviewed the preliminary plans submitted for the NW 1st Avenue improvements and have the following comments:

1. We recognize these are preliminary, and anticipate the final design drawings will contain much more dimensional information, including all radii information. All curb return radii shall be in conformance with Oregon Fire Code/ Metro Code Committee requirements and approved by the Canby Fire Department, typically with a minimum 28 foot radius at the bumpouts.
2. The west side of NE 1st and Elm Street should be improved with the project to complete the gateway entrance to downtown. Improvements should include curbs, ADA ramps and sidewalks as a minimum.
3. All concrete sidewalk street crossings must be reinforced with a minimum of 6"x6"x10 Ga mesh fabric or rebar.
4. Roadway improvements are needed at the intersection of N. Ivy St and NW 1st Ave in accordance with the Canby Transportation System Plan, however, the City has indicated these will be delayed until required to meet future demands.
5. The parking lot dimensions should comply with section 16.10.070 of the Canby Municipal Code.
6. The sanitary sewer mainline extensions shall be a minimum 8-inch diameter and can be installed with a minimum slope of 0.0040 ft/ft. Service laterals to the gazebos may be 6"

Mr. Bryan Brown
November 28, 2011
Page 2

and should be installed with a minimum 0.0200 ft/ft slope as required by the Uniform Plumbing Code. A cleanout must be installed at the property line or at the building as in this case the building is a public improvement.

7. The public storm drainage mainline extensions must be a minimum of 12" diameter and all laterals to catch basins a minimum of 10" diameter. In the public right of way, all angle points, grade breaks or junctures should be made with a catch basin or manhole. A maximum of 2 catch basins can be used in series. All public parking areas should have a pervious pavement section with an overflow to the piped conveyance system.
8. The private stormwater system must meet the requirements of the Clackamas County Plumbing Department. We would anticipate all parking areas outside of the public right of way would have pervious pavement, as shown. A storm drainage report should be submitted by the design engineer to the City of Canby for review. The report must include provisions for the disposal of the generated stormwater runoff from the newly created impervious areas with overflows to the public conveyance system.
9. The raised planters along the northwest side of 1st Avenue may conflict with car doors and pedestrian movements. A minimum of 18" clear should be provided along the curb.
10. We recommend the curbs be designed to avoid any trapped areas, such as the angled parking stall on Holly Street at the NW corner of the intersection of 1st and Holly.
11. Street design should include vertical curves anytime the grade change is greater than 1%.
12. Verify the sidewalks have a maximum of 2% cross slope along the entire accessible route. Grades may be steeper outside of an accessible route.

COMMENT FORM: *Comments are due by November 29, 2011 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 turning Radiuses on Grant and Holly do not meet the requirements of the Oregon Fire Code. I made these comments early in the project they are still the same and nobody has contacted the Fire District to work out a solution. The Fire District will not approve this project without changes.

NAME: Todd Gary _____

SIGNATURE: _____

DATE: November 21, 2011 _____

TITLE: Deputy Fire Marshal _____

AGENCY: Canby Fire District _____

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!

COMMENTS: If you would like written comments to be incorporated into the City's Staff Report and to be included in an information packet for the Planning Commission, please review the enclosed application and return the Comment Form on back by November 29, 2011. You may also attend the Public Hearing on December 12, 2011, 7pm at 155 NW 2nd Avenue and the City will accept all written comments received prior to the hearing on December 12, 2011.

My biggest concerns are the purpose of the 4 pavilions and the resulting loss of customer parking. Retaining the maximum customer parking spaces should be priority number one and replacing them with pavilions that will get minimal use is not a very good use of resources.

As a downtown business owner, I feel our number one priority should be to direct traffic off 99E in order to retain and attract profitable, tax paying businesses and I am at a loss to see how this project accomplishes either goal.

With the city offering to pay for the majority of facade improvements that are in desperate need of upgrading on first avenue, it would be helpful to know what the library is going to look like so the people responsible for approving the improvements will have a cohesive look and feel.

During construction it would be very helpful to have better signage directing customers and employees where to park. It is imperative that we have a plan for where long term employee parking will be acceptable so as not to consume all the short term customer parking.

NAME: Jeff Peterson

ORGANIZATION OR BUSINESS (If Any): Parsons Canby Pharmacy

ADDRESS: 294 NW 2nd Ave

PHONE # (Optional): 503 266 2233

DATE: 11/29/11

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!

November 28, 2011

As per your request for input re: First St. Project

The merchants on First Street have no idea how disruptive this project will be to their businesses. We have still not recovered completely from the loss of business when 2nd Ave. was “re-done” several years ago. Our walk-in customer traffic has been hurt ever since.

That project took over twice as long as stated—and we permanently lost parking spaces—and with narrower streets some people even now avoid driving down 2nd Ave. The reduce parking on First St. will definitely hurt those businesses and probably have an adverse affect on 2nd Ave. as well and maybe even 3rd St.

It seems to me that the planned pavilions will not be worth the number of parking spaces they will eliminate.

To help mitigate the parking problem during the construction you will need extremely good signing to direct customers to available parking. Also, merchants and employees will have to be forbidden from parking on downtown streets.

It is imperative that construction begin as early as possible to finish before the holiday rush because it will take 2 to 3 times the amount of time you plan for.

The current project at Wait Park is causing parking problems because employees are taking up much of the remaining street parking. That project also demonstrates the adverse disruption and delays mentioned earlier. (Also the continues delays on the Knights Bridge Road project.)

If the First St. project cannot start very early next year, I would suggest postponing it another year.

In conclusion I can not over-emphasize the importance of maintaining all possible parking spaces because once they're gone they are lost forever! The unintended consequences of this project worry me greatly.

Sincerely,

Don Peterson
Parsons Canby Pharmacy

COMMENTS: If you would like written comments to be incorporated into the City's Staff Report and to be included in an information packet for the Planning Commission, please review the enclosed application and return the Comment Form on back by November 29, 2011. You may also attend the Public Hearing on December 12, 2011, 7pm at 155 NW 2nd Avenue and the City will accept all written comments received prior to the hearing on December 12, 2011.

Nice Trees for front Street Project

- ① Apollo Maple Height 25' Spread 10'
Narrow Columnar
Ideal for limited spaces

Available from jschmidt.com / A CANBY NURSERY

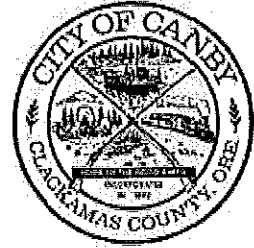
- ② Mountain Sentinel- Aspen Height 35' - spread 8'

NAME: Tom Vandehy
ORGANIZATION OR BUSINESS (if Any): VITAMIN PLAZA
ADDRESS: 121 N GRANT ST
PHONE # (Optional): 503 266 4969
DATE: 11-23-2011

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@cl.canby.or.us

THANK YOU!



CITY OF CANBY
**FIRST AVENUE GATEWAY
REDEVELOPMENT**
PUBLIC INVOLVEMENT SUMMARY
AUGUST 1ST, 2011



Prepared by.

LRS
ARCHITECTS



Cardno
Shaping the Future

Contents

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EXHIBITS

Exhibit A:	Rendered Streetscape Plan
Exhibit B:	DD-Civil Plan Set
Exhibit C:	Cost Estimate

FIRST AVENUE WORKING GROUP (FAWG)

Bev Doolittle, Canby Chamber

Matt Michel, Canby Utility

Julie Wehling, Canby Area Transit

Ryan Oliver, Business Owner

Jan Milne, Planning Commissioner

Brian Hodson, City Councilor

Ami Keiffer, Canby Main Street

Matilda Deas, Canby Planning

Curt McLeod, City Engineer

Nancy Muller, Canby Area Transit

Penny Hummel, Canby Library

Scott Sasse, Business Owner

Greg Parker, City Councilor

Renata Mengelberg, Canby Economic Development

Robert Bitter, Canby Urban Renewal Agency

CITY OF CANBY URBAN REWAL AGENCY

Richard Ares, Chairman

Randy Carson, Commissioner

Walt Daniels, Commissioner

Tim Dale, Commissioner

Traci Hensley, Commissioner

Brian Hodson, Commissioner

Greg Parker, Commissioner

DESIGN TEAM

Greg Mitchell, AIA LRS Architects

Paul Frank, AIA LRS Architects

David Dougherty, ASLA Dougherty Landscape Architects

Eric Parsons, RLA Dougherty Landscape Architects

Michael Cerbone, AICP Cardno WRG

Jeff Shoemaker, PE, LEED AP Cardno WRG

PROJECT DESCRIPTION

The City of Canby Urban Renewal Agency and community members desire to make downtown Canby a thriving, attractive city center. The First Avenue Redevelopment Project is envisioned to actively work towards this end through the redevelopment of the First Street corridor. Identified improvements are targeted to create a vibrant and attractive streetscape along the corridor and provide a strong connection to and from the Highway 99E Corridor.



The intent of the process and corresponding design is to draw attention to the downtown Canby while resolving some existing aesthetic and pedestrian concerns, all in very close coordination with the business owners, residents and other stakeholders within the downtown. The project approach sought to engage the community in the redesign of downtown through a transparent, open process that worked towards establishing support for the project and implementation. The primary focus of this project was centered on fostering and establishing public support for the process and design. Members of the Design Team worked closely with URA and members of the First Avenue Working Group (FAWG), business owners and community members to create concepts that capture the community's vision for the Gateway.



FIRST AVENUE PROJECT LIMITS

The First Avenue Redevelopment Project focuses along the First Avenue corridor in downtown Canby. The project area is bounded by the railroad tracks to the south, Ivy Street to the east, Elm Street to the West and the northern limit is represented by the storefronts along First Avenue. The area is identified below within the dashed yellow box.



PUBLIC INVOLVEMENT PROCESS

The Public Involvement process for the First Avenue Redevelopment project was organized into three (3) separate and overlapping approaches. The public involvement approach included interviews of affected business and property owners, a technical advisory committee (First Avenue Working Group) and several community meetings. Each approach is described in more detail below.

PROPERTY/BUSINESS OWNER MEETINGS

The Design Team met with property and business owners to obtain opinion and comments from the people who work and own businesses within the study area as the first step in the process. This provided the Design Team a good feel for the area and immediate concerns. This information provided a firm foundation to begin engaging the community. Several meetings were scheduled in the morning and afternoon to provide opportunities for varying schedules. Members of the Design Team also walked the First Avenue corridor and portion of Second Street and talked with business owners who were unable to attend the meetings. At the meetings the Design Team facilitated a discussion regarding the opportunities and constraints inherent in Canby's Downtown. The following bullet points summarize the information collected during these meetings and one-on-one interviews:

- Concern about visibility from 99e into Downtown Canby
- Concern about loss of parking
- Support to use the lights from Second Street along First Avenue
- Support for undergrounding power
- Support for façade improvements
- Minimize construction related impacts on businesses
- Do not like existing curb extensions on Second Street
- Concern about how proposed landscaping would be maintained
- Accommodate delivery trucks

FIRST AVENUE WORKING GROUP (FAWG)

The City formed the First Avenue Work Group (FAWG) to act as the technical advisory group to provide guidance and recommendations for the overall project design. The Design Team met with the FAWG periodically throughout the process. The FAWG was composed of business owners, property owners, community stakeholders and City staff. The project team hosted three (3) FAWG meetings that included discussion of the project concerns, alternatives analysis, plan refinement, and preferred design selection.

FAWG Meeting #1: Concept Direction

The first FAWG meeting was utilized to review the information collected during the property/business owner meetings and community meeting # 1. The FAWG reviewed the information collected to date and provided direction to Design Team regarding the preparation of three (3) concepts for the redevelopment of the area. The following is a summary of the concepts discussed and direction provided to the Design Team:

- **Street Trees:** It was noted that the existing street trees are in poor health and should be removed.
- **Depot Museum:** There was discussion regarding the relocation of the Train Depot. The consensus of the group was to include the relocation of the Depot Museum in at least one of the design concepts.
- **Undergrounding Utilities:** There was support for undergrounding power and concern about the impacts to individual businesses.
- **Stormwater Treatment:** Discussion ensued regarding stormwater treatment and area needed to accommodate low impact development (LID) stormwater approaches. The consensus of the group was to rely on the City's planned regional stormwater to treat stormwater from the project.
- **Public Events:** There was support providing an area for community events such as the farmer's market. The consensus of the group was to include an area for events provided it could also be used for parking when not in use.
- **Structure:** The group discussed the concept of incorporating structures into the design. The consensus was to include at least one structure within the design concepts.
- **Design Concepts:** The consensus of the group was to prepare three (3) concepts that incorporated the information discussed. The intent of the concepts is to demonstrate the possibilities and generate community discussion

FAWG Meeting #2: Concept Refinement

The second FAWG meeting was utilized to review the three (3) concepts prepared by the Design Team prior to presenting the options to the community. Three concepts, Options A-C were prepared for the meeting. Discussion ensued regarding each option, the consensus of the group was to make the following changes prior to Community Meeting #2:

- Comparison Chart: Add an existing conditions column detailing the number of parking spaces and quantify the number of spaces impacted and provided on each option.
- Option A: Change the design to use a more urban landscape approach, as detailed in front of the civic block. Smooth the curb to allow easier access for street sweeping. Move the fence to the property line.
- Option B: Display tents for vending areas only along the civic block. Show the depot museum as a call-out, similar to Option A.
- Option C: Show the fence on the property line

OPTION COMPARISONS

OPTION A - TRADITIONAL MAIN STREET

- Parking Spaces - 297 Existing (127 to be eliminated due to Railroad)
Approximately 166 Proposed
- Landscape Area - Approximately 11,700 SF*
- Traditional Main Street with Parallel Parking
- Flexible Parking Pods
- Flexible Market or Festival Space
- Intersections Anchored with Buildings or Plazas
- Can Accommodate Truck Traffic
- Can Accommodate Depot Museum (with reduced parking)

OPTION B - DIAGONAL PARKING

- Parking Spaces - 297 Existing (127 to be eliminated due to Railroad)
Approximately 146 Proposed
- Landscape Area - Approximately 18,400 SF*
- Diagonal Parking on Both Sides of the Street
- South Side Esplanade with Activity Space
- Pavilion Opportunities at the South Ends of Holly and Eli
- Can Accommodate Truck Traffic
- Trees in Planting Islands on the North Side of the Street
- Can Accommodate Depot Museum (with reduced parking)

OPTION C - PARKING LOT

- Parking Spaces - 297 Existing (127 to be eliminated due to Railroad)
Approximately 228 Proposed
- Landscape Area - Approximately 14,400 SF*
- This Design is a Parking Lot Option rather than a Streetscape Option
- Does Not Accommodate Truck Traffic (as shown)**
- Large Areas of Uninterrupted Paving
- Does Not Accommodate Depot Museum
- Does Not Accommodate Market without Traffic Closure

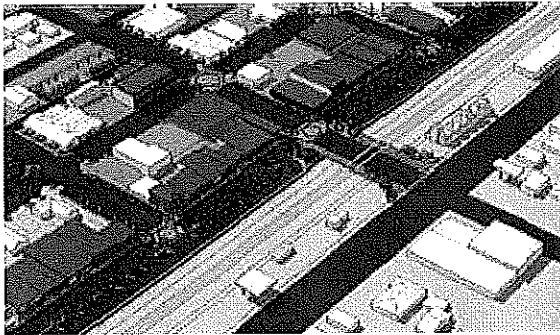
* Area Estimate does not include parking in RA ROW
** Redesign of Option C to accommodate truck traffic would result in significant reduction of parking

FAWG Meeting #3: Preferred Alternative

The third FAWG meeting was utilized to review the information collected from the community concerning the proposed concepts and select a preferred alternative. City staff noted at the meeting they were unable to negotiate the ability to landscape a portion of the railroad property. City staff reported that an estimate for undergrounding the power along First Avenue had been completed, it was reported an initial estimate of \$400,000 would cover the costs to underground the line and relocate services on private property.

The group discussed the information collected at community meeting #3. The consensus of the group was to utilize Option A as the preferred option. The group then discussed the detailed aspects of the preferred alternative as summarized below:

- Examine options for increasing landscape along the fence line that minimize impacts to parking.
- Provide benches, sleeves for flags, bike racks and a restroom.
- Utilize same lighting as found along Second Street, do not include the planters, do include electricity, irrigation and banner arms.
- Explore options to include bollard lighting
- Explore options to include street trees along the business side of First Avenue that do not conflict with entrances, windows and awnings.
- Provide electrical outlets for street trees.
- Integrate potential public art locations into the design.



COMMUNITY MEETINGS

The project approach included three (3) Community Meetings that designed to engage the community in the design of the First Avenue corridor improvements. These meetings were hosted at Cutsforth Townhall and were noticed in the Canby Herald. Community meetings were conducted in an open house format with a formal presentation provided and opportunities for questions and answers. The first meeting was intended as a forum to discuss the existing conditions of the downtown and identify opportunities and constraints inherent in redeveloping the area. The second meeting was intended to provide a forum where the three (3) concepts could be shared with the community to get feedback for the selection of preferred alternative. The third meeting is intended to present the final design, as selected by the Urban Renewal Agency to the community and provide more detail concerning the project schedule and implementation.

Community Meet #1: Opportunities and Constraints

The Design Team hosted a Community Meeting to relay information gathered from property and business owners and to continue to identify additional opportunities and constraints for the project design. At the meeting participants collaboratively discussed and identified issues of concern for the project. A snow card exercise was utilized to rank the concerns for incorporation into the design. Twenty-six (26) people attended and participated in the meeting. The following items were identified by the majority of the attendees as relevant to guide the development of the project (numbers in parenthesis reflect the number of people who supported each statement):

- Retain as much parking as possible (14)
- No pavers or bricks, use stamped concrete (13)
- Ensure good visibility from 99e (12)
- Relocate the depot museum (11)
- Expand the sidewalks from 8 to 11 feet wide (10)
- Replace the street trees (10)
- Keep It Simple Stupid – nothing too flashy (9)
- Ensure ongoing maintenance (8)
- Coordinate efforts (8)

Community Meet #2: Concept Presentation

The Design Team hosted a second Community Meeting to present the three (3) design concepts that had been prepared for the community. Twenty-six (26) people attended and participated in the meeting. At the meeting the team summarized the outreach process that had occurred to date and summarized the information gathered from property and business owners that guided the development of the concepts. A formal presentation of each of the options was presented at the meeting. After each option was presented

the group identified both positive and negative aspects of each design. A snow card exercise was utilized to rank the groups preference for which concept to refine and to identify important aspects of the final design. The majority of the group who attended and participated in the meeting identified Option A as the preferred alternative. Attendees noted that Option A provided a good balance between design and parking. The following items were identified by the majority of the attendees as relevant to guide the development preferred alternative (numbers in parenthesis reflect the number of people who supported each statement):

- Provide pavilions with business opportunities (6)
- Do not relocate the depot museum downtown (3)
- Do not allow backing into traffic (3)
- Provide a public restroom (3)
- Provide an event area (2)

Community Meet #3: Preferred Alternative and Implementation

The Design Team hosted a third meeting on June 20, 2011 to present the preferred alternative to the community. The design was presented in detail and an opportunity for questions and answers was provided. The Design Team identified the next steps for the project at the meeting including a preliminary timeline for entitlements and construction.

DESIGN CONCEPTS

The design process included the development of three (3) concepts that sought to reflect the public's sentiment and the vision articulated by the FAWG. These concepts were developed based on information collected from the community and refined based on input provide by the FAWG. The options were presented to the community during the Community Meeting #2. Each options is briefly described below:

Option A: Traditional Main Street with Parallel Parking

This option most closely resembles the current layout and design of the area. The design includes a separate parking area adjacent the railroad track and incorporates parallel parking along both side of First Avenue. Buildings and/or plazas are proposed to anchor the intersection corners. The design allows for all or small portions of the parking area to be closed off to accommodate festivals and community activities.

Option B: Diagonal On-street parking

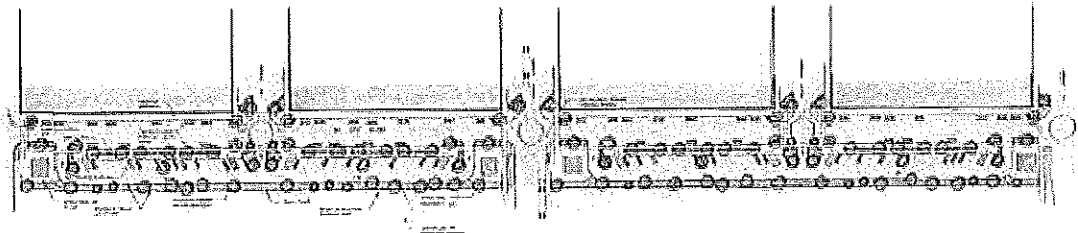
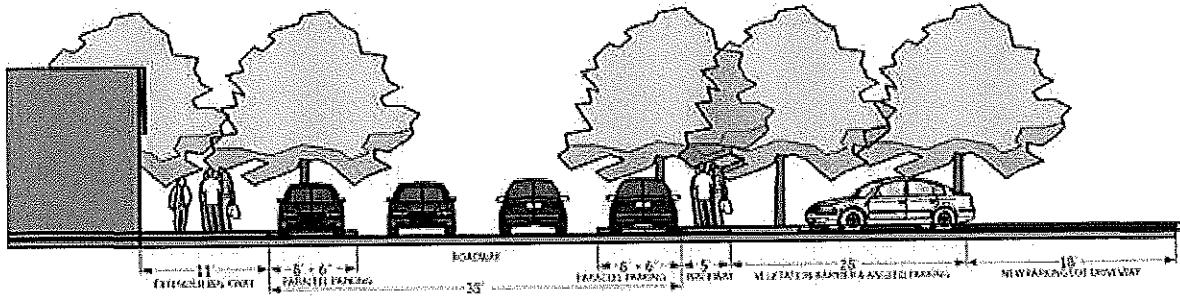
This option most closely resembles the current layout and design of Second Street. The design provides for diagonal on-street parking on both sides of the First Avenue. The design incorporates opportunities for pavilions and/or plazas at the terminus of Holly and Fir streets. A wide pedestrian oriented activity area is located adjacent the railroad tracks with flexible space intended to accommodate vendors and community activities.

Option C: Parking Lot

This option sought to maximize the amount of parking that could be provided within the First Avenue corridor. The design utilizes diagonal parking along with parallel parking. The design provides opportunities for plazas and/or landscaping at the terminus of Ivy and Holly Streets.

OPTION A - TRADITIONAL MAIN STREET

- Parking Spaces - Approximately 167
- Landscape Area - Approximately 11,700 SF*
- Traditional Main Street with Parallel Parking
- Flexible Parking Pods
- Flexible Market or Festival Space
- Intersections Anchored with Buildings or Plazas
- Can Accommodate Truck Traffic
- Can Accommodate Depot Museum (with reduced parking)



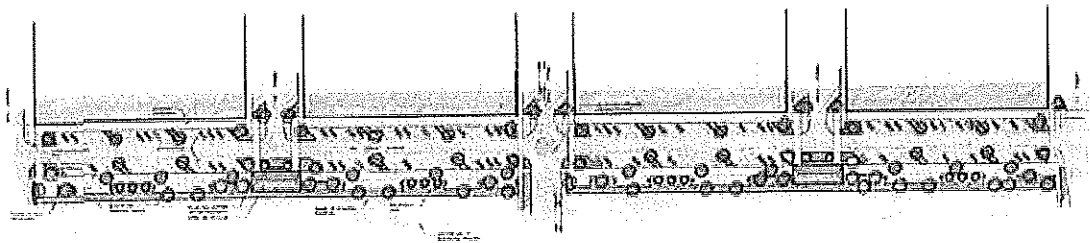
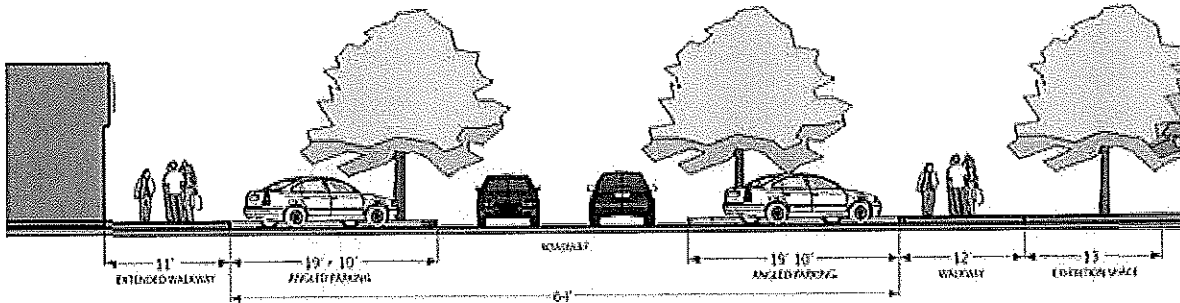
PARKING DATA APPROPRIATE	
PERMITS TO PARK	100%
LOADING OFF-LOADING	100%
ADDITIONAL	100%
PARKING DATA TOTAL	
PERMITS TO PARK	100%
LOADING OFF-LOADING	100%
ADDITIONAL	100%
TOTAL PARKING SPACES	
	167

PRELIMINARY
OPTION 'A'



OPTION B – DIAGONAL PARKING

- Parking Spaces - Approximately 147
- Landscape Area - Approximately 18,400 SF*
- Diagonal Parking on Both Sides of the Street
- South Side Esplanade with Activity Space
- Pavilion Opportunities at the South Ends of Holly and Fir
- Can Accommodate Truck Traffic
- Trees in Planting Islands on the North Side of the Street
- Can Accommodate Depot Museum (with reduced parking)



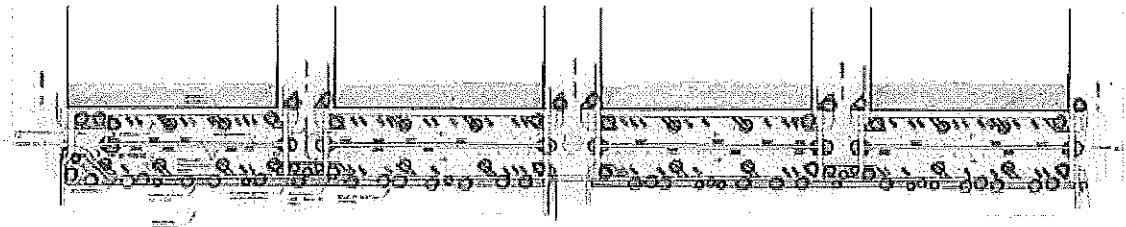
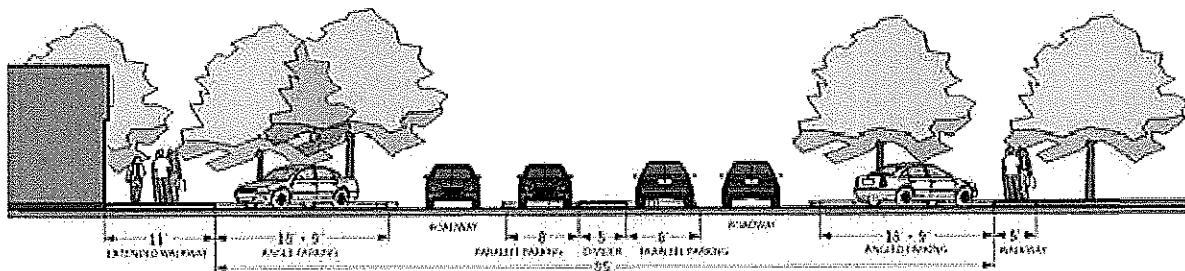
PARKS DATA (PRELIMINARY)
 TOTAL AREA: 18,400 SF
 TOTAL TREES: 147
 TOTAL PLANTING ISLANDS: 147
 TOTAL PLANTING ISLANDS: 147
 TOTAL PLANTING ISLANDS: 147

PRELIMINARY
OPTION 'B'



OPTION C – PARKING LOT

- Parking Spaces - Approximately 228
- Landscape Area - Approximately 14,400 SF*
- This Design is a Parking Lot Option rather than a Streetscape Option
- Does Not Accommodate Truck Traffic (as shown)**
- Large Areas of Uninterrupted Paving
- Does Not Accommodate Depot Museum
- Does Not Accommodate public gatherings without Traffic Closure



PARKING DATA (PRELIMINARY)
 OPTION 'C' (PARKING)
 DATE: 01/15/14
 DRAWN BY: [unintelligible]
 CHECKED BY: [unintelligible]
 SCALE: AS SHOWN
 PROJECT: [unintelligible]

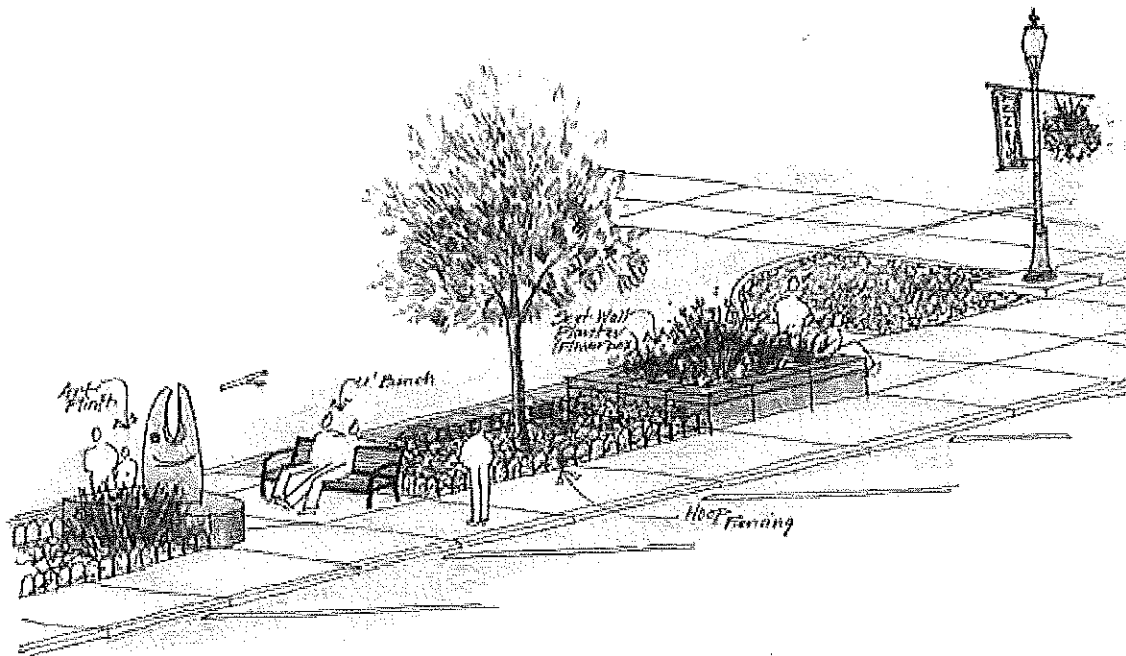
PRELIMINARY
 OPTION 'C'



PREFERRED ALTERNATIVE

Option "A" was selected as the preferred alternative for final design and construction. The consensus of the process participants was that this designed best matched the community's needs. This design alternative closely resembles what currently exists on-the-ground today and provides the most flexibility for utilizing the area in the future. A rendered streetscape plan set and preliminary civil design plan set are included as Exhibits as well as detailed cost estimate.

The design seeks to provide an aesthetically attractive environment that welcomes motorists from highway 99e as well as pedestrians from the surrounding neighborhoods. Street Trees will be planted centralized along the planter strip provided between the parking field and the street tight-of-way with additional trees accentuated throughout the design. The design includes opportunities or seating integrated in with raised planters and through the provision of benches. Art plinths have been added to provide opportunities for displaying local artwork.



SIDEWALK SOUTH OF 1ST AVENUE - STREET AMENITIES AND LANDSCAPE STRIP

The design includes pavilions "anchoring" the intersections adjacent to the parking field, providing visual interests and opportunities for micro enterprise.

NEXT STEPS

In order to construct the design the project will need to be approved by the City's planning department and permits will need to be issued by the City's building department. Once all necessary approvals have been received the project will need to be constructed. A brief description of each process and associated timeline is set forth below:

LAND USE REVIEW

A land use package will need to be compiled and submitted to City staff for review. This will include the preparation of plans prepared using more detailed survey information. A narrative addressing the relevant decision criteria will be prepared and submitted along with the plans to City staff for review. The land use review process typically takes approximately 120 days to complete.

PERMITTING – CONSTRUCTION DRAWINGS

Once the discretionary land use review is completed the project will need to be permitted through the City's Engineering and Building departments. Detailed plans will be prepared address all aspects of the design. These plans will be submitted for review, typically three rounds of review are typically required to gain approvals. The construction drawing permitting process typically takes approximately 140 days to complete.

BID PROCESS

During the final stages of the permitting process public projects are usually prepared for a bid process. The plans will be packaged and posted for interested contractors to bid upon. A public bid process typically takes approximately 40 days to complete. At the end of the process a contractor will be selected who will perform the work. Specific requirements for schedule and reducing impacts to business can be included within the process.

CONSTRUCTION

One of the goals of the project is to reduce construction related impacts to existing businesses to the greatest extent practical. Construction is anticipated to be phased to limit and localize impacts to specific areas. The construction process is anticipated to last approximately 3 months.