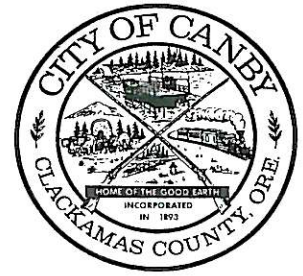


# PLANNING COMMISSION AGENDA

Monday – August 27, 2007

7:00 PM - Regular Meeting

City Council Chambers - 155 NW 2<sup>nd</sup> Avenue



Chairman Jim Brown, Vice Chair Dan Ewert

Commissioners John Molamphy, Janet Milne, Bruce Holte, Misty Slagle and Jared Taylor

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## I. CITIZEN INPUT ON NON-AGENDA ITEMS

## II. PUBLIC HEARINGS

## III. NEW BUSINESS

**MOD 07-13 – Wilson Construction DR 95-17** - The applicant is requesting approval to add 10,000 sq ft of manufacturing space to their existing building, this would create a total of 18,272 sq ft of office space with 16,232 of manufacturing area. **Page 2**

**DR 06-02 – Willamette Falls Medical Center** – Proposed resolution to conditions of approval in regard to roof structure. **Page 16**

**IV. FINDINGS** Note: these are the final, written versions of previous oral decisions. No public testimony.

## V. MINUTES

July 23, 2007

**Page 25**

## VI. DIRECTOR'S REPORT

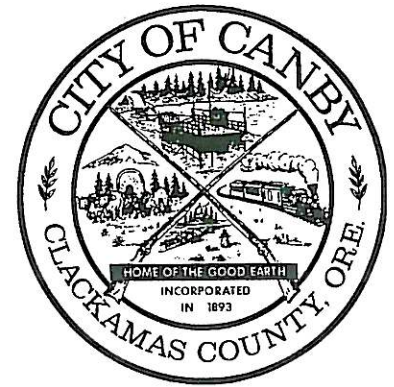
## VII. ADJOURNMENT

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

*A copy of this agenda can be found on the City's web page at [www.ci.canby.or.us](http://www.ci.canby.or.us)*

*City Council and Planning Commission Meetings are broadcast live and can be viewed on OCTS Channel 5.*

*For a schedule of the playback times, please call 503-263-6287.*



## **STAFF REPORT**

**TO:** *Planning Commission*  
**FROM:** *Carla Ahl, Planning Technician*  
**DATE:** *August 17, 2007*  
**RE:** *MOD 07-13 of DR 95-17: Wilson Construction*

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We've received an application from Wilson Construction to modify their 1995 Site & Design Review approval (DR 95-17). Following is a summary of the request, the process to be used, and an analysis of the criteria.

### ***Applicant's Request***

The applicant is requesting approval to add 10,000 sq ft of manufacturing space to their existing building, this would create a total of 18,272 sq ft of office space with 16,232 sq ft of manufacturing area. The addition will be compatible with the existing structure and of similar design and construction as surrounding buildings in the industrial area. The 10,000 sq ft addition will conform to City standards in lot coverage, height, setbacks, screening and street appearance.

The proposed addition will be located to the rear of the site and will have minimal visual impact. No existing trees will be removed and the existing landscape will be maintained. The parking requirement will increase to a total of 89 stalls and the applicant will stripe the additional parking areas on the existing asphalt. No new impervious area will be created.

There will be no exterior loading or unloading of materials at this site and the overhead entrance doors will be located to the rear of the structure. No new signage has been requested.

### ***Recommendation***

Staff recommends approval of the proposed modification as submitted, with the recommended conditions.

### ***Background***

In 1995 Wilson received approval to construct their existing office, warehouse, storage, and shop building with related yard functions along with a 4,000 sq ft detached building for vehicle storage, maintenance and washing. In 2006 they came before the Planning Commission and received approval to construct a 22,000 sq ft building along N Baker St. for vehicle storage, maintenance and washing.

**Process**

The proposed addition is 10,000 sq ft, with little or no visual impact from the street. Staff allowed the applicants to file an intermediate modification.

As such, we propose that it be dealt with by the Planning Commission as a new business item. If the request is approved, we will mail notice to neighboring property owners and any others who have standing from the last public hearing process. Any of these individuals may request a public hearing *at the applicant's expense* by filing a written request within 10 days. This allows for suitable public comment on the application.

The Planning Commission may, at its discretion, choose to make the applicant file a new site and design review application for this request. This would add about two months to their process.

## DESIGN REVIEW MATRIX

| Parking   |   |   |   |
|---|---|---|---|
| Screening of loading facilities from public ROW [not screened /partially screened / full screening] | 0 | 1 | 2 |
| Landscaping (breaking up of expanse of asphalt)   | 0 | 1 |   |
| Parking lot lighting [no / yes]   | 0 | 1 |   |
| Location (behind the building is best)[front / side / behind]                                       | 0 | 1 | 2 |
| Number of parking spaces (% of min.) [x>120% / 100%-120% / x=100%]                                  | 0 | 1 | 2 |

| Signs   |   |   |   |
|---|---|---|---|
| Dimensional size of sign (% of maximum permitted) [x>75% / 50% - 75% / x<50%] | 0 | 1 | 2 |
| Similarity of sign color to building color [no / some / yes]                  | 0 | 1 | 2 |
| Pole sign [yes / no]  | 0 | 1 |   |
| Location of sign [x>25' from driveway entrance / within 25' of entrance]      | 0 | 1 |   |

| Tree Retention   |   |   |   |   |
|--|---|---|---|---|
| For trees outside of the building foot- print and parking/access areas<br>( 3 or more trees)<br>[No arborist report / follows <50% of arborist recommendation / follows 50%-75% of arborist rec. / follows 75% of arborist rec.] | 0 | 1 | 2 | 3 |
| Replacement of trees removed that were recommended for retention [x<50% / x>50%]   | 0 | 1 |   |   |

| Types of Landscaping   |   |   |   |
|--|---|---|---|
| # of non-required trees<br>[x<1 per 500 sf of landscaping / 1 or more per 500 sf of landscaping] | 0 | 1 |   |
| Amount of Grass<br>[ <25% / 25% - 50% / x>50%]   | 0 | 1 | 2 |
| Location of shrubs<br>[foreground / background]  | 0 | 1 |   |
| Automatic Irrigation)<br>[no / yes]  | 0 |   | 4 |

| Bonus Points                                    |          |          |
|---|----------|----------|
| <i>2 or more trees at least 3" in caliper</i>   | <i>1</i> | <i>2</i> |
| <i>Park/open space retention for public use</i> | <i>1</i> | <i>2</i> |
| <i>Trash receptacle screening</i>               | <i>1</i> |          |

## **FINDINGS**

### **A. Background and Relationships:**

The current zoning designation and the Comprehensive Plan Designation are both M-1 (Light Industrial). This application is for an addition to a use that is permitted outright in the M-1 zone. Wilson Construction has operated in this park for more than 10 years with no known conflicts.

### **B. Evaluation Regarding Site and Design Review Approval Criteria**

The application meets all required criteria in regards to site design, location, and height requirements. The building addition will not be visible from either street frontages. It is of similar construction and style as the existing building and with the surrounding development in the Industrial Park. The applicant proposes to match the color of the existing building.

## **Design Review Matrix Analysis**

### **1. Parking**

The 10,000 sq ft additional manufacturing space and the reconfiguration of the office space in the existing building increases the required parking by 49 stalls. The applicant has proposed striping the existing asphalt to meet this requirement. Exterior lighting will be required to provide a minimum of 0.5 footcandles with a 4:1 uniformity ratio over the entire site. An illumination plan shall be submitted with the building permit. All site lighting shall be "hooded" or "cutoff" so as not to direct light skyward or towards any public road.

### **2. Traffic/Access**

No new driveway access points will be created with this application and no traffic study is required.

### **3. Signs**

No signage is proposed. Any signage on the building will be reviewed by the Planning Commission at later date.

### **4. Lot Landscaping standards and Tree Retention**

All required landscaping standards have been met with previous applications.

### **5. Building Appearance**

Building elevations are shown on sheet 2. The building is a very straightforward metal building with little ornamentation or detailing, and is 80' by 125'. It has four drive-in bays on the north elevation. While it would not be permitted in the Pioneer Industrial Park, it meets the City's standards this industrial area, as it is compatible with surrounding development. The applicant proposes taupe with blue colors to match their existing building.

## **Compatibility Matrix**

Two of the six sections of the Design Review Matrix apply to this application. The proposed application receives, in staff's determination, a total of 11 points out of a total possible of 14 points, or 79% percent, including bonus points. The minimum percentage required to be considered "compatible" is 65 percent, so this proposal is considered to be compatible. Following is staff's determination of the point totals.

| <u>CRITERIA</u>                              | <u>PTS/<br/>POSS</u> | <u>NOTES</u>                               |
|--|----------------------|--|
| <b>Parking</b>                               |                      |  |
| Screening of loading facilities              | 2/2                  | Loading areas oriented internally.         |
| Parking lot landscaping                      | 0/1                  | Wide expanse of asphalt.                   |
| Parking lot lighting                         | 1/1                  | To be submitted to PC at hearing.          |
| Location of parking                          | 2/2                  | Parking to the rear of building.           |
| Number of parking spaces                     | 2/2                  | 100 % of requirement provided.             |
| <b>Traffic</b>                               |                      |  |
| Distance of access to intersection           | n/a                  | No new accesses proposed                   |
| Access drive width                           | n/a                  |  |
| Pedestrian path from public sidewalk         | n/a                  |  |
| Pedestrian path from parking lot to building | n/a                  |  |
| <b>Signs</b>                                 |                      |  |
| Dimensional size of sign                     | n/a                  | No additional signage requested            |
| Similarity of sign to building               | n/a                  |  |
| Pole sign                                    | n/a                  |  |
| Location of sign                             | n/a                  |  |
| <b>Tree Retention</b>                        |                      |  |
| Tree retention                               | n/a                  | No existing trees on site.                 |
| Replacement of trees                         | n/a                  |  |
| <b>Building Appearance</b>                   |                      |  |
| Style  | 2/2                  | Similar to other nearby development.       |
| Color  | 2/2                  | Subdued & similar to nearby dev.           |
| Material                                     | 0/1                  | Metal.                                     |
| Size   | 0/1                  | Existing building over 20,000 square feet. |
| <b>Types of Landscaping</b>                  |                      |  |
| # of non-required trees                      | n/a                  | no additional landscaping required         |
| Amount of grass                              | n/a                  |  |
| Location of Shrubs                           | n/a                  |  |
| Automatic Irrigation                         | n/a                  |  |
| <b>Bonus Points</b>                          |                      |  |
| 2 or more trees 3" or more                   | 0/0                  |  |
| Trash Receptacle Screening                   | 1/0                  |  |
| Park/Open Space                              | 0/0                  |  |

## **6. Availability of Adequate Public Facilities and Services**

A preconstruction meeting will be required prior to issuance of a building permit and all conditions must be met prior to approval of construction plans.

## **7. Development Standards**

All development standards for the M1 zone, including maximum lot coverage, building height, and vision clearance requirements have been met by the proposal.

### **Site and Design Review Criteria and standards - 16.49.040**

1. The Board shall, in exercising or performing its powers, duties or functions, determine whether there is compliance with the following:

- A. The proposed site development, including the site plan, architecture, landscaping and graphic design, is in conformance with the standards of this and other applicable City ordinances insofar as the location, height and appearance of the proposed development are involved;  
*Staff finds that this criteria is met. The application conforms with the municipal code's development standards.*
- B. The proposed design of the development is compatible with the design of other developments in the same general vicinity; and
- C. The location, design, size, color and materials of the exterior of all structures and signs are compatible with the proposed development and appropriate to the design character of other structures in the same vicinity.
- D. The Board shall, in making its determination of compliance with subsections B and C above, use the following matrix to determine "compatibility." An application is considered to be "compatible," in regards to subsections B and C above, if a minimum of 65% of the total possible number of points (not including bonuses) are accumulated for the whole development.  
*Staff finds that the modification meets this criteria, having scored 79% of available points including bonus points.*
- E. 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.  
*Staff finds that this criterion is met.*

2. 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. 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.

*Staff finds this criterion does not apply to the proposal.*

3. The Board shall, in making its determination of compliance with the requirements set forth, consider the effect of its action on the availability and cost of needed housing. The Board shall not use the requirements of this section to exclude needed housing types. However, consideration of these factors shall not prevent the Board from imposing conditions of approval necessary to meet the requirements of this section. The costs of such conditions shall not unduly increase the cost of housing beyond the minimum necessary to achieve the purposes of this ordinance.

*Staff finds that the proposed modification will have no impact on the availability and cost of needed housing.*

4. As part of the site and design review, the property owner may apply for approval to cut trees in addition to those allowed in Section 12.20.080 of the City Tree Ordinance. The granting or denial of said application will be based on the criteria in Chapter 12.20 of the City Tree Ordinance. 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.

*Staff finds that this criterion does not apply.*

## **CONCLUSION**

Staff concludes that, with conditions, the application will meet the requirements for site and design review approval. In direct response to the criteria for site and design review, staff has concluded the following:

- 1A. The proposed development of the site is consistent with the applicable standards and requirements of the Canby Municipal Code and other applicable City ordinances insofar as the location, height and appearance of the proposed development are involved; and
- 1B. The proposed design of the development is compatible with the design of other development in the vicinity; and
- 1C. The location, design, size, color, and materials of the exteriors of structures and signs are compatible with the proposed development and appropriate to the design character of other structures in the same vicinity; and



- 1D. The proposal is deemed compatible given that staff allocated a percentage of 79% on the design review matrix when 65% is considered compatible; and
- 1E. All required public facilities and services exist or can be made available to adequately meet the needs of the proposed development.
2. The proposal can be made to comply with applicable standards.
3. The proposed development will not increase the cost of housing in Canby.
4. The property owner is not applying to remove street trees

## ***RECOMMENDATION***

Based upon the application, elevations, the site plan received by the City, the facts, findings and conclusions of this report, and without the benefit of a public hearing, staff recommends that the Planning Commission approve MOD 07-13 with the following conditions:

### **For the Building Permit Application:**

1. A minimum of 81 vehicle parking spaces shall be provided. Wheel stops shall be required in areas where abutting sidewalks are less than 8 feet in width and in areas where landscaping within 2 feet of the curb is not limited to lawn and groundcover or could be damaged by vehicle overhangs. For parking spaces that do not meet the above criteria, wheel stops shall be placed two (2) feet in front of the end of the space.

### **Prior to Issuance of a Building Permit**

2. The applicant is responsible for obtaining any DEQ permits if necessary. An Erosion Control permit is required. Approved erosion control measures shall be in place during construction and shall conform to the City of Canby's Erosion Control Ordinance.
3. Applicant shall complete a Non-Residential Wastewater survey for review by the Waste Water Treatment Department.

### **During Construction, prior to building occupancy:**

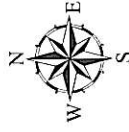
4. All grading and fill on the site shall comply with State, City and County regulations.

5. Exterior lighting is required to provide a minimum of .5 foot-candles with a 4:1 uniformity ratio on the pavement in the parking and sidewalk areas. All site lighting shall be "hooded" or "cutoff" so as not to direct light skyward.
6. Exterior trash receptacles (dumpsters) shall be screened from the public street. Trash receptacle areas shall not have drains located beneath them.
7. Approval of this application is based on the submitted site plan, elevations, and other relevant application materials and submitted testimony. Approval is strictly limited to the submitted proposal and is not extended to any other use of the property. Modification of the approved site plan and elevations with regards to building height, sign size and design, colors, materials, landscaping, building placement, setbacks, or any other approved elements, shall require an approved modification in conformance with the relevant sections of the Canby Municipal Code.
8. Unless otherwise approved by the Planning Commission, building colors shall match the existing Wilson Construction building.
9. No signage is proposed in the current application. Any signage to be installed within two years of building occupancy shall be reviewed by the Planning Commission as a new business item.

**Exhibits:**

1. Vicinity map
2. Application including site plans and proposed elevations

11 90 NW 3rd Avenue



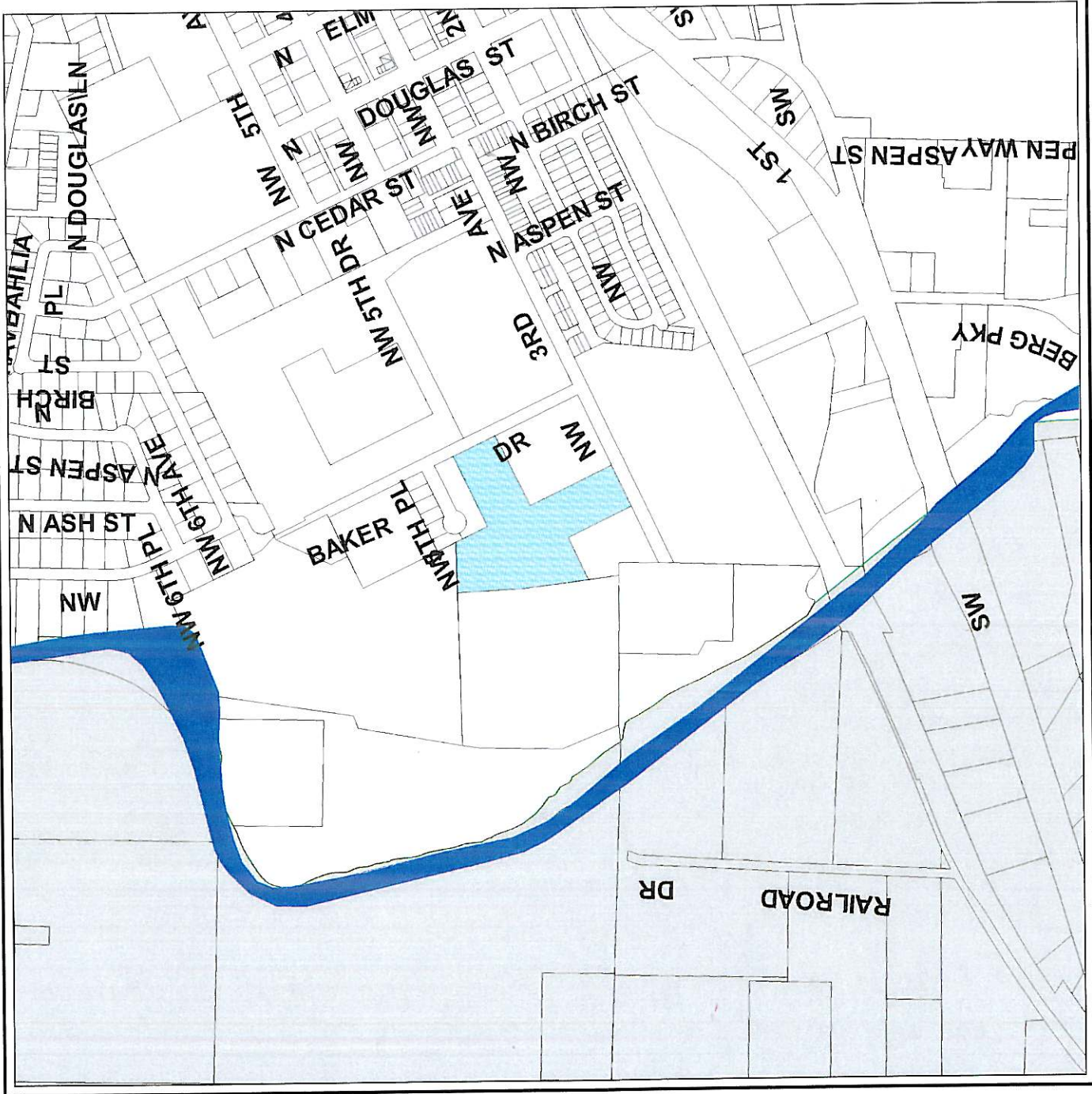
*Clackamas County*

Geographic Information Systems  
121 Library Court  
Oregon City, OR 97045

This map and all other information have been compiled for preliminary and/or general purposes only. This information is not intended to be complete for purposes of determining land use restrictions, zoning, title, parcel size, or suitability of any property for a specific use. Users are cautioned to field verify all information before making decisions.

August 17, 2007

**EXHIBIT**  
# 1  
Tables



# MODIFICATION APPLICATION

## FEES:

Minor Modification: \$100  
Intermediate Modification: \$720  
Extra charge for public hearing (if required): \$460

### OWNERS

Name WILSON CONSTRUCTION  
Address 1190 NW 3RD AVE  
City CANBY State OR Zip 97013  
Phone 503-263-6882 Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

### APPLICANT\*\*

Name STEVE WINSTEAD, ARCHITECT  
Address 714 MAIN ST  
City OREGON CITY State OR Zip 97045  
Phone 503-723-8003 Fax \_\_\_\_\_  
E-mail JIM@WINSTEADANDASSOCIATES.COM

Please indicate who is to receive correspondence (i.e. staff reports etc) and what format they are to be sent

|                                     |           |                                     |       |                          |           |                                     |     |
|-------------------------------------|-----------|-------------------------------------|-------|--------------------------|-----------|-------------------------------------|-----|
| <input type="checkbox"/>            | Owner     | <input type="checkbox"/>            | Email | <input type="checkbox"/> | US Postal | <input type="checkbox"/>            | Fax |
| <input checked="" type="checkbox"/> | Applicant | <input checked="" type="checkbox"/> | Email | <input type="checkbox"/> | US Postal | <input checked="" type="checkbox"/> | Fax |

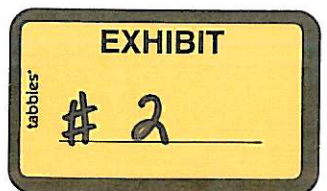
OWNER'S SIGNATURE *Paul [Signature]* Logistics Manager WCC

### DESCRIPTION OF PROPOSAL

Property address/location 1190 NW 3RD CANBY  
Current zoning M-1 31E32DC 1600 Comprehensive Plan Zoning \_\_\_\_\_  
File number of previous land use decision to be modified DR 95-17  
Summary of proposal ADDITION OF 10,000 SQ FT. FI OCCUPANCY TO EXIST BLDG.

| FOR CITY USE ONLY |                                     |
|-------------------|-------------------------------------|
| File #            | <u>MOD 07-13 of DR 95-17</u>        |
| Date Received     | <u>8/7/07</u> By <u>[Signature]</u> |
| Completeness Date | _____                               |
| Hearing Date      | _____                               |

\*If the applicant is not the property owner, owner must sign this form or applicant must attach documentary evidence of authority to act as agent in submitting this application.





**WINSTEAD AND ASSOCIATES**  
ARCHITECTURE AND BUILDING CODE SERVICES, PC.

703 Main Street  
Oregon City, Oregon 97045

Phone: 503-723-8003  
Fax: 503-723-0578  
Email: codeexpert@msn.com

August 7, 2007

*Modification to*  
**SITE AND DESIGN REVIEW**

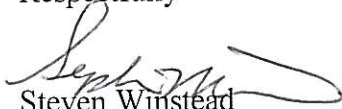
The proposed site development, including site plan, building design and landscaping is compatible with the surrounding developments. The proposed addition is of similar design and construction methods as other industrial sites and structures in the Canby area. It is also compatible with the existing structure. The proposed addition of 10,000 square feet to the existing 17,719 square foot industrial building is in conformance with the design standards of the city of Canby in lot coverage, height, setbacks, screening and street appearance.

The proposed building addition to the site, located at 1190 NE 3<sup>rd</sup>. ave., is to the rear of the existing structure and will have minimal visual impact to the public. The required increased parking areas will be striped on the existing asphalt parking and maneuvering area to the rear of the existing building. There will be no exterior loading or unloading of materials at this site and the overhead entrance doors to the proposed addition will be at the rear of the structure.

There will be no existing trees removed and the existing landscaping will be maintained. The proposed addition will be similar in color to the existing structure and trim. The existing signage and corporate identification is adequate and no new signage is anticipated.

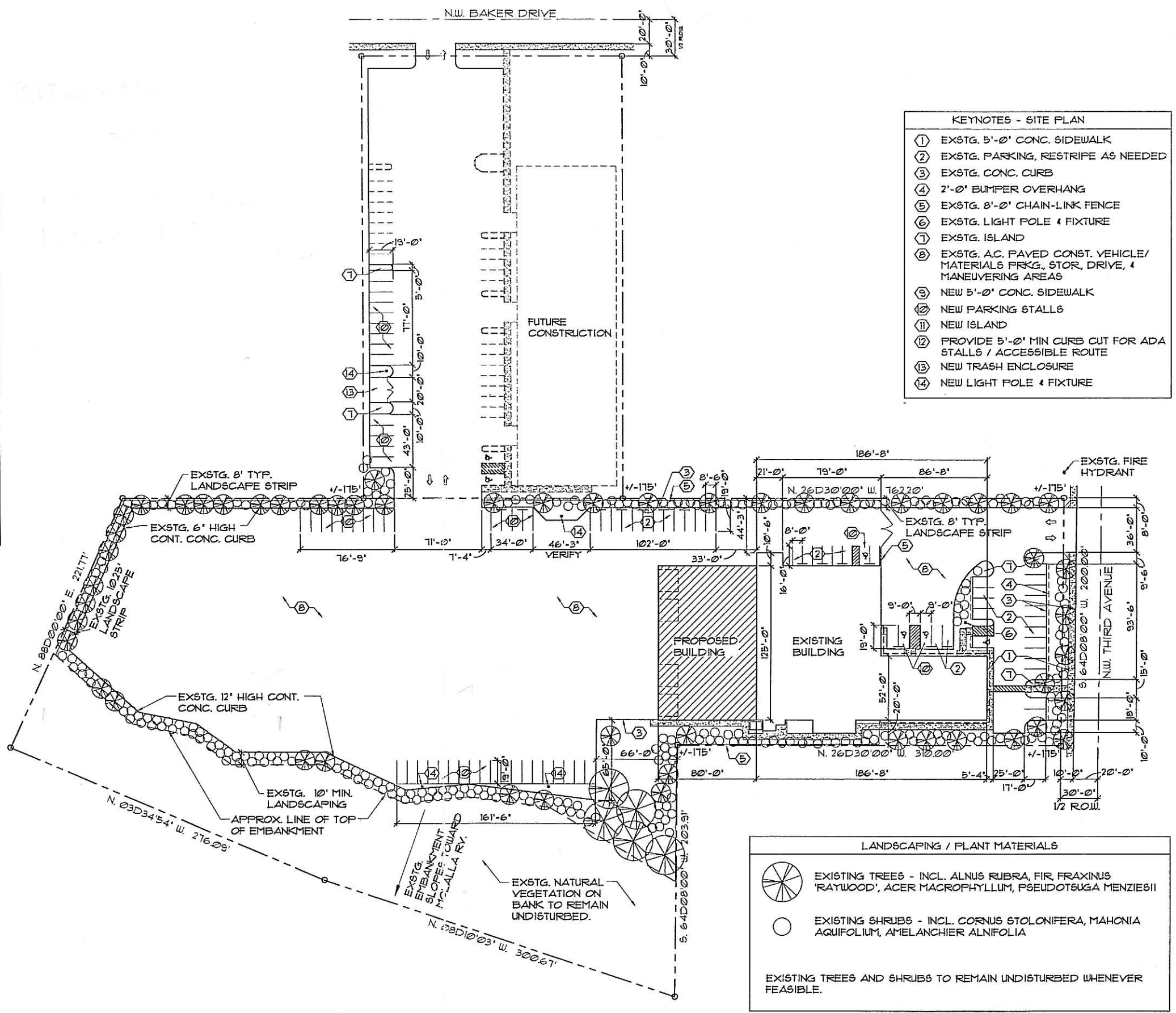
For any questions please call 503-723-8003

Respectfully

  
Steven Winstead  
Winstead and Associates

| PARKING TABULATION  |
|---|
| <b>TOTAL PARKING REQUIRED (CANBY ORD. TABLE 16.10.050):</b><br>COMM. OFFICE (3.5 STALLS PER 1000 SQFT):<br>$18,212.4/1000 = 64$ STALLS<br>INDUST. MANF. (1 STALL PER 1000 SQFT):<br>$16,232.2/1000 = 17$ STALLS<br><b>TOTAL REQ. STALLS = 81 STALLS</b> |
| <b>TOTAL ADA STALLS REQUIRED (ORS 441233):</b><br>3 STANDARD ADA STALLS + 1 VAN ACCESSIBLE  |
| <b>EXISTING PARKING:</b><br>39 STANDARD STALLS<br>1 ADA STALL   |
| <b>NEW PARKING PROVIDED (PHASES 2-3):</b><br>32 STANDARD STALLS<br>14 STD. STALLS FROM NEW ADJACENT ON-SITE LOT<br>2 STANDARD ADA STALL<br>1 VAN ACCESSIBLE STALL   |
| <b>TOTAL PARKING PROVIDED:</b><br>40 EXISTING STALLS<br>49 NEW STALLS<br><b>89 TOTAL STALLS PROVIDED</b>  |

| PROPOSED WORK  |
|--|
| NEW 10,000 SQFT. WAREHOUSE / SHOP  |
| ALL WORK TO BE:<br>OCC. GRP. 'F1'<br>CONST. TYPE 5N - AUTO. FIRE SPRINKLER SYST. THROUGHOUT. |
| EXSTG. SITE DRAINAGE, WATER SUPPLY, & SANITARY WASTE SYSTEMS SHALL REMAIN UNALTERED & AS-IS. |



1 PHASE III - SITE PLAN  
 SCALE: 1"=40'-0"

The written dimensions on this plan supercede scaled distances. DO NOT SCALE THE DRAWINGS. Any variations from conditions and dimensions shown on the drawings shall be reported to Winey and Associates for resolution prior to proceeding with the work; otherwise, the contractor shall be solely responsible for the cost of any necessary work.



ARCHITECT  
**WINSTEAD AND ASSOCIATES**  
 714 MAIN ST. OREGON CITY, OREGON 97031  
 OFFICE: 503-323-8800 EMAIL: winstead@winstead.com

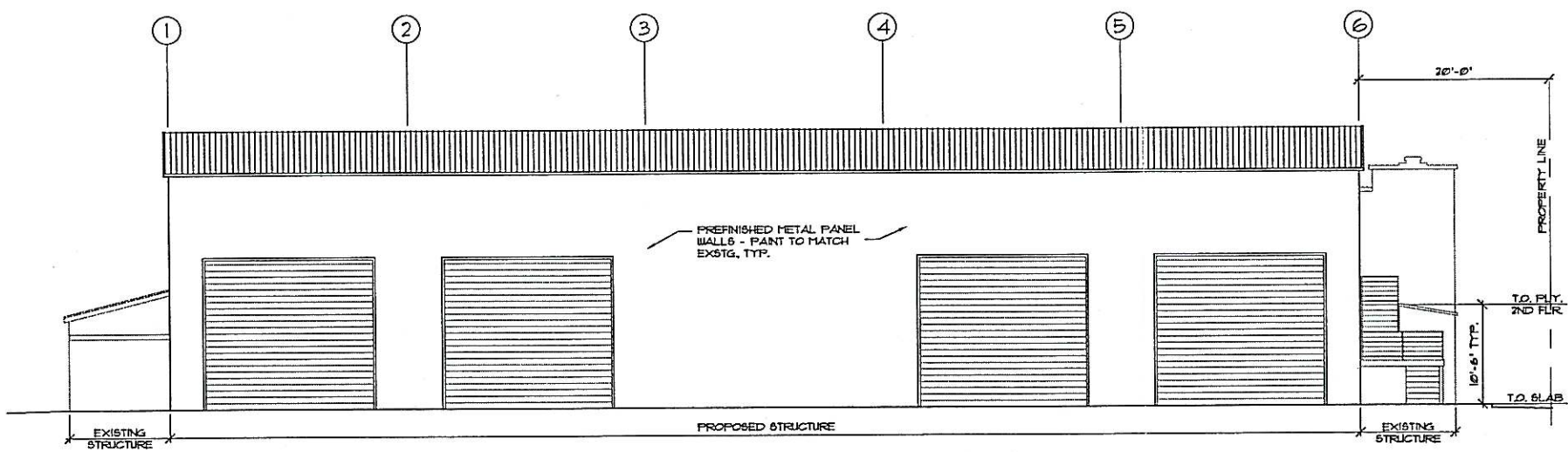
ENGINEER

CONTRACTOR

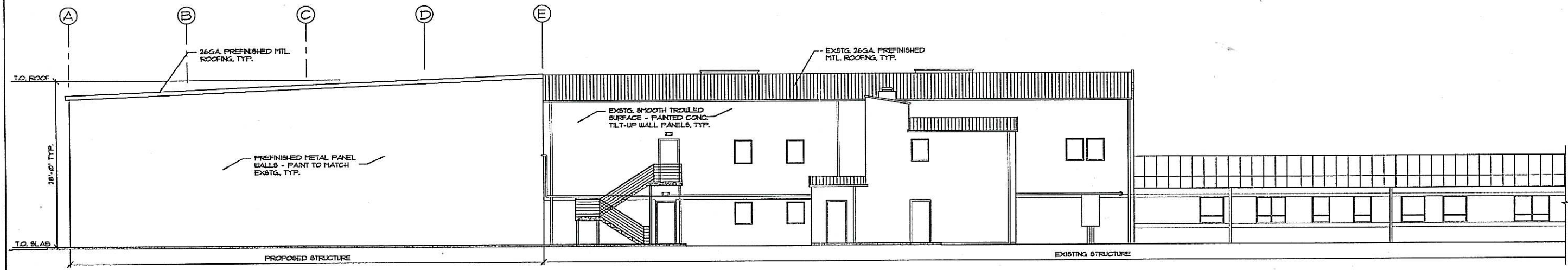
**WILSON CONSTRUCTION CO.**  
 1150 NORTHWEST 3RD AVENUE  
 CANBY, OREGON 97013  
 503/763-6882

| REVISION | NO. | DATE | BY |
|----------|-----|------|----|
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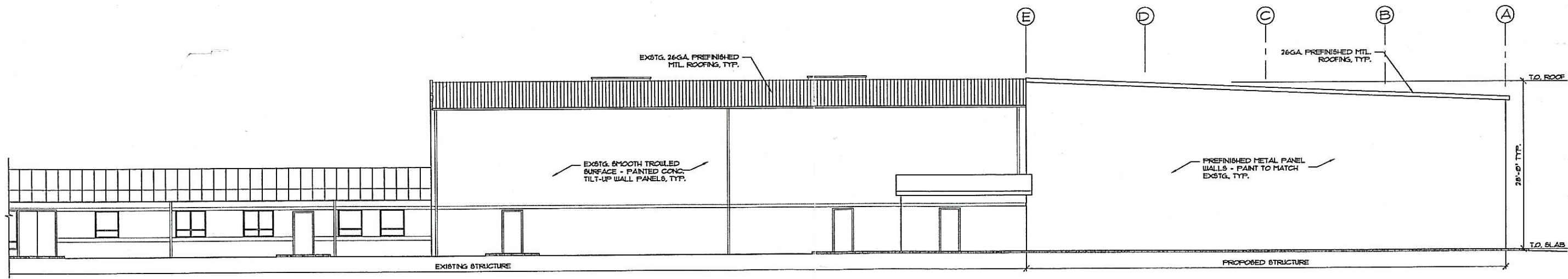
SHEET:  
 ELEV.



1 PHASE III - SOUTH ELEVATION  
 SCALE: 1/8"=1'-0"

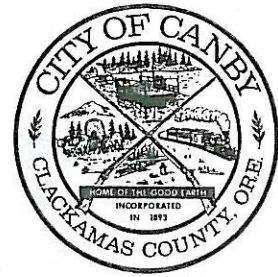


2 PHASE III - WEST ELEVATION  
 SCALE: 1/8"=1'-0"



3 PHASE III - EAST ELEVATION  
 SCALE: 1/8"=1'-0"

The written dimensions on this plan supercede scaled distances DO NOT SCALE THE DRAWINGS Any variations from conditions and dimensions shown on the drawings shall be reported to Winstead and Associates for resolution prior to proceeding with the work otherwise, the contractor shall be solely responsible for the cost of any necessary work.



# MEMORANDUM

**TO:** *Planning Commission*  
**FROM:** *John W.*  
**DATE:** *August 16, 2007*  
**RE:** *Canby Medical Center Mechanical Unit*

---

At the Planning Commission's request, we contacted Willamette Falls and asked them to provide a proposal for screening of the large mechanical unit on their roof. Attached you'll find their response. We've scheduled a new business item for the Commission's August 27 meeting to consider their proposal.

I've attached photos of the unit as installed and a copy of the building elevations that were submitted to the Planning Commission for Site and Design Review.

Please call if you have any questions.





Highway 99E view



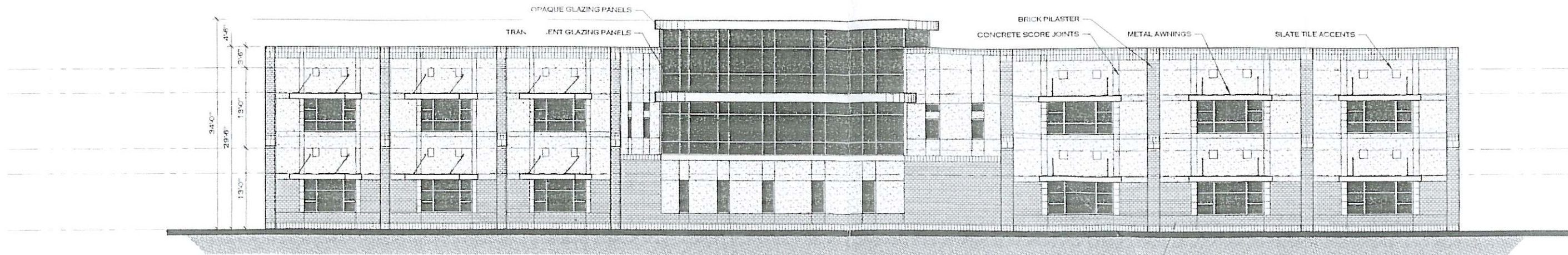
Sequoia Parkway view



WILLAMETTE FALLS HOSPITAL URGENT CARE FACILITY

CANBY, OREGON

ISELIN ARCHITECTS P.C.



**SEQUOIA PARKWAY SIDE**

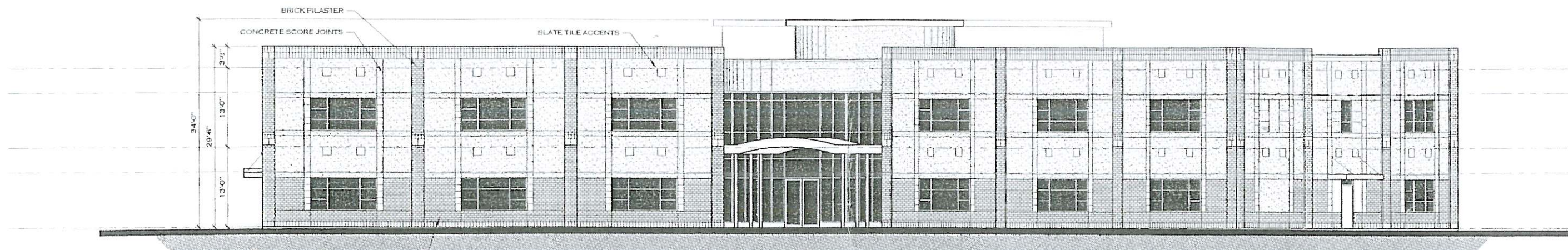
1/8" = 1'-0"

**ISELIN**

ARCHITECTS, P.C.

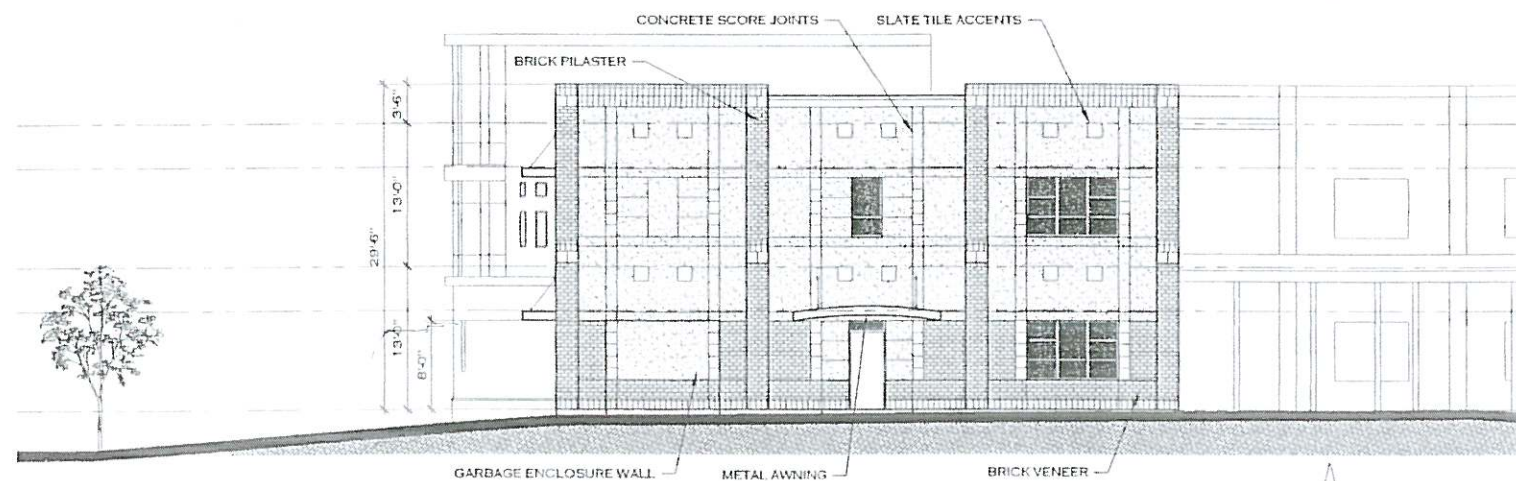
1307 SEVENHILLS BLVD  
 OREGON CITY, OR 97145  
 P. 503.656.1942 | F. 503.656.0456

NOT FOR  
 PRELIMINARY  
 CONSTRUCTION



**PARKING/ENTRY SIDE**

1/8" = 1'-0"



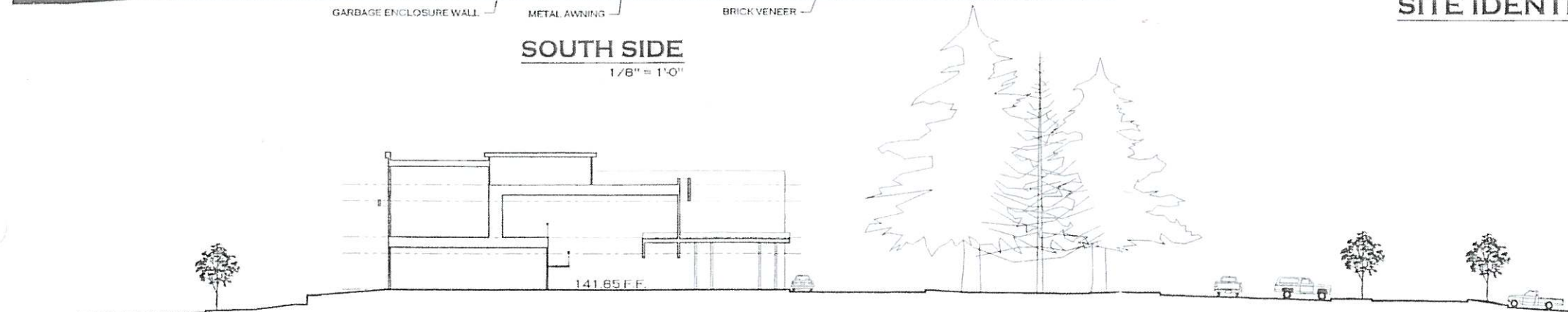
**SOUTH SIDE**

1/8" = 1'-0"



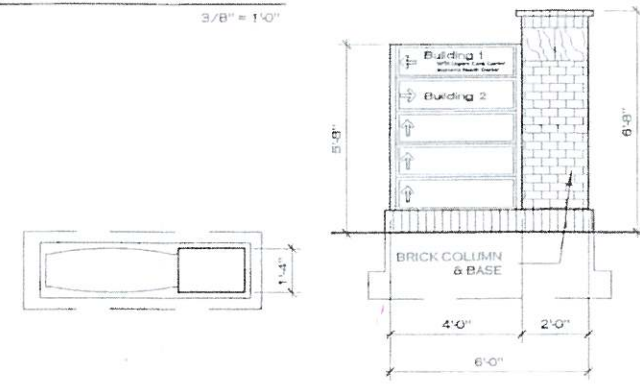
**SITE IDENTIFICATION SIGN**

3/8" = 1'-0"



**SITE SECTION**

1/16" = 1'-0"



**DIRECTORY SIGN**

3/8" = 1'-0"

**WILLAMETTE FALLS COMMONS**

SEQUOIA PARKWAY AND HAZEL DELL WAY  
 CANBY, OREGON

PROJ. NO. : 0601  
 FILE : 0601-ELV  
 DATE : 03/13/06

SHEET NO. :

**A2**

www.iselinarchitects.com

ELEVATIONS, SITE SECTION.

## **Canby Medical Center I, LLC**

2747 Pence Loop SE

Salem, OR 97302

August 14, 2007

City of Canby – Planning Department

Kevin C. Cook, Associate Planner

170 NW 2<sup>nd</sup> Avenue

Canby, OR 97013

### **RE: Screening of Mechanical Unit**

Dear Mr. Cook –

Canby Medical Center I, LLC would like to thank the City of Canby for its' help and assistance in bringing the new medical office building to reality. As an ownership group, our first desire was to build a first class new medical building to improve the level of medical care available to the citizens of Canby. We feel that the new facility meets these goals.

Regarding the Mechanical Unit on the roof of the building, the ownership group is aware of the presence of the unit and feels that this type of equipment goes hand in hand with a new building of this type. We have conducted an informal survey of incoming patients to the new facility asking if they have any concerns regarding the new facility, and to date not one person has mentioned the roof top unit. In an effort to address the concerns you cited in your June 12, 2007 Memorandum, the ownership group proposes that the unit be painted a color that is complimentary to the color of the main body paint color used on the exterior of the new building. This will not hide the unit (nothing will completely hide a unit of this size), but will help the unit to better blend in with the balance of the new facility. We have explored the option of adding additional screening to the unit, but feel that all this really does is add to the size and height of the unit, rather than hiding it. I have attached a picture from another recently completed building with a similar type unit showing the effect of painting the unit to better match the main exterior colors.

I think we can all agree that the new building is an asset to the Canby community and that in designing the new facility we have exceeded the strict rules and guidelines that were originally set up by Canby for the industrial park in which the facility is located. As an ownership group, we made many choices to go beyond these strict requirements (examples being the decision to keep the grove of trees at the entrance to the new building, to add brick and slate to the building exterior, and the stone retaining wall facing the intersection of 1<sup>st</sup> Avenue and Sequoia Parkway. Our intention regarding the plans submitted to the Planning Commission was to show the presence of a roof top unit. In our review of these plans, we do not see any reference to specific screening.

In summary, the building owners request that you please consider our proposed solution to paint the existing unit in a color complementary to the main color used on the exterior of the new building.

Please do not hesitate to call (503)399-7223.

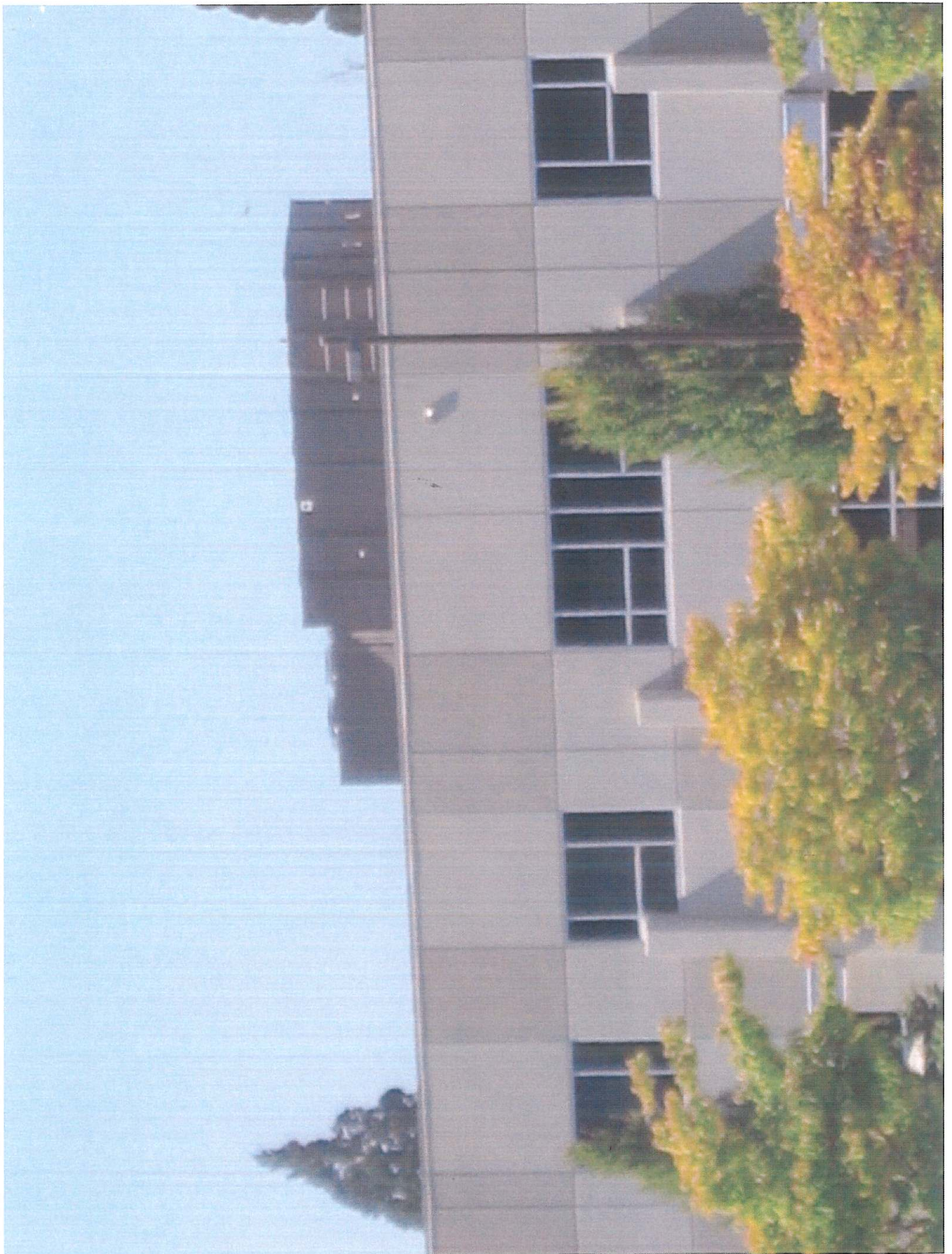
Respectfully

Canby Medical Center I, LLC



Bob Hill – Managing Member









**MINUTES**  
**CANBY PLANNING COMMISSION**  
7:00 PM – July 23, 2007  
City Council Chambers – 155 NW 2<sup>nd</sup> Avenue

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**PRESENT:** Chair Jim Brown, Commissioners Bruce Holte, John Molamphy, Janet Milne, and Jared Taylor

**ABSENT:** Dan Ewert

**STAFF:** John Williams, Community Development and Planning Director; Carl Ahl, Planning Technician; and Jill Thorn, Planning Staff

**OTHERS PRESENT:** Dean Zarosinski, Terry Tolls, Allen Patterson, Juanita Struble, Bruce Orr, Fred Kahut, Tina McCormick, Brett Allen, Cliff Parsons, John Middleton, and Roger Reif

I. **CITIZEN INPUT** None

II. **PUBLIC HEARINGS**

**SUB 07-01 – J.B.S. Estates, LLC – Sequoia Parkway and Walnut Street** - An application from J.B.S. Estates LLC who proposes to subdivide Tax lot 1800 into a 5 lot subdivision of four approximately equal one acre lots and one larger, approximately 4 acre lot.

Chair Brown read the public hearing format. When asked if any Commissioner had a conflict of interest, none was expressed. When asked if any Commissioner had ex-parte contact, none was stated. No questions were asked of the Commissioners.

John Williams presented the staff report. The property is located in northeast Canby within the Pioneer Industrial Park. The subject parcel fronts Sequoia Parkway on the south and S. Walnut Street on the east. All adjoining properties are within city limits except tax lot 1900 to the north, which retains its County RRFF5 zoning. All annexed adjoining properties are zoned Light Industrial with the Industrial Overlay Zone (I-O), except the property to the west which is zoned Heavy Industrial with the I-O overlay.

The property has been used for years for growing row crops such as strawberries. It is generally flat with no existing significant trees or natural features.

Sequoia Parkway is fully developed with the exception of sidewalks and developed planter strip in front of the subject property. S. Walnut Street is minimally improved with a road width of less than 24 feet and minimal base.

Mr. Williams reported that several property owners had been working to come up with a plan for the Walnut Street area, but so far had not reached agreement and the City did not have this particular area in the Transportation System Plan. Therefore, staff recommended requiring frontage improvements on Walnut following the current alignment or on another alignment as approved by the City.

Chair Brown asked about the curve on Sequoia.

Mr. Williams said it had been designed to meet the traffic requirements of the area.

**Applicant:** John Middleton of Ztec Engineers spoke for the applicant. Mr. Middleton said the road issue had been very difficult and they had tried to make it work.

Chair Brown asked if equal portions from the applicant's lot and the Burden property were possible.

Mr. Middleton said that other people were also involved in the discussion and felt the road was for somebody in the future.

Commissioner Molamphy asked to what standards the road would be built.

Mr. Middleton said it would be built to industrial street standards.

Commissioner Molamphy asked about providing access to Lot 5 through the shared driveway on Sequoia Parkway.

Mr. Middleton said it had been discussed but was more complicated.

**Proponents:** Roger Reif, attorney for the Estate of Ray Burden, said his client was in favor of the proposed application but had issues with the Walnut Street portion. Mr. Reif expressed concern about Condition 13.

He presented the Commission with a letter from The Roberts Company of Oregon which contained suggested language for Conditions 12 and 13.

Chair Brown asked if the suggested alignment raised the value of the property for Mr. Reif's client, or what was the issue.

Mr. Reif responded that it was the funding and who would pay.

Chair Brown asked if the application was approved and the parties came to an agreement regarding a new alignment, would it have to come back to the Planning Commission.

Mr. Williams responded that it would be a Lot Line Adjustment or a Modification of the Subdivision application that was before the Commission now.

Terry Tolls said he was not opposed to the application but had concerns about the Walnut Street alignment. He felt that time was needed to resolve the issue, but the first four lots of the application would not be impacted.

Chair Brown asked if the language in the conditions of approval get at Mr. Tolls issues.

Mr. Tolls said he would prefer the language in The Roberts Company's letter.

**Opponents:** None

**Rebuttal:** Mr. Middleton agreed with Mr. Tolls that the four lots would not be impacted in regard to the alignment of the road.

Chair Brown closed the public hearing.

Commissioner Molamphy said that he would like to see the street alignment before approving the application.

Commissioner Taylor felt the four lots were ready to go and the road was a side issue that could be conditioned with Lot 5 that who ever buys Lot 5 would have to fix before development.

Chair Brown said he disagreed with Commissioner Taylor. He had no problem with the four lots and felt the Commission all agreed with the alignment that John Williams was proposing on the second page of Exhibit 2 of the staff report. He felt that criteria C - the overall design and arrangement of lots shall be functional and shall necessary for the development of the subject property without unduly hindering the use or development of adjacent properties was not met with what was before the Commission.

Commissioner Holte felt that language in The Roberts Company's letter to deal with Conditions 12 and 13 should be added in the conditions. He felt the formation of a Local Improvement District for the construction of the realignment of Walnut Street should be required.

Commissioner Molamphy would prefer to see the road situation worked out before approving. He felt the alignment of Walnut Street should occur before Lot 5 is developed and preferred the alignment that was shown on the second page of Exhibit 2 of the July 13, 2007 staff report.

Commissioner Milne asked how long the applicant had to record the subdivision.

Mr. Williams responded that it was one year.

Commissioner Taylor felt this was a huge burden on the property owner.

Chair Brown asked if you could allow the plat for half a subdivision.

Commissioner Taylor said you would not allow occupancy on Lot 5 until the road was done.

Commissioner Molamphy said that until he could see something on the road, he was opposed.

It was moved by Commissioner Holte to approve SUB 07-01 as amended in Conditions 12 and 13. It was seconded by Commissioner Milne. Motion carried 5-0.

**DR 07-05 – 1<sup>st</sup> Student Bus Facility** – The applicant requests approval to construct a bus barn facility on a 4.87 acre vacant lot located on the North side of SE Township, west of the Molalla Forest Road.

Chair Brown read the public hearing format. When asked if any Commissioner had a conflict of interest, none was expressed. When asked if any Commissioner had ex-parte contact, none was stated. Chair Brown and Commissioner Molamphy stated they had visited the site. No questions were asked of the Commissioners.

Carla Ahl presented the staff report. The site is located between SE Township Road and SE 4<sup>th</sup> Avenue. The Logging Road Trail is to the east and Canby Disposal is to the immediate west.

The bus facility was once located between SW 2<sup>nd</sup> and SW 4<sup>th</sup> Avenues across the street from Canby High School. They moved to the Barlow area and are now looking to relocate back in Canby.

The area is designated as M-1 (Light Industrial). Properties to the west and north are also zoned M-1, across the Logging Road to the east the property is zoned M-2 (Heavy Industrial) and to the south is Baker Prairie Middle School which is zoned R-1 (Low Density Residential).

The applicant discussed the possibility of locating the bus facility at this location during the April 23, 2007 Planning Commission meeting. A bus facility is not listed as an outright use in any zone, but the M-1 zone does allow such uses as automotive repair shops, contractor equipment storage and "other uses as determined by the Planning Commission". The Planning Commission decided in a 4 to 1 decision to allow the bus facility in the M-1 zone as an outright use.

A 60' wide access is proposed from SE Township Rd, there are no plans to access the site from SE 4<sup>th</sup> Avenue. An office area of 3,150 sq. ft. and a 4,550 sq. ft. maintenance building would require 16 parking spaces; the applicant has proposed 101 passenger spaces due to the high volume of drivers they employ.

The applicant has proposed 73 bus parking spaces. The parking area for the passengers will be separate from the parking area for the buses.

The Park and Recreation Board has had discussions in the past regarding establishing a pedestrian access to the Logging Road from this property. With the Baker Prairie Middle School ADA accessible access on the south side of the school, the pedestrian access on the south side of the school property and the newly created access from the Perman Professional Village development to the north, this access was deemed unnecessary by the Parks Director.

Chair Brown asked what the minimum parking requirements for such an application were and if there was a lighting plan.

Ms Ahl said that 16 spaces are required, but the applicant was proposing 101 because of the type of business.

Commissioner Taylor had concerns about the stormwater and surface water in the parking lot.

Ms Ahl said it would all be contained on the site.

Mr. Williams said that the lighting was handled in Condition 16.

**Applicant:** Dean Zarosinski, engineer for the applicant stated that the building and site would be a bus facility completely fenced with an electronic gate. The stormwater would have a surface infiltration. There was no loading dock with the building. The color scheme would be similar to KB Recycling of off beige and a green roof. The Douglas firs on the landscape plan had been replaced with maples.

Commissioner Molamphy asked if fuel would be stored on site. Mr. Zarosinski said no fuel would be stored on site.

Commissioner Taylor asked if the 4 foot siding would be brick. Mr. Zarosinski said it would be a decorative masonry.

Mr. Kahut said it would be a brick type.

Commissioner Molamphy asked if Mr. Zarosinski had any response to the traffic study of Lancaster Engineering on page two that spoke to the intersection of SW Township Road and S Ivy Street which is currently operating at high delays.

Mr. Zarosinski said he had no response.

Commissioner Molamphy expressed frustration that the bus company did not have a representative present to discuss the traffic issues with the Commission.

Chair Brown asked about lighting of the facility.

Mr. Zarosinski responded that because of the early morning and late evening requirements the bus company wanted lighting for the safety of the employees.

Chair Brown asked if all the parking spaces had adequate back up area for spaces 17 and 18.

Mr. Zarosinski said that they would be used for smaller buses and each bus had an assigned spot depending on the size that would be used all the time for that bus.

Chair Brown asked if the parking lot would be gravel.

Mr. Zarosinski said it would be fully paved.

Commissioner Holte said he was in favor of the project but upset no one was present to address the traffic issue.

**Proponents:** None

**Opponents:** None

**Rebuttal:** None

Chair Brown closed the public hearing.

Commissioner Taylor said the application looks okay and had a lot of trees. He felt the elevations were very plain and would like more information on the traffic issue.

Chair Brown said that the Commission could require a plan for the traffic.

Commissioner Milne felt it was an excellent use of the parcel. She liked the landscaping, security fence and the alignment to the middle school of the entrance.

Commissioner Holte moved to hold the application to the next regular meeting in order to hear more information on the traffic issues. There was no second.

Chair Brown said the site was not great for industrial use, but the bus facility was an effective use for the site. He said a school bus service operational plan could be required before occupancy.

Commissioner Taylor asked about the colors of the facility and asked that the Planning Department review this with the applicant.

It was moved by Commissioner Molamphy to approve DR 07-05 as amended with Conditions for a school bus service operational plan to be approved before occupancy and colors for the building to be reviewed by the Planning Department. It was seconded by Commissioner Holte. Motion carried 5-0.

### III. NEW BUSINESS

**NCS 07-02 – McCormick/Allen – 431 SW 3<sup>rd</sup> Avenue** – Expansion of a Nonconforming Structure – Remove existing garage and build a new larger garage

Carla Ahl presented the staff report. The applicant is requesting approval to replace an existing nonconforming garage and shed room located at 431 SW 3<sup>rd</sup> Ave. with a larger garage using the same setbacks. Currently the garage is 2' 4" from the south property line. The applicant stated the need for the replacement is because the roof is leaking, the whole building is leaning away from the house and the garage door cannot be secured.

The applicant proposes demolishing the existing garage and shed room and building a new attached garage. The addition would duplicate the existing roof line of the house, be painted in coordinated colors and trimmed in the same manner as the existing house. The applicants will use the fire resistant siding as recommended by the Fire Department. The applicants believe this garage will be more functional for them and would be an attractive addition not only to their property but to the neighborhood.

The Planning Commission approved changes in the Zoning Code recently (TA 07-01) to allow applications such as this. This change followed a Planning Commission interpretation in 2004 on this issue. In 2004 the Planning Commission told staff that replacement structures would generally be viewed favorably if there is a demonstrated need for replacement and the new structure is well-designed.

Chair Brown asked if the neighbors had been notified. Ms Ahl said that she had suggested that the applicants talk with their neighbors before submitting the application as they would receive notice after the decision of the Planning Commission.

Commissioner Taylor asked how high the new garage would be. Ms Ahl said it would be the same at the edge, but increase towards the center of the roof.

The applicants, Brett Allen and Katrina McCormack said the current garage was an eye sore for the neighborhood and not functional for them. They have consulted with the Fire Marshall who suggested a Class A siding (non-combustible) and eave soffets due to the distance between the garage and the neighboring home. Mr. Allen said he had been trying to contact the neighbors, but they were out of town.

Commissioner Holte felt it was clean and nice.

Commissioner Milne commended them for the investment in their property and neighborhood.

Commissioner Taylor asked about the height of the garage. Mr. Allen said it would be 8 feet at the edge and 10 ½ feet at the center.

It was moved by Commissioner Holte to approve NCS 07-01 as presented. It was seconded by Commissioner Milne. Motion carried 5-0.

Mr. Williams asked the Commission if they wanted to continue to see applications such as this one; or did they want the staff to handle such applications.

Chair Brown said he would like to see expansion of non-conforming structures, but felt that staff should handle replacement of existing non-conforming structures that were not expansions.

The other Commissioners concurred.

#### **IV. FINDINGS**

**DR 07-04 – American Steel** - Commissioner Molamphy moved to approve the findings for DR 07-04 as presented. Motion seconded by Commissioner Holte and passed 5-0.

**SUB 07-01 – J.B.S. Estates, LLC** – Mr. Williams read the modified language for Conditions 12 and 13 as requested by the Commission. The language that was added to Condition 12: "The Plat shall include a reservation for the future Walnut Street realignment as shown on the second page of Exhibit 2 of the July 13, 2007 staff report. The subdivider will provide a waiver of remonstrance regarding formation of a Local Improvement District for construction of the realigned S. Walnut Street." The language that was added to Condition 13: "Walnut Street shall be improved as shown on the second page of Exhibit 2 of the July 13, 2007 staff report." Commissioner Molamphy moved to approve the findings for SUB 07-01 as amended. Motion seconded by Commissioner Taylor and passed 5-0.

**DR 07-05 – 1<sup>st</sup> Student Bus Facility** - Commissioner Holte moved to approve the findings for DR 07-05 as amended. Motion seconded by Commissioner Taylor and passed 5-0.

#### **V. MINUTES**

**July 9, 2007** - Commissioner Milne moved to approve minutes of June 25, 2007 as presented. Motion seconded by Commissioner Taylor and passed 5-0.

#### **VI. DIRECTOR'S REPORT**

John Williams announced that the August 13<sup>th</sup> Commission meeting would be cancelled as there were no public hearings scheduled.

Chair Brown asked when the unit on the top of the Willamette Falls building would be brought into compliance with the conditions of approval.

Mr. Williams indicated that staff was working on the situation and would be bringing this back to the Commission in the near future.

Commissioner Molamphy said that he had driven past the American Steel facility in Portland and was very impressed with how well the property was maintained. He felt it had been always taken care of and was pleased to have the business coming to Canby.

City Councilor Tony Helbling announced that there was one vacancy on the Planning Commission and urged any interested person to contact the City for an application.

Chair Brown commented that the Commission had received a copy of the City Council Goals and was pleased to see a goal of mater planning for all undeveloped areas in Canby's urban growth boundary.

## **VII. ADJOURNMENT**