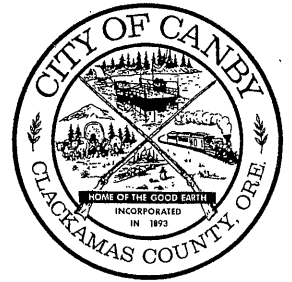


PLANNING COMMISSION AGENDA



March 14, 2005
7:00 PM - Regular Meeting
City Council Chambers
155 NW 2nd Avenue

I. ROLL CALL

II. CITIZEN INPUT ON NON-AGENDA ITEMS

III. PUBLIC HEARINGS

DR 04-09 / CUP 05-01 Canby Middle School - The applicant is requesting approval to construct a new Middle School on a 37 acre parcel located south of SE Township east of Trost Elementary School, currently zoned for residential development. Site plans propose to construct one middle school building with vehicle parking and bus transportation facilities. Site design also proposes construction of two soccer fields, two softball fields and one baseball field at the south portion of the site. The new school facility would accept approximately 1/2 of the current student body from Ackerman Middle School (initially estimated at 550 students). **Continued from 2-28-05** (materials to be delivered later)

IV. NEW BUSINESS

Update on Canby Transit Center plans

V. FINDINGS

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

SUB 05-02 Burden

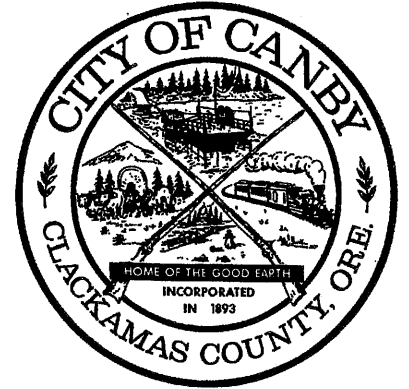
VI. MINUTES

February 28, 2005 (to be mailed later)

VII. DIRECTORS REPORT

VIII. ADJOURNMENT

MEMORANDUM



TO: *Planning Commission*
FROM: *John W.*
DATE: *March 4, 2004*
RE: *March 14, 2004 PC Meeting*

We have been working with the School District on the items identified by the Commission on the 28th, but don't have anything to send out yet. We'll get materials to you as soon as they're available. I have attached my summary of the issues raised and potential solutions, which I wrote to assist the School District in their response.

I've been working with Margaret Yochem on the Transit Center design. Her plan does not trigger a Site & Design Review application because of the small size of the buildings and minimal amount of paving. However, because of the visibility of this project, she wanted to make sure the Commission is aware of what's going on. So, we've scheduled this as a new business item to keep you in the loop.

The 2nd phase of the Simnitt subdivision (Auburn Farms) was originally scheduled for this meeting, but has been put off until March 28 in order to work out some issues regarding park dedications and utility provision.

Regarding SMS Auto Fabrics' landscaping: Matilda says they have completed everything except the grass seeding. They are planning to wait on the seeding until spring (who knew spring would come in February this year?), and Matilda is OK with that. They have a bond in place in case they do not perform as required.

Finally, with Darren leaving things are a little crazy. We are starting the recruitment process now but it will be a while before we have a new person on board. In the meantime, call Matilda, Carla, or me if you have any questions and give us a moment or two to get back to you! Thanks.

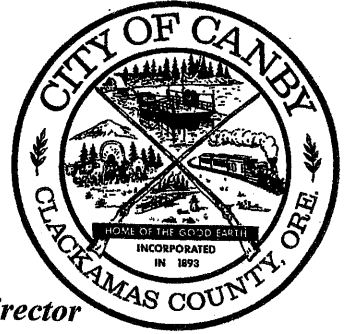
NEW APPLICATIONS:

MLP 05-01 An application by Heidi Yorkshire to divide her property on SE 3rd Avenue north of S. Pine Street (this is the "cheese factory" property). I believe Heidi is doing this division in order to raise funds to build her project. Hearing scheduled for March 28.

DR 05-02 An application by Scott Salisbury to construct a mini-storage facility on S. Township Road between Rustbusters and Hot Off The Press. Hearing scheduled for March 28.

MEMORANDUM

TO: *Canby School District*
FROM: *John R. Williams, Community Development & Planning Director*
DATE: *March 3, 2005*
RE: *Canby Middle School Conditional Use and Site & Design Review issues*
CC: *Mayor Thompson & City Council; Mark Adcock; Planning Commission; Canby Fire District; Bob Godon; Darren Nichols; Stacie Boyer*



There has been a lot of discussion lately surrounding the batting cages at Canby High School. So that everyone is on the same page, this memo summarizes the City's requirements for such structures. Please contact me if you have any questions.

- Site and Design Review (SDR) is required for any new building (this qualifies). The following exemptions from SDR could possibly apply to a batting cage structure:
 - Temporary public structures removed within two years of placement.
 - Accessory structures under 500 square feetOtherwise, SDR approval by the Planning Commission is needed. This could potentially be obtained as an intermediate modification to your previous SDR and conditional use approval for the entire high school site. Public notice would be required in either case.
- Whether or not SDR review is required, the structure must meet minimum setbacks from surrounding properties. The minimum setback required is three feet. It is my understanding that the current structure does not meet this requirement and is therefore in violation of city codes. Please note that we would recommend although not require setting such a large structure even farther back from surrounding homes. There is also a maximum height limitation of 22 feet.
- Building permits are required for permanent and temporary structures. However, I understand that a process exists for the Fire District to approve temporary tent and canopy structures, sidestepping the Building Code requirements of our office. Please contact the Fire District for more information. Prior to constructing any structure, I would always recommend checking in with the Building Official whether permits are required.

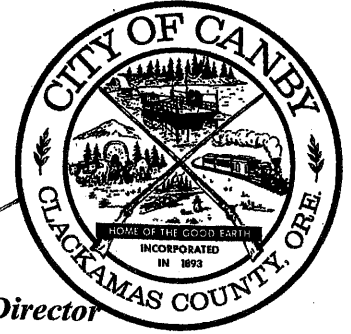
A related issue is the parking lot on S. Douglas Street. In the 1999 Design Review application for the clubhouse, the Planning Commission made the following finding regarding this lot:

"The applicant shall present plans for the vacant lot on S. Douglas Street (tax lot 41E4BD 6500) to the Planning Commission before the end of January 2001. These plans shall indicate whether the lot is to be used for parking or not. If the lot is to be used for parking, it must meet the City's landscaping and off-street parking standards, a five foot sidewalk including curb must be installed, and the submitted plans shall follow the requirements of CMC Section 16.49.150. If the lot is not to be used for parking, the plans

shall show the applicant's plan for preventing any parking on the lot. The Planning Commission shall review the applicant's plans and project time line as a new business item without charge to the applicant."

If the District wishes to change this finding, a modification application would be required (intermediate, with public notice). But it's important to note that this lot was originally approved for residential use, not for use as a parking lot. As far as I know, the Commission's 1999 decision was the first and only time the City has reviewed the use of this lot for parking and the above found to be needed in order to make the lot conform better with the neighborhood and mitigate impacts on the public street.

MEMORANDUM



TO: *Canby School District, BOORA, Planning Commission*
FROM: *John R. Williams, Community Development & Planning Director*
DATE: *March 3, 2004*
RE: *Canby Middle School Conditional Use and Site & Design Review issues*
CC: *Mayor Thompson & City Council; Mark Adcock; Darren Nichols; Canby Police; Canby Fire District*

A number of issues were brought up at Monday's hearing on the new Middle School. The Planning Commission asked the District to consider five particular items and return with a response. From this, I assume that everything else is satisfactory. Following is my summary of the issues called out by the Commission and staff's perspective on each.

- 1. Improved fire & police access around the site.** The School District worked with the Canby Fire District in designing the site and the record contains responses from the Canby Fire District and Canby Police Department indicating services would be adequate. The Fire District felt that the Logging Road was adequate to serve the back of the site assuming the three proposed grasscrete fire accesses were installed. However, the Planning Commission felt that additional provisions were needed to ensure that medical services and police patrols could more easily access and monitor the far fields and east end of the site. I will talk to the Police Chief to confirm they are OK with their access to the site; perhaps the School District could talk to Ron Yarbrough and obtain additional documentation for the record on CFD's service plan for the site (specific issues I heard relative to CFD service were having to drive the wrong way to enter the northern access road, inadequate paved width on the Logging Road, and inadequate access to the SE field).
- 2. Lighting on the Logging Road for security.** This is related to the police monitoring issue above. Staff believes, however, that the School District has done what's needed to meet Canby's code requirements. Although I think it would be great to have some light on the Logging Road for security, this is probably a city issue rather than a school responsibility.
- 3. Eliminate the east-west pathway on the south side of the fields.** I believe this pathway was originally recommended by city staff to ensure connectivity to and from Trost, the logging road, and future neighborhoods on the south side of the school site. However, if eliminating it would help financially to address the parking issues, staff would be open to this, since there is a connection to the Logging Road from the middle of the site.
- 4. Disconnect the south access to S. Teakwood Street.** As I said at the hearing, this connection has always been part of the City's Transportation Plan. However, when the

School District purchased the site it became clear that a “regular street” wouldn’t be appropriate. Staff still believes that a vehicular access here would be preferred. It will distribute trips more equitably to the new school site, rather than placing all trips from the south side of the school onto Redwood Street and further impacting residents there. There will be almost 80 acres (=400 homes?) of residential development eventually in Faist Farms and the properties to the east for which Teakwood is the only logical access to the school site. Otherwise, to drop off their children at the school, these residents would have to take 13th or 11th to Redwood to Township and back around. Teakwood has been designed with no homes fronting onto it for this exact reason. Additionally, the Fire District feels strongly about having two street accesses to the site.

Therefore, staff recommends maintaining the Teakwood connection if the school’s driveway (particularly between the main parking areas and Teakwood) is designed to strongly discourage cut-through traffic. The curved design and gateway signage are a good start, but other ideas may include a slow speed limit (15 mph?), speed humps, raised pedestrian crosswalks and/or corner bump-outs to narrow the road.

If this recommendation is not followed, staff would recommend at a minimum preserving emergency service access with a crash gate and pedestrian access with pathways.

5. **Additional parking for special events and sports.** The School District is required to obtain a conditional use permit for this site, which requires the Planning Commission to make a finding that the use “will not alter the character of the surrounding areas in a manner which substantially limits or precludes the use of surrounding properties.” The record contains extensive testimony that special events and sports create traffic safety issues and neighborhood headaches at other sites in Canby, so the Commission would be hard pressed to find that the proposed design will not negatively impact the Faist neighborhood. Staff agrees with the Commission that the issue should be addressed.

It’s true that the proposed site design meets our parking code requirements for a middle school. However, the fields will certainly be used for community sports and the school will be used for community and special events, uses which were not really anticipated by our parking code when it was adopted years ago (it currently bases parking standards on the number of school staff using the site). The Planning Commission and Planning staff appreciate what our schools do for this community by serving as community gathering places. We also understand that the District’s financial resources are limited and are interested in finding a reasonable solution to this problem.

Solutions mentioned at or after the public hearing include the following:

- a) Closing Teakwood St. to vehicles. Staff does not believe this will help with the parking issue, since pedestrian and emergency service connections will still allow people to park in the Faist area and walk to the fields or school.
- b) Creating a permit parking system in the neighborhood. Staff is concerned that this will create an enforcement burden on the Police Department and an administrative

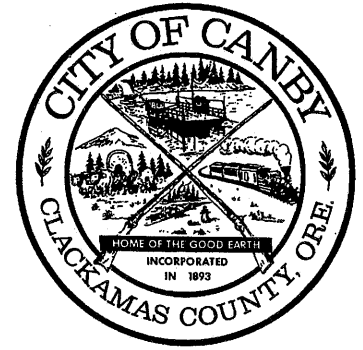
- burden on the residents and City Hall.
- c) Creating better connections to the Trost parking areas. Staff believes this could help some, particularly in combination with other ideas, but we think that the Trost lots are probably too far from the middle school and the fields to completely solve the problem.
 - d) Conditioning limited parking or limited use of the fields on the school application. Staff does not recommend this approach either since the fields are needed community facilities and will be an asset to Canby. Requiring the school district or sports organizations to monitor and enforce parking rules is not realistic either.
 - e) Signing the bus loop, Teakwood driveway connection, and other drive areas for after hours parking. Staff likes this idea and recommends the school district provide details showing how it would work, how many spaces would be provided, how pedestrians would access these spaces, and how emergency service and other vehicle access would work if cars were parked in these areas.
 - f) Providing additional parking lots, either paved or unpaved. This is another preferred solution except for the cost to the District. Staff would be willing to work with the design team to locate overflow parking areas and review alternative surfaces for cost and feasibility, if needed.

Staff recommends that the design team consider concepts c, e, and f above and return to the Commission with some combination of these to address community and Commission concerns. It might be very helpful for everyone if we could make a realistic estimate of the average usage of the proposed sites by special events and sports to come up with a "target number" for parking spaces. Staff believes that if the District can find a way to accommodate average weekend and weeknight uses for sports and special events, then the neighborhood should be able to absorb a few larger infrequent special events. After all, the streets in this area are publicly owned.

Finally, one note: it appears that the District has modified the site design since submitting the plans distributed to the Commission (these have a date of December 20, 2004). For example, the circular mound in the center of the bus loop has apparently been deleted and a pathway has been added from Township Road to the Logging Road. Once any changes are made in response to items 1-5 above, I would like a "final set" to be assembled and provided to the Commission and public.

To summarize, I should emphasize that the Planning Commission and staff want this project to succeed. The School District and Canby community have put in a tremendous amount of work on this project and produced a school that Canby will be proud of. You have obviously gone far beyond the ordinary in designing the educational, environmental, and other aspects of this facility. Planning's role is only to review site and neighborhood compatibility issues and we are confident that we can find mutually agreeable solutions to the issues raised at Monday's hearing.

I will be out of the office at meetings all day Friday but will be checking my cell phone so call me if needed. Otherwise, let's meet early next week to move forward. Thanks.



- STAFF REPORT -

APPLICANT:

BOORA Architects, Inc.
720 SW Washington Street
Portland, OR 97205

FILE NO.:

DR 04-09 / CUP 05-01
(Canby Middle School)

OWNER:

Canby School District
1110 S Ivy Street
Canby, OR 97013

STAFF:

Darren J. Nichols
Associate Planner

LEGAL DESCRIPTION:

Tax Lot 1100 of Tax Map 4-1E-03

DATE OF REPORT:

February 18, 2005

LOCATION:

South side of SE Township Road. East of Trost Elementary School and west of the Logging Road Pedestrian trail. The site is also adjacent to the Northern terminus of S Teakwood Street.

DATE OF HEARING:

February 28, 2005

COMP. PLAN DESIGNATION:

R-1 – Low Density Residential

ZONING DESIGNATION:

R-1 - Low Density Residential

I. APPLICANT'S REQUEST:

The applicants request City approval to construct a new Middle School on a 37 acre parcel zoned for residential development. Site plans propose to construct one middle school building with vehicle parking and bus transportation facilities. Site design also proposes construction of two soccer fields, two softball fields and one baseball field at the southern portion of the site. The new school facility would accept approximately ½ of the current student body from Ackerman Middle School (estimated 550 students).

II. APPLICABLE REGULATIONS

City of Canby General Ordinances:

- 16.10 Off-street Parking and Loading
- 16.18 R-1 Low Density Residential Zone (Conditional Uses Permitted)
- 16.21 Residential Design Standards
- 16.49 Site and Design Review
- 16.50 Conditional Uses

III. MAJOR APPROVAL CRITERIA

16.49.040 Site and Design Review - Criteria and Standards

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; and
 - B. The proposed design of the development is compatible with the design of other developments in the same general vicinity; and
 - C. The location, design, size, color and materials of the exterior of all structures and signs are compatible with the proposed development and appropriate to the design character of other structures in the same vicinity.
 - 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 percent of the total possible number of points (not including bonuses) are accumulated for the whole development.
 - 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.
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.

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.
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.

16.50.010 Authorization to Grant or Deny Conditional Uses

In judging whether or not a conditional use permit shall be approved or denied, the Planning Commission shall weigh the proposal's positive and negative features that would result from authorizing the particular development at the location proposed and to approve such use, shall find that the following criteria are either met, can be met by observance of conditions, or are not applicable:

- A. The proposal will be consistent with the policies of the Comprehensive Plan and the requirements of this title and other applicable policies of the City.
- B. The characteristics of the site are suitable for the proposed use considering size, shape, design, location, topography, existence of improvements and natural features.
- C. All required public facilities and services exist to adequately meet the needs of the proposed development.
- D. The proposed use will not alter the character of the surrounding areas in a manner which substantially limits or precludes the use of surrounding properties for the uses listed as permitted in the zone.

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

Traffic			
Distance of access to intersection [x<70' / 70'-100' / x>100']	0	1	2
Access drive width (% of minimum) [x<120% or x>150% / 120%-150%]	0	1	
Pedestrian access from public sidewalk to bldg. [1 entrance connected / all entrances connected]	0		2
Pedestrian access from parking lot to building [No walkways / Walkway next to bldg / No more than one undesignated crossing of access drive and no need to traverse length of access drive]	0	1	2

Tree Retention			
For trees outside of the building footprint and parking/access areas (3 or more trees) [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	

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

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	

Building Appearance			
Style (architecture) [not similar - similar to surrounding]	0	1	2
Color (subdued and similar is better) [neither/similar or subdued/similar & subdued]	0	1	2
Material [concrete or wood or brick is better]	0	1	
Size (smaller is better) [over 20,000 s.f. / under 20,000 s.f.]	0	1	

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

IV. FINDINGS:

A. Background and Relationships:

The School District property is located on the south side of SE Township Road immediately to the east of the Trost Elementary School site. The North Molalla Forest Road and the Molalla rail spur form the eastern boundary of the site. The northern terminus of S Teakwood Street abuts the property the southwest corner of the parcel.

The property contains approximately 37 acres zoned for R-1 Low Density Development. Adjacent properties to the north (across Township Road) are zoned for M-1 Light Industrial development, including Canby Disposal's transfer site. Properties to the west and southwest are all zoned R-1 Low Density Residential, including the Trost Elementary site, Township Village and Faist Farms.

Properties to the south are outside city limits but inside the City's UGB and designated for eventual low and medium density residential development. Properties to the east (across the Logging Road) are also outside city limits but designated for eventual industrial development.

The applicants propose to construct a new Middle School toward the eastern boundary of the parcel and centered on the north-south dimension of the site. A private access road is proposed to be constructed behind Trost Elementary along the western edge of the property. The access road would effectively extend N Teakwood Street to an intersection at SE Township Road.

Schools are allowed as a conditional use in the R-1 Zone. This application therefore has two components. The first part is a request for approval of a Conditional Use Permit to allow a school to be constructed on the subject parcel. The second is a request for Site and Design Review approval to construct the building and infrastructure as submitted in the applicant's packet.

BOORA proposes to construct a LEED (Leadership in Energy & Environmental Design) rated, high performance school building. The U.S. Green Building Council has created the LEED system for assessing the long term building performance in a number of categories. The LEED system challenges designers and builders to develop projects that conserve energy and provide a healthier indoor environment for building occupants.

BOORA successfully completed the new Clackamas High School as a LEED rated project in 2003. The intent for Canby's new Middle School is to create a similar high performance, low impact learning environment. The building proposal replaces fluorescent tubes with natural daylight as much as possible. The proposal also relies on natural ventilation to replace typical energy consuming HVAC units. The project is also intended to incorporate stormwater runoff into the landscape system in a way that limits the need for pipe infrastructure. Natural stormwater infiltration more

closely mimics the natural environment and provides cleaner runoff filtration than mechanical pipe systems. Using the cutting edge in building performance, the new Middle School will serve as a model development for Canby and for surrounding communities.

B. Evaluation regarding Conditional Use Permit

1. Comprehensive Plan Consistency Analysis

LAND USE ELEMENT

GOAL: TO GUIDE THE DEVELOPMENT AND USES OF LAND SO THAT THEY ARE ORDERLY, EFFICIENT, AESTHETICALLY PLEASING AND SUITABLY RELATED TO ONE ANOTHER.

Applicable Policies:

Policy #1: Canby shall guide the course of growth and development so as to separate conflicting or incompatible uses, while grouping compatible uses.

Analysis: This proposal would place the new middle school adjacent to an existing elementary school, a pedestrian pathway and vacant agricultural lands. Planning Staff foresees minimal conflict between the proposed school development and existing land uses.

The most likely conflict would be between existing and proposed traffic patterns. A traffic study prepared at the request of the City however demonstrates that the surrounding road system is more than adequate to handle school traffic. Students that attend the newly proposed school are already traveling through the subject area on their way to and from the Ackerman campus. Therefore, the volume of local traffic is not expected to change although the direction of vehicle trips may be slightly different to the new campus.

Policy #3: Canby shall discourage any development which will result in overburdening any of the community's public facilities or services.

Analysis: No burdening of public services is anticipated. The use will be similar to surrounding uses and will take advantage of existing services. Public facility and service providers were asked to comment on this application (see discussion under Public Facilities and Services Element).

Policy #4: Canby shall limit development in areas identified as having an unacceptable level of risk because of natural hazards.

Analysis: No natural hazards have been identified on the subject property.

Policy #5: Canby shall utilize the land use map as the basis of zoning and other planning or public facility decisions.

Analysis: The parcel is currently zoned for Low Density Residential development. Schools are a conditionally allowed use in the R-1 Low Density Residential Zone. All neighboring property owners have received public notice of this application and have opportunity to comment.

Policy #6: Canby shall recognize the unique character of certain areas and will utilize the following special requirements, in conjunction with the requirements of the land development and planning ordinance, in guiding the use and development of these unique areas.

Analysis: The property is located in an area of low density development. The property is also located adjacent to existing school and pedestrian facilities. The site is also buffered from surrounding land uses by existing infrastructure and development, making the site a natural fit for a new school.

ENVIRONMENTAL CONCERNS ELEMENT

GOALS: TO PROTECT IDENTIFIED NATURAL AND HISTORICAL RESOURCES.

TO PREVENT AIR, WATER, LAND, AND NOISE POLLUTION.

TO PROTECT LIVES AND PROPERTY FROM NATURAL HAZARDS.

The subject property is considered to be urbanized and no environmental concerns have been identified.

TRANSPORTATION ELEMENT

GOAL: TO DEVELOP AND MAINTAIN A TRANSPORTATION SYSTEM WHICH IS SAFE, CONVENIENT AND ECONOMICAL.

Applicable Policies:

Policy #1: Canby shall provide the necessary improvements to City streets, and will encourage the County to make the same commitment to local County roads in an effort to keep pace with growth.

Analysis: The Middle School developers will be required to complete road and sidewalk improvements sufficient to provide safe vehicle and pedestrian access to the site.

Policy #4: Canby shall work to provide an adequate sidewalk and pedestrian pathway system to serve all residents.

Analysis: The subject property is accessed by an existing system of streets and sidewalks. Canby Area Transit also provides service near the site. Existing and proposed sidewalks will provide ample opportunity for students and neighbors to safely access the site.

Staff recommends moving a proposed north-south pedestrian access way to the west side of the proposed private access road. Moving the pedestrian path to the west side of the drive would require students to cross the access drive at an approved crosswalk. The new location, however, would prevent students and other pedestrians from having to cross two bus access points and one or more parking lot access points while traveling along the pedestrian path.

Policy #6: Canby shall continue in its efforts to assure that all new developments provide adequate access for emergency response vehicles and for the safety and convenience of the general public.

Analysis: Emergency service providers received notice of the proposed school development. The site design includes multiple access points from SE Township, S Teakwood and from the Logging Road, if necessary. The proposed use is not anticipated to generate any emergency service issues.

PUBLIC FACILITIES AND SERVICES ELEMENT

GOAL: TO ASSURE THE PROVISION OF A FULL RANGE OF PUBLIC FACILITIES AND SERVICES TO MEET THE NEEDS OF THE RESIDENTS AND PROPERTY OWNERS OF CANBY.

Applicable Policies:

Policy #1: Canby shall work closely and cooperate with all entities and agencies providing public facilities and services.

Analysis: Public Facility and Service received a Request for Comment. The Fire Marshal, Police Chief, Waste Water Treatment Plant, Canby Utility Water, Northwest Natural and Canby Telephone responded positively, indicating that services are available or will become available to serve the site.

City of Canby consulting Engineer, Hassan Ibrahim notes that ½ street improvements are required for the parcel's full frontage along SE Township road. Half street improvements are required in Condition 19. Hassan also notes that stormwater plans must be approved by the State DEQ. Condition 11 conditions DEQ approval for any stormwater systems.

Traffic Engineering Technician Catriona Sumrain notes that the half street improvement on SE Township shall include a bike lane (see again Condition 19). Catriona also recommends extending an existing pedestrian path from the southern boundary of Trost Elementary along the southern boundary of the Middle School to the Logging Road trail (see Condition 20).

Traffic Safety Committee Chair Marlene Elmore expresses concerns about additional traffic using S Township and S Redwood. A Traffic Study commissioned as part of this application indicates that the impacts on surrounding streets is easily accommodated by existing infrastructure. Eventual traffic patterns are not known at this time and will be difficult to predict until the school boundaries are completed later this year.

The Teakwood entry will be clearly marked to designate the access road as a private drive. The roadway will be constructed to different standards and will be marked by a concrete approach apron. The drive entrance will be noted as a private drive with signs approved by the City of Canby Public Works (Condition 19).

It is anticipated, however, that traffic impacts will not change dramatically. The new Middle School will serve existing students currently traveling on local streets. The same students will travel on local streets to and from school; although some students will now travel in a different direction.

Clackamas County Emergency Communications (911) Specialist requests that a legend of the school be placed at the front entrance to assist emergency responders. CCEC also recommends that all school phones and pay phones be listed with the school's name and location in order to better assist emergency responders in locating the location of emergency calls. Planning Staff supports these recommendations and recommends conditioning the recommendations (see Condition 21).

Bicycle and Pedestrian Committee Chair Robi Kurth recommends bike lanes and sidewalks on SE Township (see Condition 19). Robi also recommends a crosswalk on SE Township between the school's access drive and the pedestrian trail bridge. Planning Staff recommends the same in Condition 19.

Additional site development issues will be addressed more specifically during the pre-construction process.

Policy #5: Canby shall assure that adequate sites are provided for public schools and recreation facilities.

Analysis: The applicants' proposal provides the Canby School District with needed facilities and fulfills the District's long term vision for the subject property. The proposal also provides several ball fields, a gymnasium and open space for community recreation opportunities.

CONCLUSION REGARDING CONSISTENCY WITH THE POLICIES OF THE CANBY COMPREHENSIVE PLAN:

Staff review of the goals, policies, and implementation measures of the Comprehensive Plan indicates that the proposed conditional use is consistent with Canby's Comprehensive Plan.

3. Evaluation Regarding Conditional Use Approval Criteria

- A. The proposal will be consistent with the policies of the Comprehensive Plan and the requirements of this title and other applicable policies of the City.

With the conditions noted below, this application complies with the Comprehensive Plan and with other applicable city policies.

- B. The characteristics of the site are suitable for the proposed use considering size, shape, design, location, topography, existence of improvements and natural features.

The site is located at the fringe of existing urbanization. The site is partially surrounded by urbanized development and partially buffered from future urbanization. The site is well-suited for the proposed use.

- C. All required public facilities and services exist to adequately meet the needs of the proposed development.

Required Public Facilities and Services exist to serve the site.

- D. The proposed use will not alter the character of the surrounding areas in a manner which substantially limits or precludes the use of surrounding properties for the uses listed as permitted in the zone.

No negative impacts are anticipated from the proposed use. The mix of residential and educational uses is appropriate for the R-1 Low Density zone. Several other Canby Schools are located in the R-1 zone and function well within the existing land use pattern. The proposal would alleviate existing impacts of Ackerman Middle School.

V. PUBLIC TESTIMONY

Surrounding property owners have been notified and have an opportunity to provide testimony. No testimony has been received to date.

The School District held a neighborhood meeting on February 10. Residents within approximately 1,000 feet of the school property were notified of the meeting and 40 - 50 people attended.

Residents of Faist Farms were concerned about the use of S. Teakwood Street for buses, deliveries, and student drop-offs. Several Faist residents would prefer that S. Teakwood Street be closed or limited in hours or function.

Other concerns raised included the lighting and operation of the sports fields and the operation of the District's catering facilities, which will be centralized in the new building. The School District estimates 4-6 daily trips generated by the central kitchen facility.

The City's Traffic Engineer responded that street system can easily accommodate the school traffic. The Engineer also noted that the same students currently traveling through Faist Farms on the way to and from Ackerman will continue to travel the neighborhood, now to and from the new Middle School site.

VI. CONCLUSION

1. Staff concludes that the conditional use is in conformance with the City's Comprehensive Plan and the Zoning Ordinance.
2. Staff concludes that the site can accommodate the proposed use.
3. Staff concludes that public service and utility provision to the site is available or can be made available through future improvements.
4. Staff concludes that the conditional use will not alter the character of the surrounding areas in a manner which substantially limits or precludes the use of surrounding properties for the uses listed as permitted in the zone.

VII. RECOMMENDATION

Based on the application submitted and the facts, findings and conclusions of this report, but without benefit of a public hearing, **staff recommends that the Planning Commission approve CUP 05-01 with the following conditions:**

1. This conditional use permit approval is limited to the construction of one middle school building with parking and loading areas as proposed. The Conditional Use approval also permits construction of no more than two soccer fields, two softball fields and one baseball field. Additional structures and infrastructure will require further review and approval by the Planning Commission prior to construction.

C. Evaluation Regarding Site and Design Review Approval Criteria

1. Parking Lot Landscaping Standards

The site is currently bare with the exception of field grass. The proposed site plan calls for lawn, trees and shrub material near the school building itself. Five natural turf playing fields are also proposed south of the school building. Proposed landscaping is more than sufficient to meet Site and Design Review requirements.

2. Parking

The applicant intends to provide 150 full size parking spaces – the City’s parking code calls for two spaces per staff person. Canby School District expects approximately 60 initial staff (120 required spaces). Staffing levels are expected to increase, however, to accommodate student body growth. The proposal therefore meets minimum parking requirements for the eventual site needs (approximately 150 spaces).

3. Access

Vehicle parking will be accessed from a common campus entrance drive connecting SE Township and S Teakwood. Pedestrian access is proposed by means of new interior sidewalks as well as existing and new walkways along surrounding street frontages. Existing and proposed vehicle and pedestrian accesses are adequate to serve the subject parcel and surrounding development (see Traffic Study included with applicant’s packet).

4. Architecture and Signs

The proposed school design meets Canby’s minimum design standards and is compatible with existing adjacent school structures. No signs are also proposed as part of this design review. Any signs proposed must be submitted for review by Planning Staff through application for a sign permit.

5. Availability of Adequate Public Facilities and Services

All utility providers were sent a Request for Comments. Utility and service providers stated that adequate public facilities are available or will become available through the development. Clackamas County recommends that street improvements be reviewed and approved by the County but in accordance with City of Canby street improvement standards.

6. Compatibility

The proposed development is compatible with the surrounding residential neighborhood and is in keeping with the existing adjacent school development. The Middle School design provides an aesthetic street presence and an inviting façade to the surrounding community. The overall site design provides an open campus with ample pedestrian access for students and neighbors. Proposed ball fields will add a pedestrian amenity and encourage passersby to enjoy the campus open space.

In order to be considered “compatible”, an application must meet at least 65% of the total number of points possible.

** See Design Review Matrix above and scoring on the following page.*

CRITERIA	PTS/ POSS	NOTES
Parking		
Screening of loading facilities	1/2	Bus parking visible from street
Parking lot landscaping	1/1	Landscaping in parking area.
Parking lot lighting	1/1	Parking lot lighting provided.
Location of parking	1/2	Parking on side of building as viewed from the public street.
Number of parking spaces	2/2	Provides ~120% of initial and ~100% of eventual anticipated.
Traffic		
Distance of access to intersection	2/2	Intersections over 100' away.
Pedestrian access from public sidewalk	2/2	Entrance connected.
Pedestrian access from parking lot to residences	2/2	Interconnected walkways.
Signs		
Dimensions of signage proposed	N/A	No signage proposed
Similar color to homes	N/A	No signage proposed
Pole sign – No	N/A	No signage proposed
Sign location from driveways	N/A	No signage proposed
Building Appearance		
Style	2/2	Style of architecture will be similar to existing Trost school structure.
Color	2/2	Colors subdued and similar.
Material	1/1	Brick and glass with metal accents.
Size	0/1	Building area > 20,000 square feet.
Types of Landscaping		
Non-Required Trees	0/1	The applicant is not proposing more than 1 non-required tree per 500 square feet of landscaping.
Lawn Area	2/2	> 50% of the landscaping is lawn.
Shrub Location	1/1	Majority of shrubs in the background.
Automatic Irrigation	4/4	All areas automatically irrigated.
Bonus Points		
Trash Receptacle Screening	1/0	Trash receptacles are screened.
Park/Open Space	1/0	A portion of the school development is designated for public open space.

Proposed Score with Bonus Points: 26/28 = 93%

* The proposed design exceeds the minimum 65% required for consideration.

7. Development Standards

The R-1 zone allows school development as a conditionally allowed use. This proposal is adjacent to an existing permitted elementary school. The Middle School will also be buffered from surrounding development by SE Township Road, the Logging Road and by proposed playing fields.

VIII. CONCLUSION

Staff concludes that the application meets the requirements for Site and Design Review approval with additional recommended conditions. In direct response to the criteria for Site and Design Review, staff concludes the following:

- A. The proposed 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;

The proposal meets the Site and Design Review requirements for conditional development in the R-1 zone pertaining to lot size, building area, setbacks and residential design.

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

The proposal is compatible with the adjacent school development and with the surrounding neighborhood.

- 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.

See specific comments under section IV(B) above.

- 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.

The application meets 93% of the possible points. For specific performance or the proposal, refer to the matrix analysis above.

- 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.

Public facilities and services are available to service the development.

- F. 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.

All utilities exist or can be modified to adequately serve the site.

- G. 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.

This proposal is not expected to impact the cost of needed housing in Canby. The development will use land that could otherwise be used for housing development but the community's need for educational facilities should also be considered in determining a need for the proposed development. The addition of a full service Middle School will help to support existing and new housing constructed in the City of Canby.

- H. 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.

N/A

IX. RECOMMENDATION:

Based on the application and visual inspection, along with 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 DR 04-09 with the following conditions:**

Prior to construction:

1. A pre-construction conference shall be held prior to the issuance of building permits. Fifteen copies of pre-construction plans shall be given to the City Planner's Office to be reviewed and approved by all applicable utility providers at least two weeks *prior to the pre-construction conference*.
2. A revised, full-size set of **all** submitted development plans (including site plan, utility plan, grading plan, landscape plan, etc.) shall be provided, depicting each of the written conditions to the satisfaction of the City Planning Department.
3. The design, location and planned installation of all utilities, including but not limited to water, electric, sanitary sewer, natural gas and telephone & cable communications shall be approved by the appropriate utility providers. Any relocation of existing utilities shall be performed at the expense of the applicant.
4. As necessary, any recorded easements on the property shall be approved for vacation by appropriate utility providers and/or new easements shall be recorded to utility providers' specifications.

For the Building Permit Application:

5. A detailed landscape construction plan shall be submitted with the building permit application. The detailed landscape plan shall show: the number of plants, plant spacing and location of planting, the type and size of plant materials, a planting schedule and irrigation plans. In addition, the final landscape plan shall clearly demonstrate the relationship between School District property and the City's Logging Road pedestrian path to ensure continued safety for students and for pedestrians. The final landscape plan shall reflect the approved landscape plan submitted with the Site and Design Review application and any modifications conditioned.
6. Landscape materials shall be planted to provide a minimum of 95% coverage of landscaped areas with vegetation within a 3-year time period. Bark mulch, rock and similar material shall consist of not more than 5% of the total landscaped area after said 3-year period. All required trees shall be a *minimum* of 2" caliper at the time of installation.
7. The development shall provide a minimum of 150 vehicle parking spaces, not including bus parking or on-street parking. On-site parking shall include a

minimum of 105 full sized spaces; the balance may be constructed as compact spaces. For all on-site parking, 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 twenty four inches (24") in front of the end of the space.

8. All interior sidewalks and accessways shall be a minimum of five feet in width.
9. Bicycle parking shall be provided as per requirements of CMC 16.10.100. In this case, the applicant's proposal of 80 spaces is considered the minimum acceptable to serve an estimated student body of 800.
10. Details of sign dimensions and construction techniques shall be shown on the building permit submittal or on a subsequent sign permit application.

Prior to Issuance of a Building Permit

11. All storm water shall be disposed on-site. The design of stormwater facilities shall be approved by the City Engineer and Public Works Supervisor. The applicant is responsible for obtaining approval from Clackamas County and the State of Oregon – DEQ for stormwater management permit approval.
12. An Erosion Control permit is required. Approved erosion control measures shall be in place and maintained during construction. All Erosion Control measures shall conform to the City of Canby's Erosion Control Ordinance.

During Construction

13. All grading and fill on the site shall comply with State, City and County regulations.
14. Any relocation of existing utilities required due to construction of the development shall be performed at the expense of the applicant.
15. ADA Ramps shall be provided as required by the Public Works Supervisor.
16. All site lighting shall be "hooded" to project light downward.
17. Frontage improvements shall be constructed and/or maintained as required by the Public Works Supervisor, including but not limited to, sidewalks, curbs, ADA ramps, lighting, etc.
18. Required trees shall be placed no closer than 10 feet from any sewer main or sewer lateral. Tree placement shall be reviewed and approved by the Public Works supervisor prior to installation of landscape materials.

19. Developer shall complete half street improvements for the parcels full frontage onto SE Township Road. Street improvements shall be completed to the satisfaction of the City Engineer and Public Works. As part of half street improvements, the developer shall provide a sidewalk and bike lanes from the intersection of S Redwood and Township to the eastern boundary of the Middle School site. The developer shall also construct an approved crosswalk on SE Township between the school access drive and the Logging Road pedestrian bridge. As part of street improvements the developer shall provide a pedestrian connection between a new sidewalk and the Logging Road pedestrian trail. The private drive connection to S Teakwood Street shall be clearly marked as a private street and shall be constructed and signed as such to the satisfaction of the City of Canby Public Works.
20. As part of construction, developer shall extend an existing pedestrian access way from the southern boundary of Trost Elementary school along the southern boundary of the Middle school site and connecting to the Molalla Forest Road (Logging Road) trail.
21. A legend of the school's layout shall be placed inside the front entry so as to assist emergency responders in locating and responding to on-site emergencies. Phone systems installed in the new middle School shall also incorporate identification data in order to alert emergency communications specialists to the location of the phone even in the absence of verbal communication.

After Construction

22. The developer shall provide a copy of as-built drawings to the City of Canby following completion of the Site Development and again at the completion of the building construction. As-built drawings shall include at a minimum:
 - the location, size and specifications of all underground utilities,
 - the location of all easements on the subject parcel and adjacent parcels,
 - any changes to the originally approved site and utility design

Exhibits:

1. Applicant's narrative
2. Project plan
3. Traffic study from Lancaster Engineering
4. Responses to Request for Comments

CANBY MIDDLE SCHOOL**Site Design Narrative: Conditional Use Submittal****December 21, 2004**

The New Canby Middle School development will be located on a 37-acre site, just southeast of the intersection of Township Road and Redwood Street. Located adjacent to this site on the west is the existing Trost Elementary School, built in 1992.

Existing Zoning:

This site is zoned R1 and LDR – Low Density Residential classification, by the City of Canby Zoning and Comprehensive plans. Per Canby Municipal Code, Title 16, Chapter 16.16.020(F), schools are allowed in the LDR Zoning area under Conditional Use approval.

Per Canby Municipal Code - Title 16, Chapter 16.50.010 Authorization to Grant or Deny Conditional Uses.

- A. *The proposal will be consistent with the policies of the Comprehensive Plan and the requirements of this title and other applicable policies of the city.*
- B. *The characteristics of the site are suitable for the proposed use considering size, shape, design, location, topography, existence of improvements and natural features.*
- C. *All required public facilities and services exist to adequately meet the needs of the proposed development.*
- D. *The proposed use will not alter the character of the surrounding areas in a manner which substantially limits, or precludes the use of surrounding properties for the uses listed as permitted in the zone.*

This project will include the new 138,000-square foot, two-level Middle School for 800 students, together with associated site improvements: 150 parking spaces, multi-purpose play fields and landscaped areas. Bicycle parking and a separate bus loading area will also be available. A central District Base Kitchen and District technical office will also be located in this building. In addition, the gymnasiums and Media Center of this building will also serve as a Community Center for public activities.

Existing Site:

- Traffic and transportation – Lancaster Engineering has been authorized to conduct a traffic study to determine traffic issues at the intersection of Redwood and Township Roads to the Northwest.
Public transportation – N/A
- Utilities:
 - Water* – 12" water main on Redwood. 8" extension on Township Road. There is also an existing well on the Trost School property. The School District desires to share the water from this well for irrigation needs at both the Trost Elementary, as well as the new middle school. There is an existing fire sprinkler loop around Trost School.
 - Electric* – Electrical service to the middle school will be developed by Canby Utility from Township Road, south through the property along the east side of the building, continuing down to the south end of property. This primary loop will allow the school to receive power



even if the utility is lost on either side of the loop from the upstream substation. Both 480V and 208V services will be served from this 15kV primary loop.

Gas – Existing 2" gas line in Township Road to be updated by local agency.

Sewer – Existing sanitary sewer connection at Township and Redwood can be achieved by gravity flow.

Telecommunications – Telecommunications utilities by Canby Telephone will be supplied to serve both the District's network department and the IT needs of the school, including dedicated copper lines for phone, T-1 and fiber optic lines for the wide area network. CATV provider will supply coaxial service for distance learning. Spare conduits will be provided to allow for future telecommunications providers.

- Views – Mount Hood to the east.
- Topography – Open land. Highest elevation is 174 feet above sea level in the approximate middle of the site. Site slopes down approximately 10 feet to the northeast at the Molalla Forest Road, which is an existing pedestrian path. To the east, beyond this path, is the Southern Pacific railroad.
- Adjacent properties:
 - North – Light Industrial (M1/LI) zoned area across Township Road
 - East – Light Industrial (M1/LI) zoned area across Molalla Forest Road and the Southern Pacific railroad tracks.
 - South – Low and Medium Density Residential zoning (R1/R1.5). A residential neighborhood exists to the southwest of the site. Immediately to the south of the site is vacant land.
 - West – Low Density Residential neighborhoods across Redwood Street, including the Trost Elementary School, to the immediate west.

Building Siting:

- The building will be oriented in somewhat diagonal fashion from northwest to southeast to parallel the Southern Pacific railroad tracks and Molalla Forest Road on the east side of site.
- The front entry of the building and the parking area will be to the west of the building.
- The double-story academic "houses" will orient primarily to the north and east.
- The building will be located towards the middle of the site in a north-south direction to preserve the view corridor to the east, including Mount Hood, from Trost Elementary School.
- A new private road will connect to the existing Teakwood Street at the south entrance to the site and run northward through the site to connect to Township Road.
- A pedestrian path will be included on the south side of the site from the Teakwood Street extension for public access to the playing fields.

Landscape/Civil:

- Storm drainage into site through percolation. The parking lot drains to a central island where stormwater run off is treated. Several storm water retention areas may be included in the landscape design.
- Frontage improvements on the south side of Township including sidewalk, curb and bike lanes from Redwood to the east property line.

Landscape Design:

- Large trees shade benches located at each entrance to the building and the long paths that border the drop-off/pick-up areas.
- Linear paths stretch from west to east, drawing pedestrians to and from the building.
- A pedestrian path borders the south property line, providing the final link in an existing pedestrian walkway that stretches along the south of Trost Elementary School.

Circulation:

- For safety the drop-off areas for buses and automobiles are separated from each other.
- Sufficient parking is provided for staff visitors and sports facilities.
- Several multiple-use pedestrian paths bisect the site, providing safe pathways clear of automobile traffic and linking to existing pedestrian walkways off the site.
- Clearly visible crosswalks are provided where paths cross driveways and roads.
- Paths lead to a large secure bike parking area.

Security:

- Perimeter fences provide controlled access to and from the site.
- Tree, shrubs and groundcovers will be selected to maintain clear visibility.

Architectural:

- This school will be designed as a sustainable building to meet LEED™ (Leadership in Energy & Environmental Design) Silver Certification. Specific energy saving features include natural daylighting and ventilation.
- Exterior building materials will include brick, metal panels and high-performance glazing.
- The maximum building height above grade is 34 feet.
- Three interior open-air courtyards, located along the central hallway, will provide natural light and ventilation to adjacent spaces.

Mechanical:

- Mechanical systems will be designed to meet the LEED™ Silver Certification criteria.
- Fire Protection – The entire building will be protected by a wet-pipe fire sprinkler system. Because water pressure to the site is marginal, it may be necessary to use a diesel-driven fire booster pump.
- Plumbing Systems – Plumbing systems include cold water, hot water, waste, vent, roof drainage and natural gas. These systems serve fixtures and equipment in toilet rooms, classrooms, kitchen and other locations.
- Domestic Cold and Hot Water – Cold water will be provided by a municipal water service. Because water pressure is marginal, a domestic water booster pump may be required. The domestic hot water for the kitchen and lockers will be generated by a high-efficiency gas water heater in the boiler room. Domestic hot water for the rest of the school will be generated with local electric water heaters. Under a LEED™ energy efficiency measure, hot water may be generated with a ground loop heat pump and storage tank.
- Sanitary Waste System – Sanitary waste will discharge to the municipal sewer system.
- Roof Drainage – Under a LEED™ initiative, rainwater will be collected in a cistern for use in toilet flushing and landscape irrigation.
- Natural Gas – Natural gas will be provided by the serving utility and will serve boilers, domestic water heaters, kitchen equipment and possibly science classrooms.

Heating, Ventilating And Cooling Systems

- Heat Source – The primary heating source will be gas fired, hot water, condensing boilers with low temperature hot water. Heating water will be pumped to fan units, terminal units and perimeter radiation with variable flow. Under an alternate ground loop, heat pumps will be used to supplement the heating energy source.
- Cooling Source – Artificial cooling will serve Administration, Media Center and District offices for year-round operation. The remainder of the building, except Gymnasiums, will have provisions to add cooling in the future. All areas will be able to use outside air for cooling and

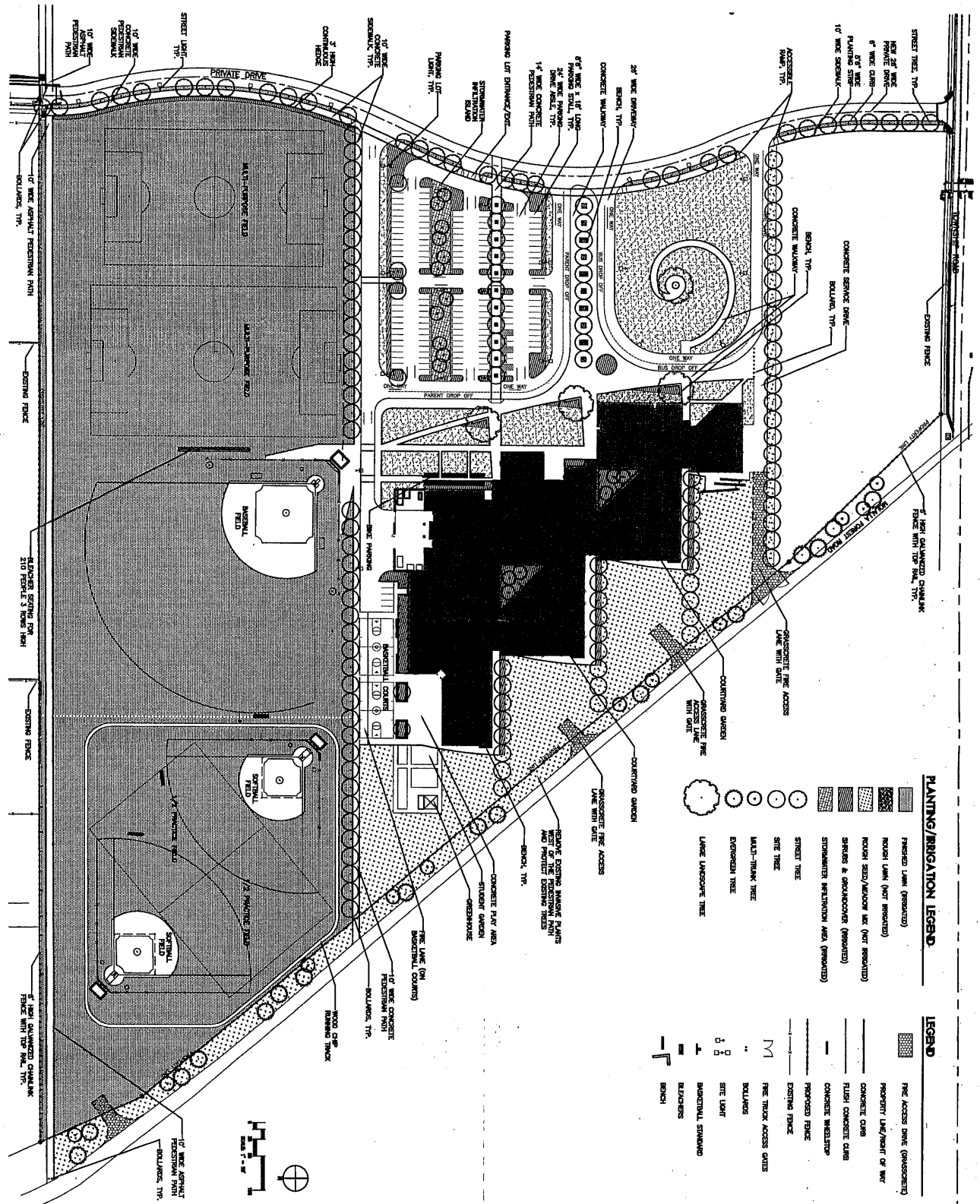
night flushing. The primary cooling source will be a screw compressor chiller with a cooling tower. Chilled water will be pumped to fan units with variable flow. As an alternate, ground loop heat pumps will be used as the cooling source.

- Space Conditioning Systems – Spaces will be heated, cooled and ventilated with several baseline methods, including perimeter radiant heat, constant and variable volume fan units. All fan systems can use up to 100% outside air for free cooling and CO2 monitoring

Electrical:

- Power Distribution – The building will be fed by two utility-owned pad-mounted transformers. One of these transformers will feed service distribution equipment rated at 480/277 volts, three phase. The other transformer will feed service distribution equipment rated at 208/120 volts.
- Emergency Power System – The emergency power source will be a diesel engine generator with a belly tank. The fuel tank will have about 8 hours of fuel capacity.
- Emergency power backup by generator will provide power to District-wide area network server equipment, freezers and coolers and other critical loads in the District kitchen, as well as life safety lighting and fire alarm in the building. Emergency lighting will extend through interior and building exterior egress pathways to the public way.
- Lighting System – The interior lighting system will consist of energy efficient luminaires located throughout the facility. These luminaires will be selected based on the application and use of the space. The exterior lighting system will use full cut-off type luminaires. The lamps for the exterior luminaires will be energy efficient metal halide lamps, fluorescent lamps or induction type lamps. To comply with LEED™ requirements, locations of exterior luminaires will be carefully placed to eliminate light trespass and light pollution.
- Lighting design will be based around LEED™ Silver goal, reducing lighting energy density to below-energy code requirements. Occupancy sensors and daylighting controls will be utilized to eliminate energy consumption by lighting in unoccupied areas and areas where daylighting is available.
- Lighting Control System – Automatic lighting controls will be used to control the interior and exterior lighting system. Components of the automatic lighting control system are occupancy sensors, time clocks, photocell sensors, bypass switches and lighting relay panels. These components will be put together to provide automatic controls for the lighting system to minimize the energy consumption of the building. Additionally, the automatic lighting control system will be designed to harness the maximum amount of natural lighting available by automatically turning off the artificial lighting in the daylighting zones when adequate natural lighting is available. This will reduce the energy use of the building and maintenance costs of the lighting system. In addition to the automatic lighting controls, manual lighting controls will be provided in each space so that the occupants can turn off the lighting system if not needed in their spaces. In large spaces, such as classrooms, there will be a minimum of two levels of lighting control.
- Egress Lighting System – The interior and exterior egress lighting system will be designed to comply with the International Building Code with Oregon amendments. In general, this requires that the path egress be illuminated to an average of one foot-candle when the building is occupied.
- Fire Alarm System – The fire alarm system will be designed and installed to comply with the International Fire Code with Oregon amendments. The fire alarm system will consist of manual pull stations, smoke detectors, heat detectors, audible annunciation devices, visual annunciation devices, control panel and remote annunciator.
- Power and telecommunications design in the classroom will use "untethered" laptop computers with wireless LAN capability to improve flexibility for classroom instruction while minimizing

energy consumption. Power design will feature a recharge station for laptops, while telecommunications design will use wireless LAN access points in each classroom to enable this approach.



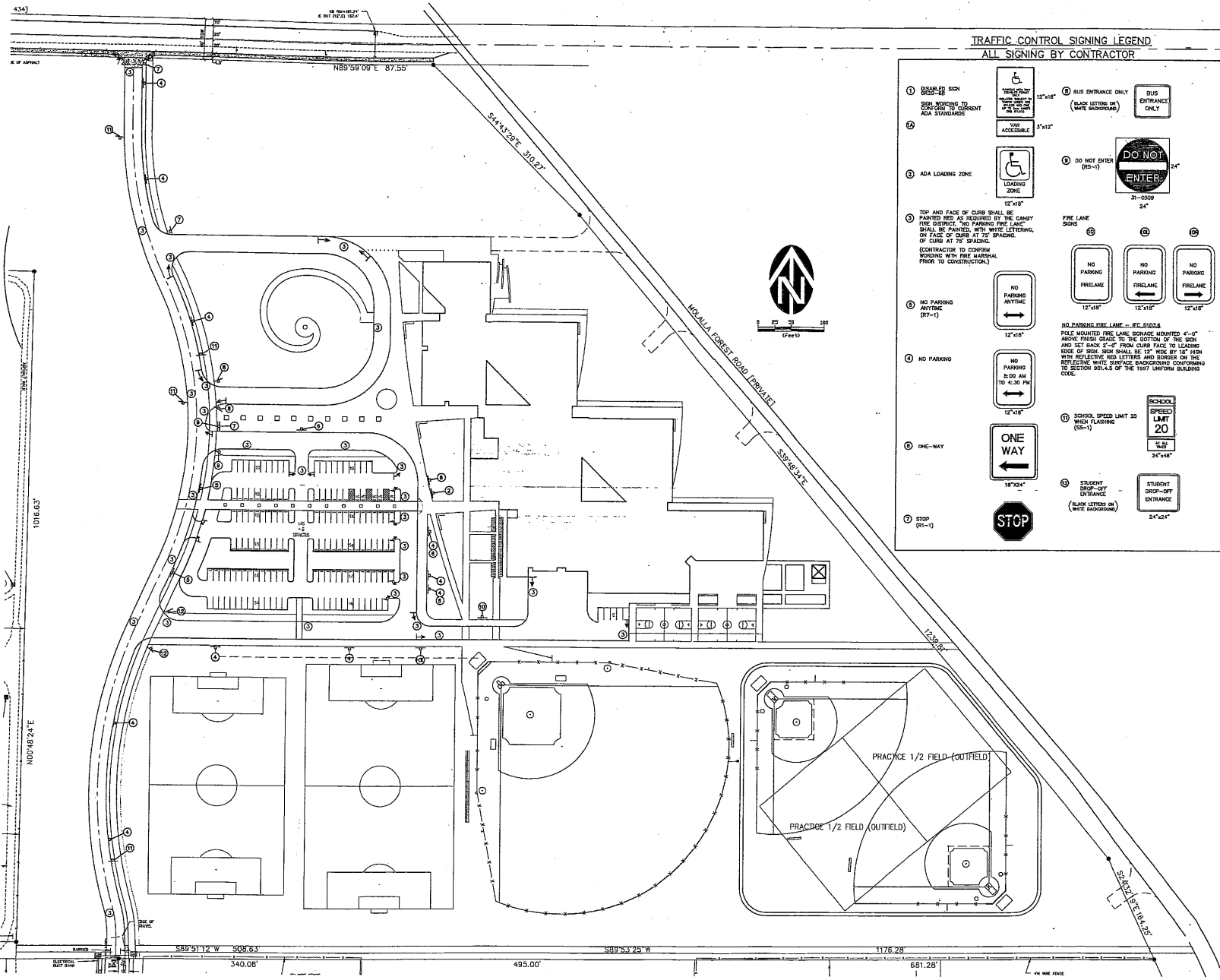
PLANNING/IRRIGATION LEGEND

- FRESHED LAWN (PROPOSED)
- FRESH LAWN (NOT PROPOSED)
- MOVED SEED/WEEDER MAT (NOT PROPOSED)
- STRIPS & GROUNDCOVER (PROPOSED)
- STORMWATER RETENTION AREA (PROPOSED)
- STREET TREE
- SITE TREE
- MULTI-TRUNK TREE
- EVERGREEN TREE
- LARGE LANDSCAPE TREE

LEGEND

- FIRE ACCESS DRIVE (CONCRETE)
- PROPERTY LANE/RIGHT OF WAY
- CONCRETE CURB
- FLUSH CONCRETE CURB
- CONCRETE WALKWAY
- PROPOSED FENCE
- EXISTING FENCE
- FIRE TRUCK ACCESS DRIVE
- BOLLARDS
- SITE LIGHT
- BASKETBALL STANDED BLEACHERS
- BENCH

<p>CONVENTIONAL LINE SITE REVIEW</p> <p>Date: _____ Drawn By: _____ Checked By: _____ December 20, 2004</p>	<p>boora</p> <p>boora landscape, inc. 10000 14th Street, Suite 100, Portland, OR 97201 Phone: 503.253.8888 Fax: 503.253.8889 Email: info@booralandscape.com</p>
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TRAFFIC CONTROL SIGNING LEGEND
ALL SIGNING BY CONTRACTOR

① DISABLED SIGN (R2-10)		⑩ BUS ENTRANCE ONLY (BLACK LETTERS ON WHITE BACKGROUND)	
② SIGN INDICATING TO TURN LEFT TO CURRENT ADA STANDARDS		⑪ BUS ENTRANCE ONLY (BUS ENTRANCE ONLY)	
③ ADA LOADING ZONE		⑫ DO NOT ENTER (R5-1)	
④ TOP AND FACE OF CURB SHALL BE PAINTED RED AS REQUIRED BY THE CANBY FIRE DEPT. "NO PARKING FIRE LANE" SHALL BE PAINTED WITH WHITE LETTERING, ON FACE OF CURB AT 72" SPACING. (CONTRACTOR TO CONFIRM WORKING WITH FIRE MARSHAL PRIOR TO CONSTRUCTION.)		⑬ FIRE LANE SIGNS	
⑤ NO PARKING ANYTIME (R7-1)		⑭ NO PARKING FIRE LANE - IFC-D104.6	
⑥ NO PARKING		⑮ FIRE MAINTAINED FIRE LANE SIGNS: MOUNTED 4'-0" ABOVE FINISH GRADE TO THE BOTTOM OF THE SIGN AND SET BACK 2'-0" FROM CURB FACE TO LEADING SIDE OF SIGN. SIGN SHALL BE 12" WIDE BY 18" HIGH WITH REFLECTIVE RED LETTERS AND BORDERS ON THE REFLECTIVE WHITE SURFACE BACKGROUND CONFORMING TO SECTION 504.04 OF THE 1997 UNIFORM BUILDING CODE.	
⑦ ONE-WAY		⑯ SCHOOL SPEED LIMIT 20 (SCHOOL SPEED LIMIT 20 WHEN FLASHING (R5-1))	
⑧ STOP (R1-1)		⑰ STUDENT DROP-OFF ENTRANCE (BLACK LETTERS ON WHITE BACKGROUND)	

boora

boora engineering, inc.
2801 E. Highway 101, Suite 100, Bend, OR 97701
Phone: 531.466.1111 Fax: 531.466.1112
www.booraeng.com

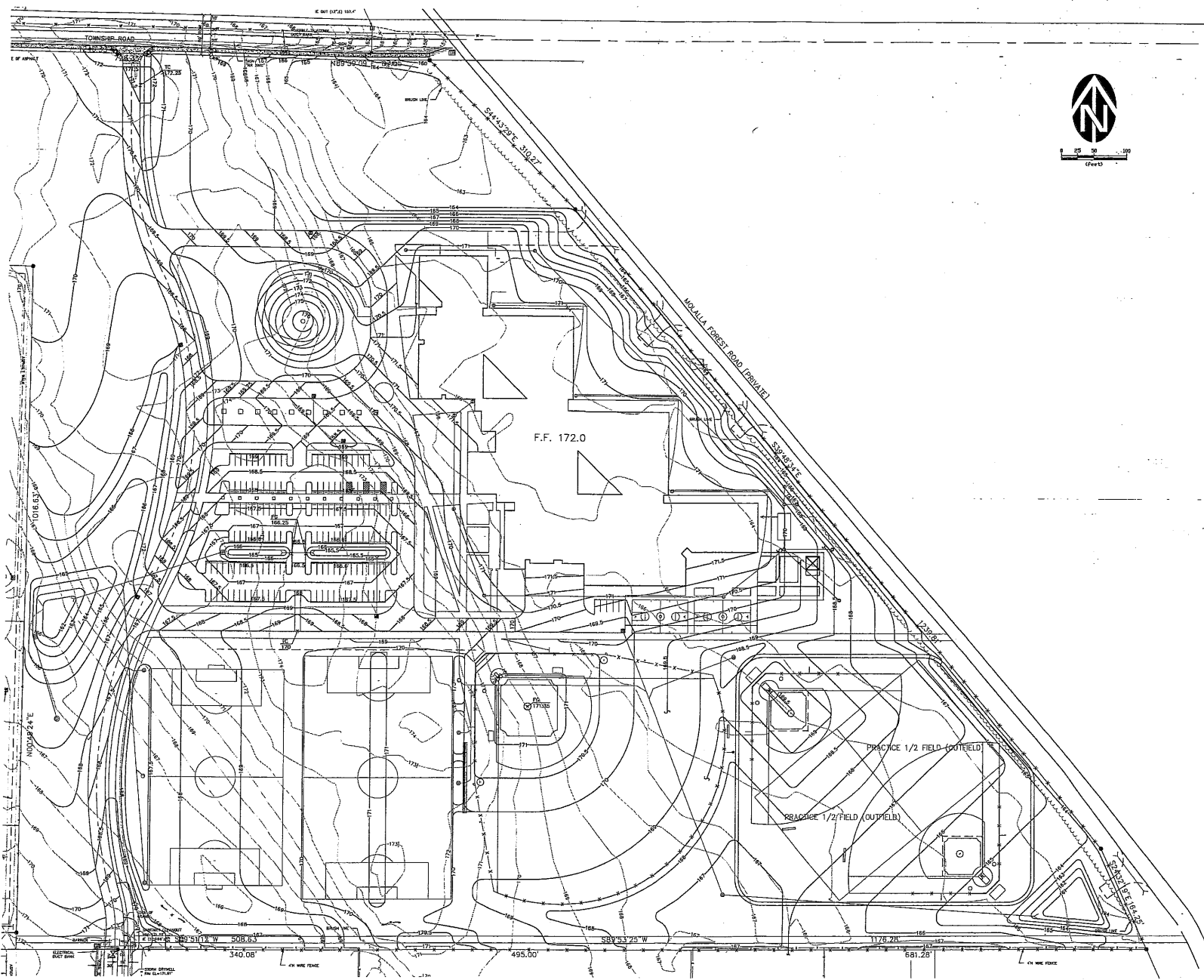
City of Middle School
Cindy Olson
02/20/04

REVIEW

CONDITIONAL USE
SITE REVIEW

WE
WHEELER ENGINEERING, INC.
CONSULTING ENGINEERS AND PLANNERS
2801 E. Highway 101, Suite 100, Bend, OR 97701
Phone: 531.466.1111 Fax: 531.466.1112
www.wheelereng.com

NUMBER	REVISION	DATE
SITE TRAFFIC CONTROL PLAN		
Scale		
Drawn By: LB		
Issued: December 20, 2004		
C150		



boora

boora architects, llc
 2700 W. 10th Street, Suite 200
 Oklahoma City, Oklahoma 73106
 Phone: (405) 521-1111
 Fax: (405) 521-1112
 Email: info@boora.com

Crabby Middle School
 Grading & Drainage
 12/20/04



CONDITIONAL USE
 SITE REVIEW

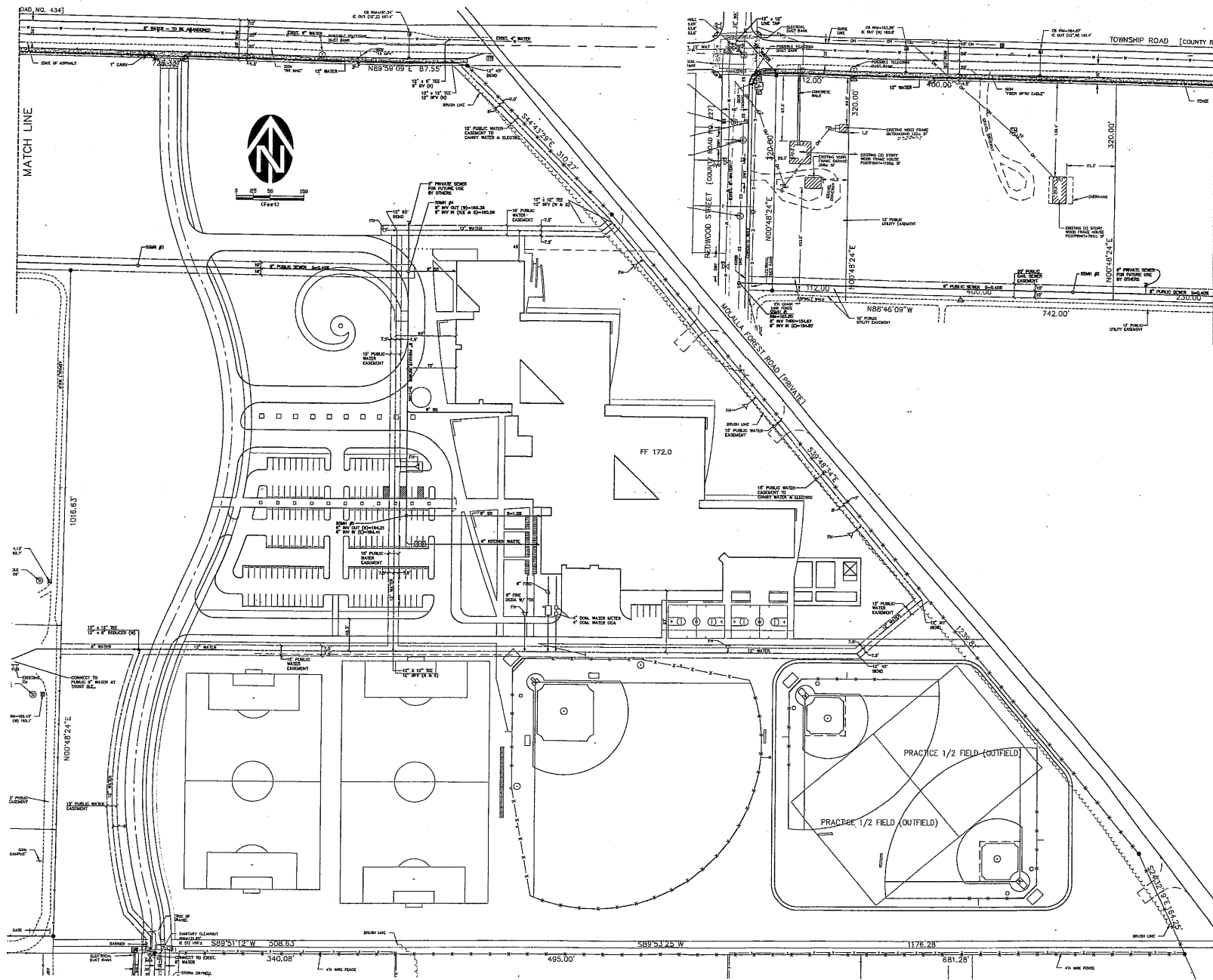
WE
 WATKINS ENGINEERING AND PLANNING
 2010 North Lincoln Blvd., Suite 1000, Tulsa, OK 74104
 Phone: (918) 438-1111
 Email: info@watkinseng.com

NUMBER	REVISION	DATE

**GRADING
 PLAN**

Scale
 Drawn By: LS
 Issued: December 20, 2004

C203



CONDITIONAL USE
SITE REVIEW



NUMBER	REVISION	DATE
SEWER AND WATER PLAN		
Scale		
Drawn By L8		
Issued December 20, 2004		
C210		

boora

Boora Architects, Inc.
7700 Old Washington Road, Suite 200, Potomac, MD 20854
Phone: 301.441.1000
Fax: 301.441.1001
www.boora.com

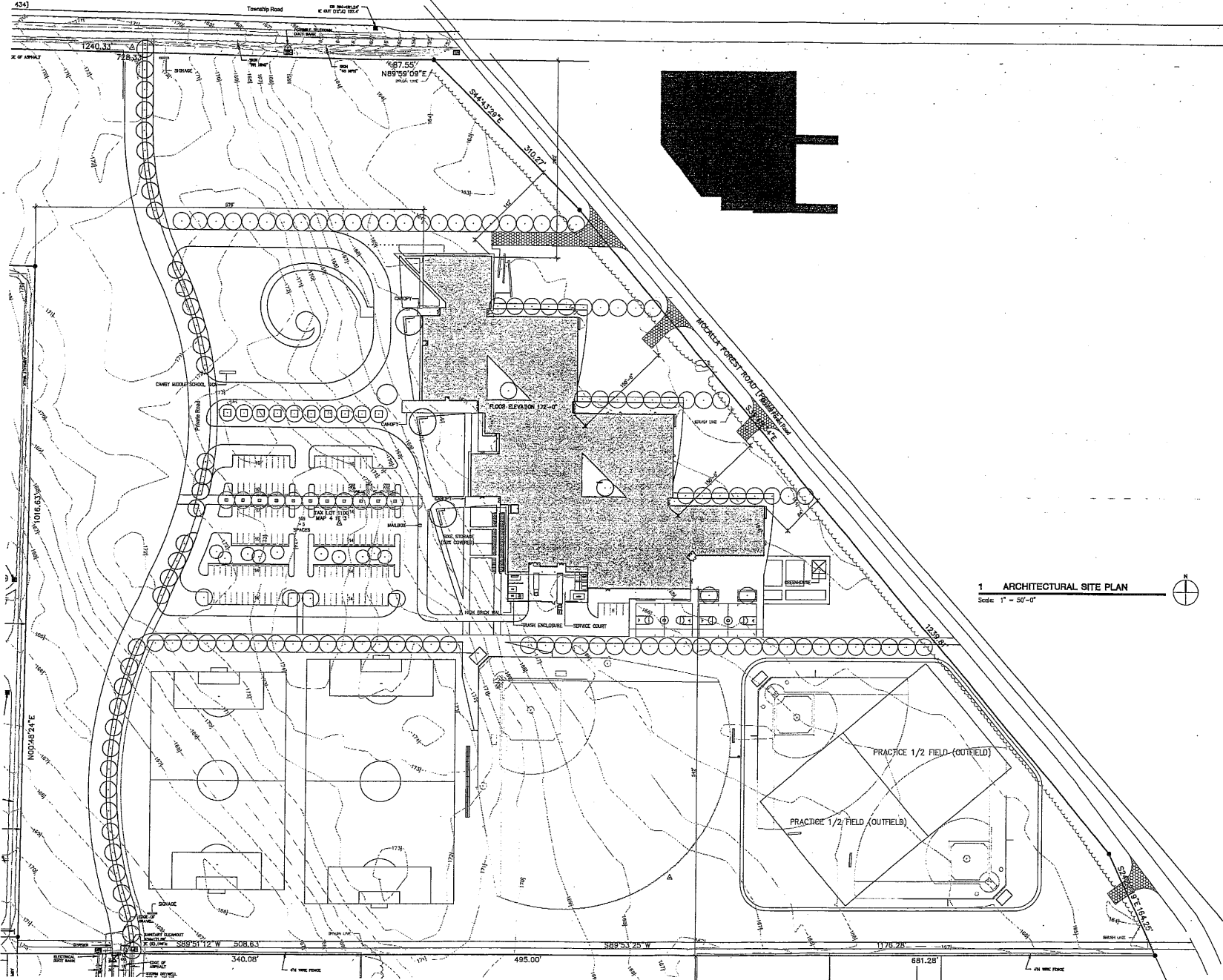
SCHEMATIC DESIGN

NUMBER	REVISION	DATE
1		

ARCHITECTURAL SITE PLAN

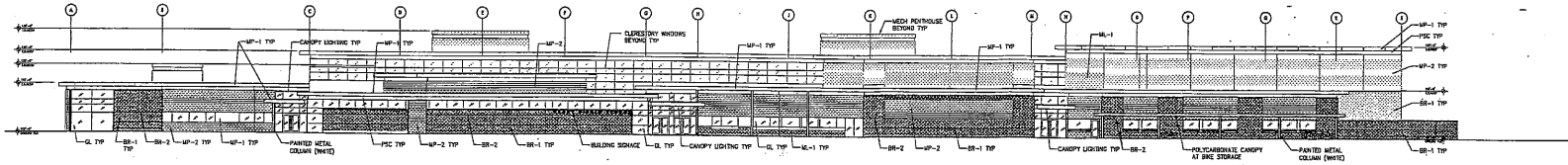
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 Drawn By: [Name]
 Issued: December 17, 2004

A1

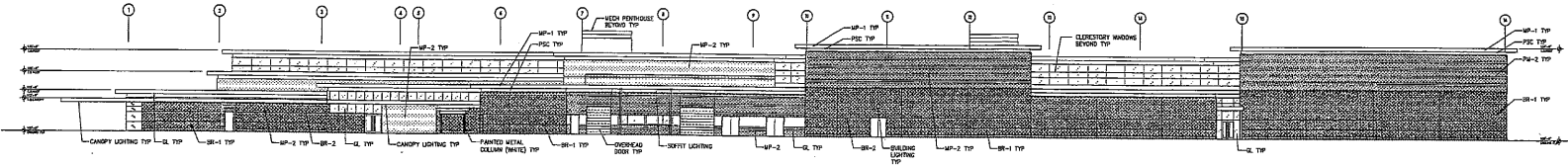


1 ARCHITECTURAL SITE PLAN
 Scale: 1" = 50'-0"

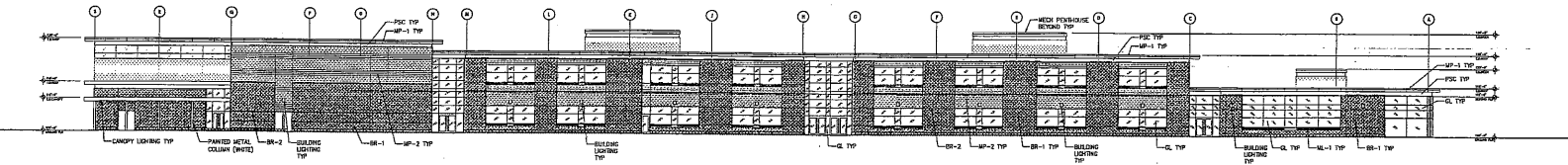
W:\PROJECTS\2004\Carby Middle School\Site Plan.dwg
 11/27/2004 1:02:55 PM J.P. Miller



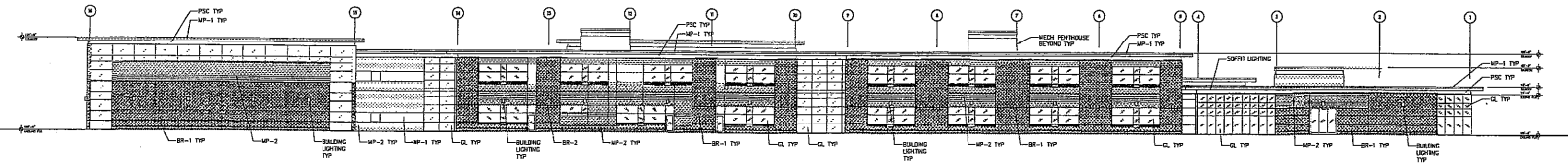
1 EXTERIOR ELEVATION - WEST (FRONT)
 Scale: 1/16"=1'-0"



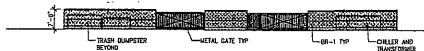
2 EXTERIOR ELEVATION - SOUTH
 Scale: 1/16"=1'-0"

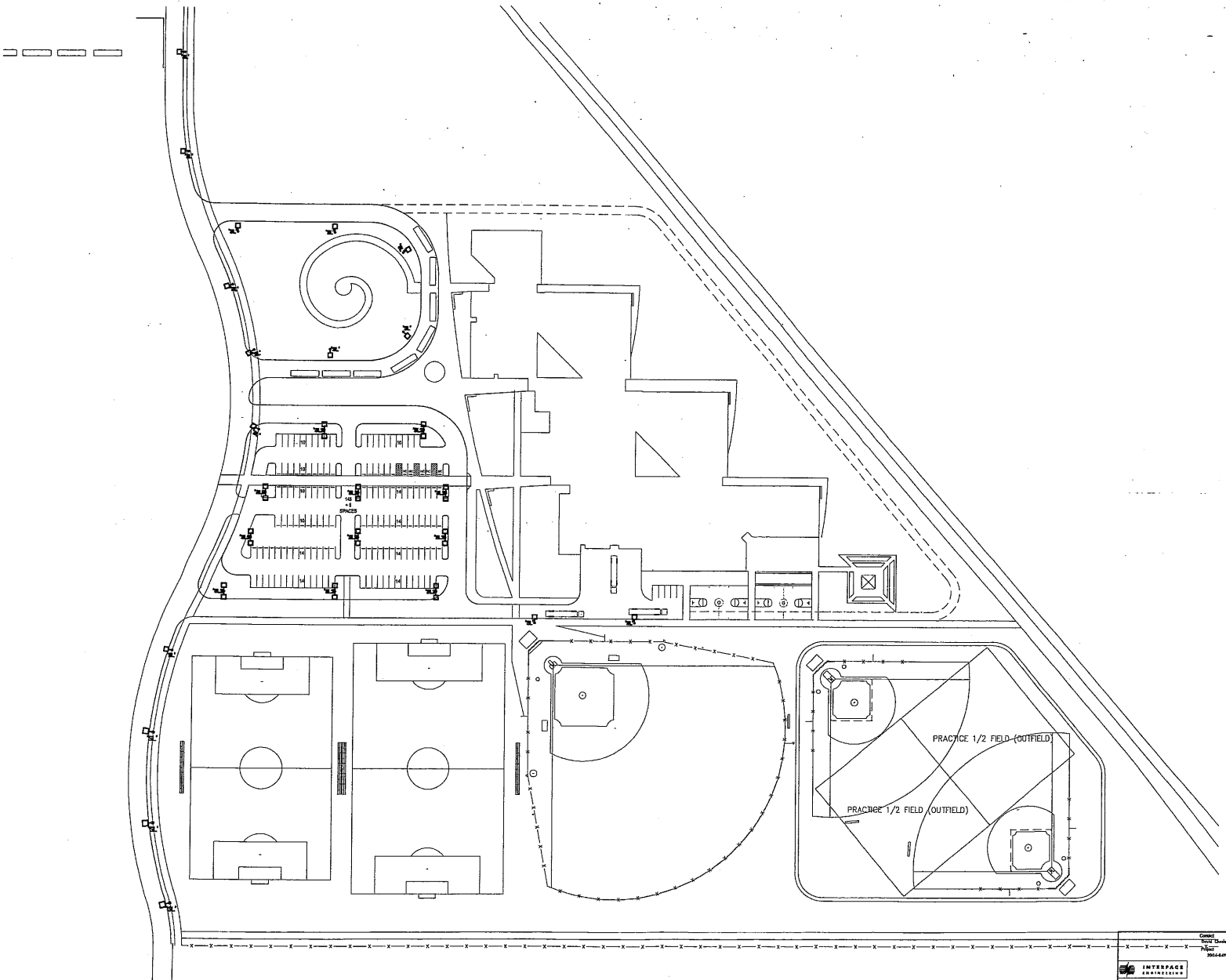


3 EXTERIOR ELEVATION - EAST
 Scale: 1/16"=1'-0"



4 EXTERIOR ELEVATION - NORTH
 Scale: 1/16"=1'-0"







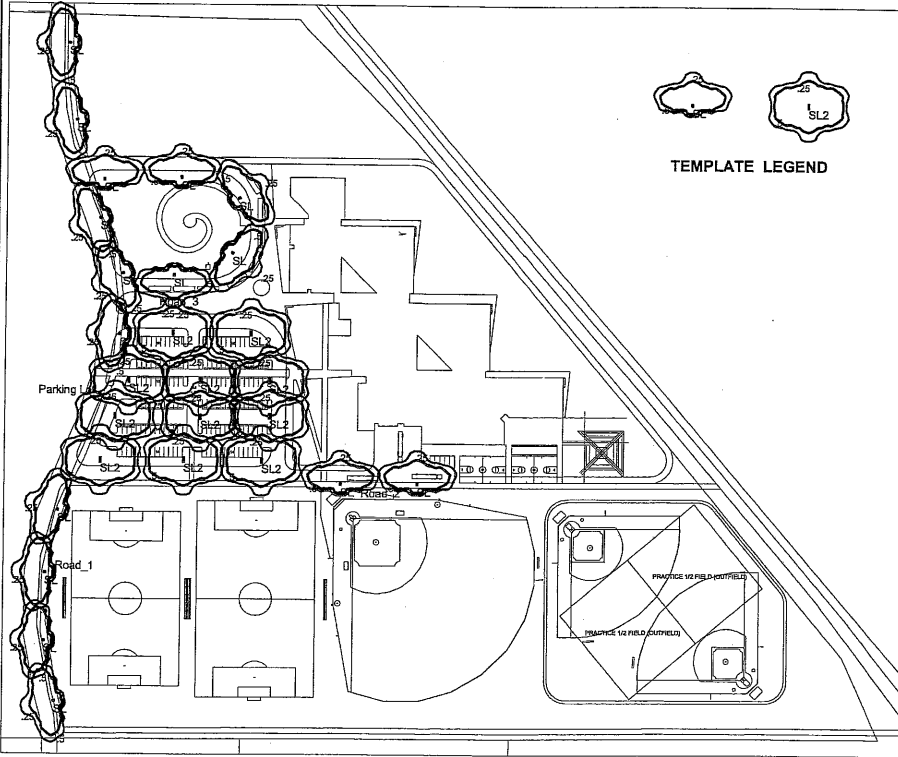
PLD 080822.dwg 02/13/00-04 @ 16:43 BY ZCHINEL PLD/13-00-04 @ 16:43

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 Drawn By: JIM
 Issue: December 03, 2004
E1.0

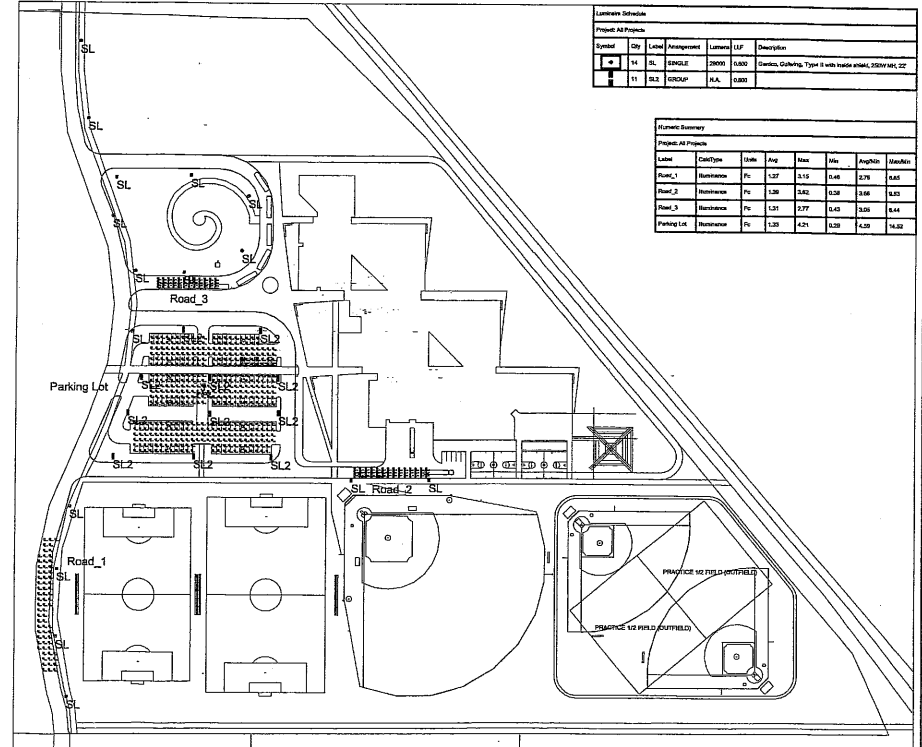
INTERSPACE
 ENGINEERING
 1000 W. 10TH ST., SUITE 100, DENVER, CO 80202
 303.733.1111 FAX 303.733.1112

 boora <small>Engineering & Architecture 1000 W. 10th St., Suite 100 Denver, CO 80202</small>	 JAMES L. BOORA LICENSE NO. 10000						
CONDITIONAL USE SITE REVIEW							
<table border="1"> <thead> <tr> <th>ISSUE</th> <th>REVISION</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		ISSUE	REVISION	DATE			
ISSUE	REVISION	DATE					
SITE PLAN - ELECTRICAL							
E1.0							

LIGHTING CALCULATION FOR SITE



TEMPLATE OF LIGHTING BEAM ON PAVEMENT



ILLUMINANCE VALUES [FC] ON PAVEMENT

Lumen Schedule						
Project: All Projects						
Symbol	Qty	Label	Mounting	Lumens	LF	Description
SL	14	SL	SINGLE	2800	0.00	Classic, GlobTop, Type 1 with trade shield, 150W/4ft, 27
SL2	11	SL2	RECUR	N.A.	0.00	

Fixture Summary						
Project: All Projects						
Label	Qty	ClassType	Units	Area	Min	Max
Beam_1	14	Recessed	FC	1.27	1.12	0.68
Beam_2	11	Recessed	FC	1.26	0.82	0.58
Beam_3	11	Recessed	FC	1.31	0.77	0.43
Parking Lot	11	Recessed	FC	1.23	0.21	0.23

	Scale: 1/4" = 1'-0" Drawn By: Issued: December 23, 2004
SITE PLAN - LIGHTING CALCULATION E1.0C	

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 3, 2005

- TO:**
- | | |
|---|--|
| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
| <input type="checkbox"/> PUBLIC WORKS | <input type="checkbox"/> CLACKAMAS COUNTY 911 |
| <input type="checkbox"/> CANBY ELECTRIC | <input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION |
| <input type="checkbox"/> CANBY WATER | <input type="checkbox"/> TRAFFIC SAFETY COMMITTEE |
| <input type="checkbox"/> WWTP | <input type="checkbox"/> CLACKAMAS COUNTY |
| <input type="checkbox"/> CITY ENGINEER | <input type="checkbox"/> CANBY SCHOOL DISTRICT |
| <input type="checkbox"/> CTA | <input type="checkbox"/> TRANSPORTATION ENGINEER |
| <input type="checkbox"/> NW NATURAL | <input type="checkbox"/> ODOT/REGION 1/DIST 2B |
| <input type="checkbox"/> WILLAMETTE BROADBAND | <input type="checkbox"/> STATE OF OREGON/REVENUE |
| <input type="checkbox"/> CANBY DISPOSAL | <input type="checkbox"/> CANBY BUSINESS REVITALIZATION |
| <input type="checkbox"/> CITY ATTORNEY | <input type="checkbox"/> BIKE AND PEDESTRIAN COMMITTEE |

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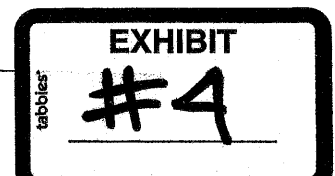
Comments or Proposed Conditions:

Please check one box and sign below:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through the development
- Conditions are needed, as indicated
- Adequate public services are not available and will not become available

Signature: *Ron Harbrough* **Date:** 2-15-05

Title: *Fire Marshal* **Agency:** *CFD #62*



**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 3, 2005

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| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
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Comments or Proposed Conditions:

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Signature: Ken Pagano **Date:** 2-16-05

Title: Chief **Agency:** Police

CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 3, 2005

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- | | |
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| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
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Please review the enclosed application and return comments to Darren Nichols by Wednesday, February 16, 2005. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

- Half street improvements on Township Road along the entire fringe.
- Provisions for disposal of storm drainage shall be in conformance with DEQ Guidelines.

Please check one box and sign below:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through the development
- Conditions are needed, as indicated
- Adequate public services are not available and will not become available

nature:

Alan Horvath

Date: February 11, 2005

Title:

Project Engineer

Agency:

Curran McLeod, Inc

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

(503) 266-9404

FAX 266-1574

DATE: February 3, 2005

- TO:
- FIRE
 - POLICE
 - PUBLIC WORKS
 - CANBY ELECTRIC
 - CANBY WATER
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 - CITY ENGINEER
 - CTA
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 - BIKE AND PEDESTRIAN COMMITTEE

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Comments or Proposed Conditions:

1) CONSTRUCT A 1/2 STREET IMPROVEMENTS WITH SIDEWALK & BIKE LANE ON THE SOUTH SIDE OF TOWNSHIP ROAD FROM REDWOOD STREET TO THE EASTERN SITE BOUNDARY.

2) EXTEND THE EXISTING PEDESTRIAN PATH SOUTH OF TROST ELEMENTARY SCHOOL ALONG THE SOUTH SITE FRONTAGE TO MOLALLA FOREST ROAD.

Please check one box and sign below:

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Signature: _____

Date: 2/11/05

Title: ENGINEERING TECHNICIAN Agency: LANCASTER ENGINEERING

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

[503] 266-9404 FAX 266-1574

P.O. Box 930, Canby, OR 97013

DATE: February 3, 2005

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Please review the enclosed application and return comments to **Darren Nichols** by **Wednesday, February 16, 2005**. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

ADDITIONAL VALVES & FITTINGS REQUIRED ON 12" LINE
@ MOST INTERSECTIONS

C-210

Please check one box and sign below:

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- Conditions are needed, as indicated
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Signature: *Patricia [Signature]* Date: 2/10/05

Title: Water Dept. Foreman Agency: Canby Utility

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 3, 2005

- TO:**
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| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
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Please review the enclosed application and return comments to **Darren Nichols** by **Wednesday, February 16, 2005**. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

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Signature: Darwin Tramel **Date:** 2/10/05

Title: Supervisor **Agency:** WWTP

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 3, 2005

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| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
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Comments or Proposed Conditions:

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Signature: Brian Van Smaalenburg Date: 2-11-05

Title: District Engineer Agency: NW Natural

CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: January 24, 2005

- TO:
- | | |
|---|--|
| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
| <input type="checkbox"/> PUBLIC WORKS | <input type="checkbox"/> CLACKAMAS COUNTY 911 |
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Please review the enclosed application and site map and return comments to Darren Nichols by Monday, February 14, 2005. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

1. Very concerned about more traffic using S Township & Skelwood. This corner will be maintained, this area closely.
2. The S Redwood St. & Traskwood St areas are also a concern re: an increase in traffic.

Please check one box and sign below:

- Adequate Public Services (of your agency) are available
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Signature: Marlene Elmore Date: 2-11-05

Title: Chairman Agency: Traffic Safety Comm

CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 3, 2005

- TO:
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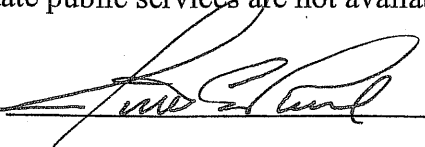
Comments or Proposed Conditions:

REQUESTING A LEGEND OF SCHOOLS LAYOUT NEAR FRONT ENTRANCE FOR EMERGENCY RESPONDERS. ANY PAYPHONES AS WELL AS HARDLINE PHONES FROM THE SCHOOL NEED TO BE LISTING SCHOOLS NAME & LOCATION ON CAMPUS RATHER THAN GENERIC "CANBY SCHOOL DISTRICT" TO ASSIST EMERGENCY RESPONDERS IN LOCATING TELEPHONES SHOULD A CALL BE PLACED WITHOUT VERBAL CONFIRMATION FROM THE LOCATION.

Please check one box and sign below:

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Signature:



Date: 10 FEBRUARY 2005

Title: EMERGENCY COMM. DATA SPECIALIST

Agency: CLACKAMAS 911

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 3, 2005

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| <input type="checkbox"/> CANBY WATER | <input type="checkbox"/> TRAFFIC SAFETY COMMITTEE |
| <input type="checkbox"/> WWTP | <input type="checkbox"/> CLACKAMAS COUNTY |
| <input type="checkbox"/> CITY ENGINEER | <input type="checkbox"/> CANBY SCHOOL DISTRICT |
| <input checked="" type="checkbox"/> CTA | <input type="checkbox"/> TRANSPORTATION ENGINEER |
| <input type="checkbox"/> NW NATURAL | <input type="checkbox"/> ODOT/REGION 1/DIST 2B |
| <input type="checkbox"/> WILLAMETTE BROADBAND | <input type="checkbox"/> STATE OF OREGON/REVENUE |
| <input type="checkbox"/> CANBY DISPOSAL | <input type="checkbox"/> CANBY BUSINESS REVITALIZATION |
| <input type="checkbox"/> CITY ATTORNEY | <input type="checkbox"/> BIKE AND PEDESTRIAN COMMITTEE |

The City has received DR 04-09 / CUP 05-01 (Canby Middle School), an application by BOORA Architects, Inc. to construct a new middle school on 37 acres along the south side SE Township Road. The site is located to the east of Trost Elementary School (Tax Map 4-1E 03, Tax Lot 1100).

Please review the enclosed application and return comments to Darren Nichols by Wednesday, February 16, 2005. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

CTA WILL PROVIDE SERVICE AS REQUIRED.

Please check one box and sign below:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through the development
- Conditions are needed, as indicated
- Adequate public services are not available and will not become available

Signature: [Signature] Date: 2-9-05

Title: ASSOCIATE Agency: CTA

CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: January 24, 2005

- TO:
- | | |
|---|---|
| <input type="checkbox"/> FIRE | <input type="checkbox"/> CANBY POST OFFICE |
| <input type="checkbox"/> POLICE | <input type="checkbox"/> CLACKAMAS COUNTY ASSESSOR |
| <input type="checkbox"/> PUBLIC WORKS | <input type="checkbox"/> CLACKAMAS COUNTY 911 |
| <input type="checkbox"/> CANBY ELECTRIC | <input type="checkbox"/> CLACKAMAS COUNTY TRANSPORTATION |
| <input type="checkbox"/> CANBY WATER | <input type="checkbox"/> TRAFFIC SAFETY COMMITTEE |
| <input type="checkbox"/> WWTP | <input type="checkbox"/> CLACKAMAS COUNTY |
| <input type="checkbox"/> CITY ENGINEER | <input type="checkbox"/> CANBY SCHOOL DISTRICT |
| <input type="checkbox"/> CTA | <input type="checkbox"/> TRANSPORTATION ENGINEER |
| <input type="checkbox"/> NW NATURAL | <input type="checkbox"/> ODOT/REGION 1/DIST 2B |
| <input type="checkbox"/> WILLAMETTE BROADBAND | <input type="checkbox"/> STATE OF OREGON/REVENUE |
| <input type="checkbox"/> CANBY DISPOSAL | <input type="checkbox"/> CANBY BUSINESS REVITALIZATION |
| <input type="checkbox"/> CITY ATTORNEY | <input checked="" type="checkbox"/> BIKE AND PEDESTRIAN COMMITTEE |

The City has received DR 04-09 (Canby Middle School), an application by Boora Architects to construct a new middle school on 37 acres along the south side SE Township Road. The site is located to the east of Trost Elementary School (Tax Map 4-1E 03, Tax Lot 1100).

Please review the enclosed application and site map and return comments to Darren Nichols by Monday, February 14, 2005. Please indicate any conditions of approval you wish the Commission to consider. Thank you.

Comments or Proposed Conditions:

- 1) Sidewalk and Bicycle Lane (6 foot) be done on Township Rd.
- 2) Pedestrian ramp (ADA quality) and bicycle connection ^{if logging Road} as close to Township Rd as possible.
- 3) Crosswalk across Township between school drive and logging Rd. to accommodate multi-use and directional flow of pedestrians and bicycles on Township.

Please check one box and sign below:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through the development
- Conditions are needed, as indicated
- Adequate public services are not available and will not become available

SEE page 2

Signature: Robi Kurth 266-1385 Date: 2/2/05

Title: Chairperson Agency: Bicycle + Pedestrian Advisory Cmtee.

Comments + Conditions (cont):

- 4) Three additional ADA quality access connections with logging Rd. along east side of school.
(See map)
- 5) Plant as many trees as possible along east side of school along logging Rd. to provide shade for pedestrians.
- 6) Locate 4-5 benches along logging Rd.
- 7) Provide a multi-use path on west side of driveway (for pedestrians + bicycles) w/ a safe crosswalk by school driveway entrance. Crosswalk should have curb cuts and connect directly to bicycle parking
- 8) Lower speed limit on Township by logging Rd. and school driveway (20 mph). Otherwise visibility is a problem given the hill and dip under logging Rd. bridge.
- 9) Encourage city of Canby to also build a connection to logging Rd from Township on the North side of Township. Especially if a crosswalk across Township is not possible or safe if located cross to logging Rd. bridge. This will accommodate pedestrians and bicyclists traveling on north side of Township who want to access the school of logging Rd.
- 10) Recommend no security fence along school + logging Rd. b/c of emergency access needs and b/c a fence would require more \$ and maintenance - spraying of weeds around fence.

11) Recommend at least 4 bicycle spaces/classroom
 $4 \times (12) = 50$ spaces

- about 50 bicycle rack spaces
- 25 covered spaces (50% of 50)
- Use staple racks (cheapest + most efficient)

12) Ensure that water run-off / drainage of roof does not come down onto bicycle parking area.

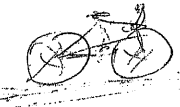
13) Make sure adequate space is provided around staple racks.

see www.apbp.org or other guidelines,
(see attached memo)

Darren Nichols

Thu, Jan 27, 2005 3:26 PM

From: Geller, Roger <Roger.Geller@pdxtrans.org>
To: "robikelly@earthlink.net" <robikelly@earthlink.net>
Date: Tuesday, November 16, 2004 4:08 PM
Subject: bike parking/racks



* * * * *

Robi,

here is alist of manufacturers, as well as specs for our staple racks. Also are links to manufacturer's/distributor's web sites, as well as a link to APBP's web site (Association of Pedestrian and Bicycle Professionals). They developed a booklet for bike parking guidelines. Hope this is helpful.

- > <http://www.cora.com/>
- > <http://www.creativepipe.com/>
- > <http://www.timberform.com/bicycle.cfm>
- > <http://www.cycle-safe.com/Home.html>
- > <http://www.dero.com/>
- > <http://www.dobradesign.com/>
- > <http://www.ameribike.com/>
- > <http://www.bikerack.com/index2.htm>
- <http://www.apbp.org/>

> <<rack manufacturers.pdf>> <<3-52_hitching_post_bike_rack std drawing.pdf>>

Roger Geller
Bicycle Coordinator

City of Portland Office of Transportation
1120 SW 5th Avenue, Room 800
Portland, OR 97204

voice: (503) 823-7671
fax: (503) 823-7609
TDD: (503) 823-6868

email: roger.geller@pdxtrans.org
web: <http://www.portlandtransportation.org/bicycles/default.htm>

Handwritten notes:
I've added
the bike rack
to the website

CANBY MIDDLE SCHOOL

- Overall site master plan

ISSUES NOTED AT LAST MEETING:

1. Improved fire and police access around the site.
2. Lighting at Molalla Forest Road for security.
3. Elimination of east-west pedestrian path at south property line.
4. (Dis)connection of vehicular access to Teakwood.
5. Additional parking for special events and sports.

Master Plan

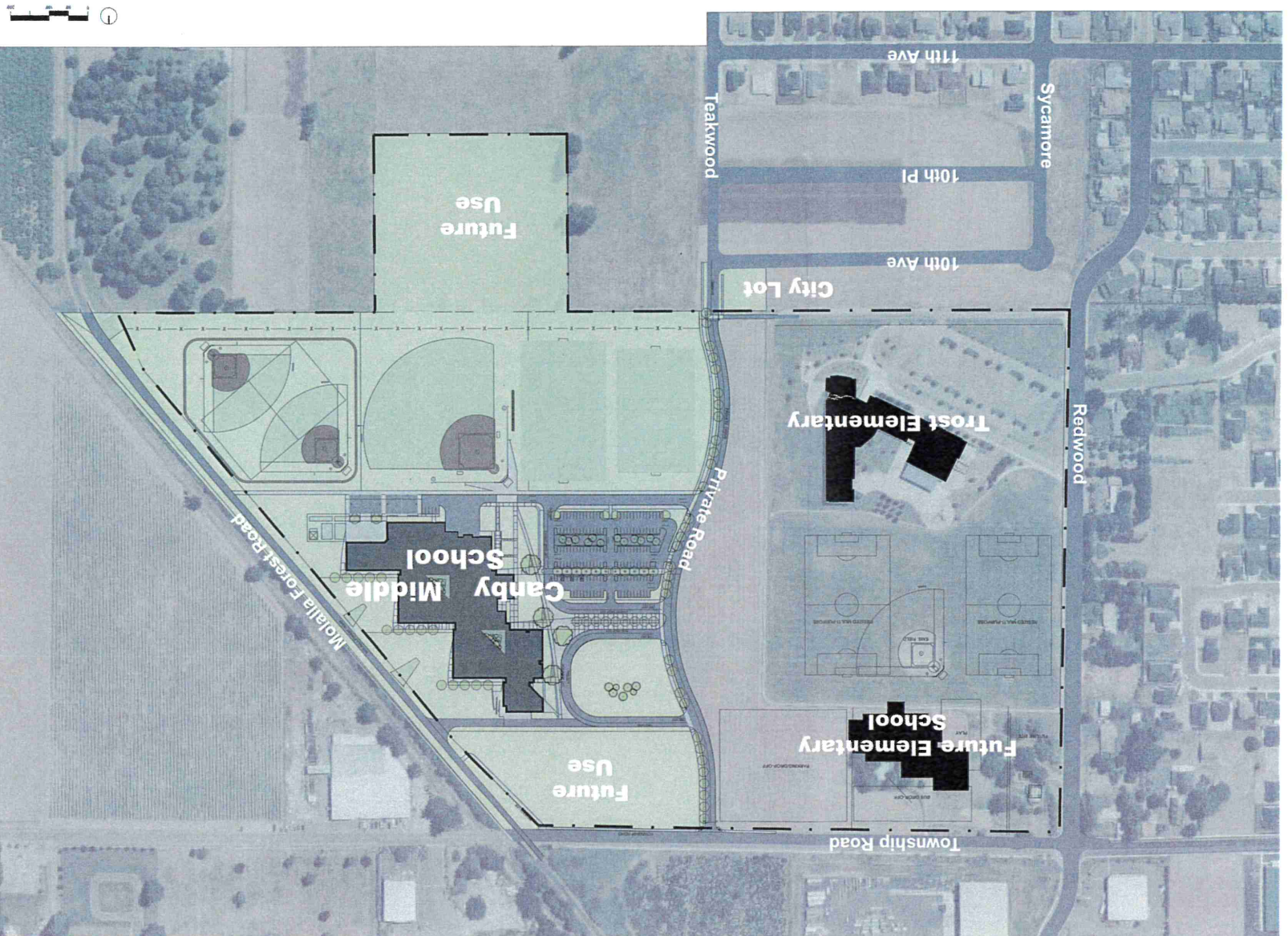
canby middle school
canby, oregon

design review discussion

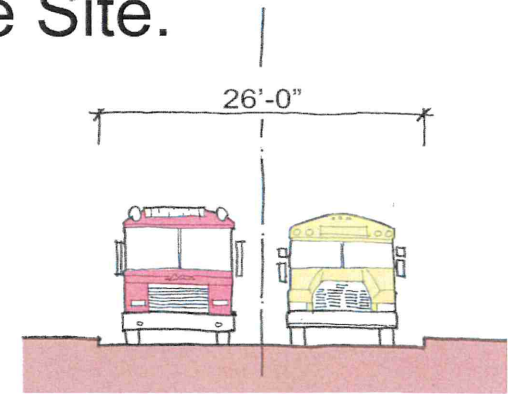
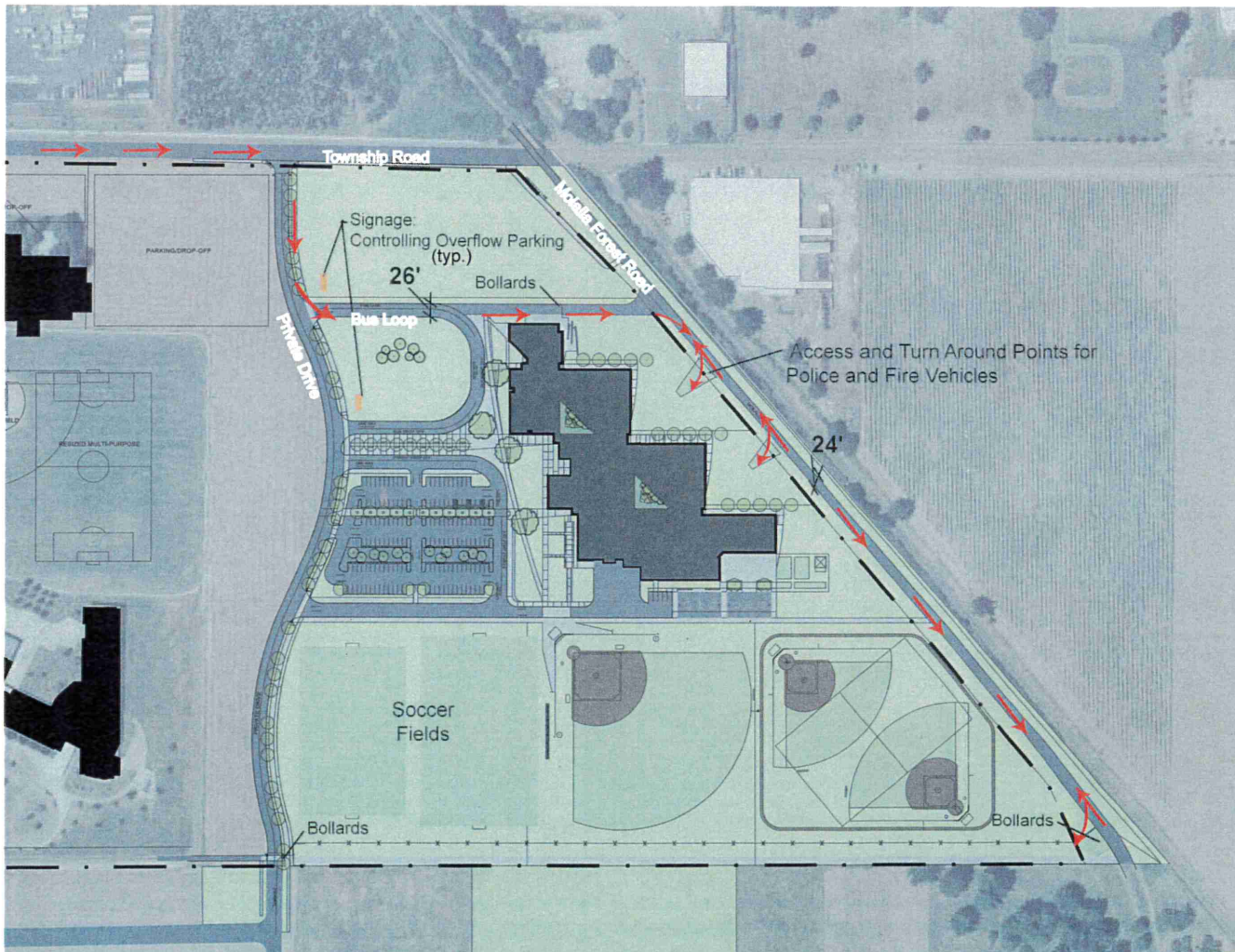
not to scale

14 March 2005

boora



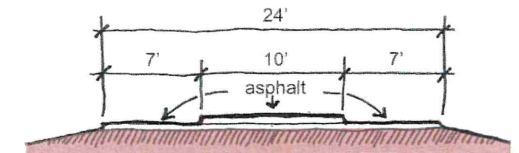
1. Improved Fire and Police Access Around the Site.



Section at Bus Loop

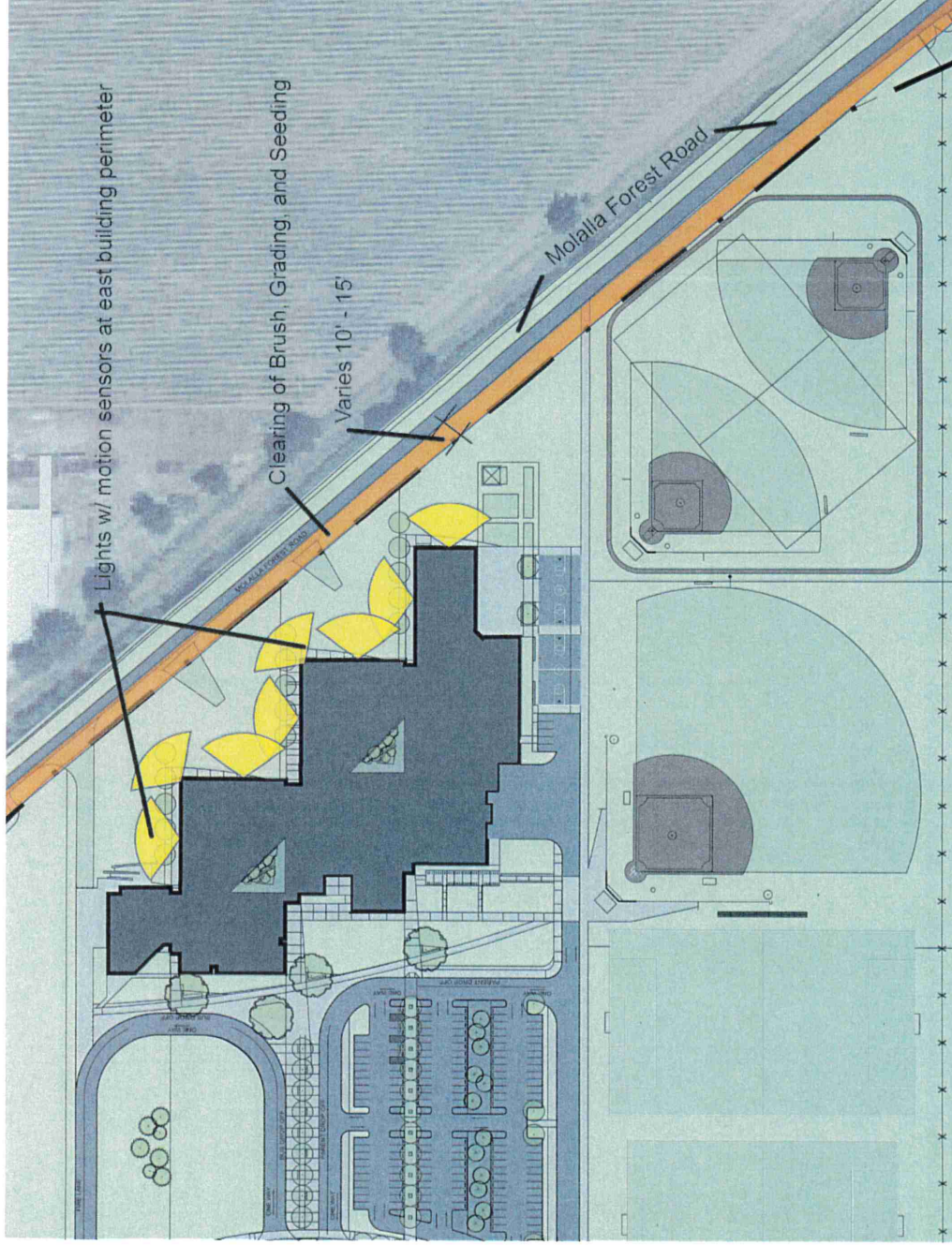


Molalla Forest Road



Section thru Molalla Forest Road

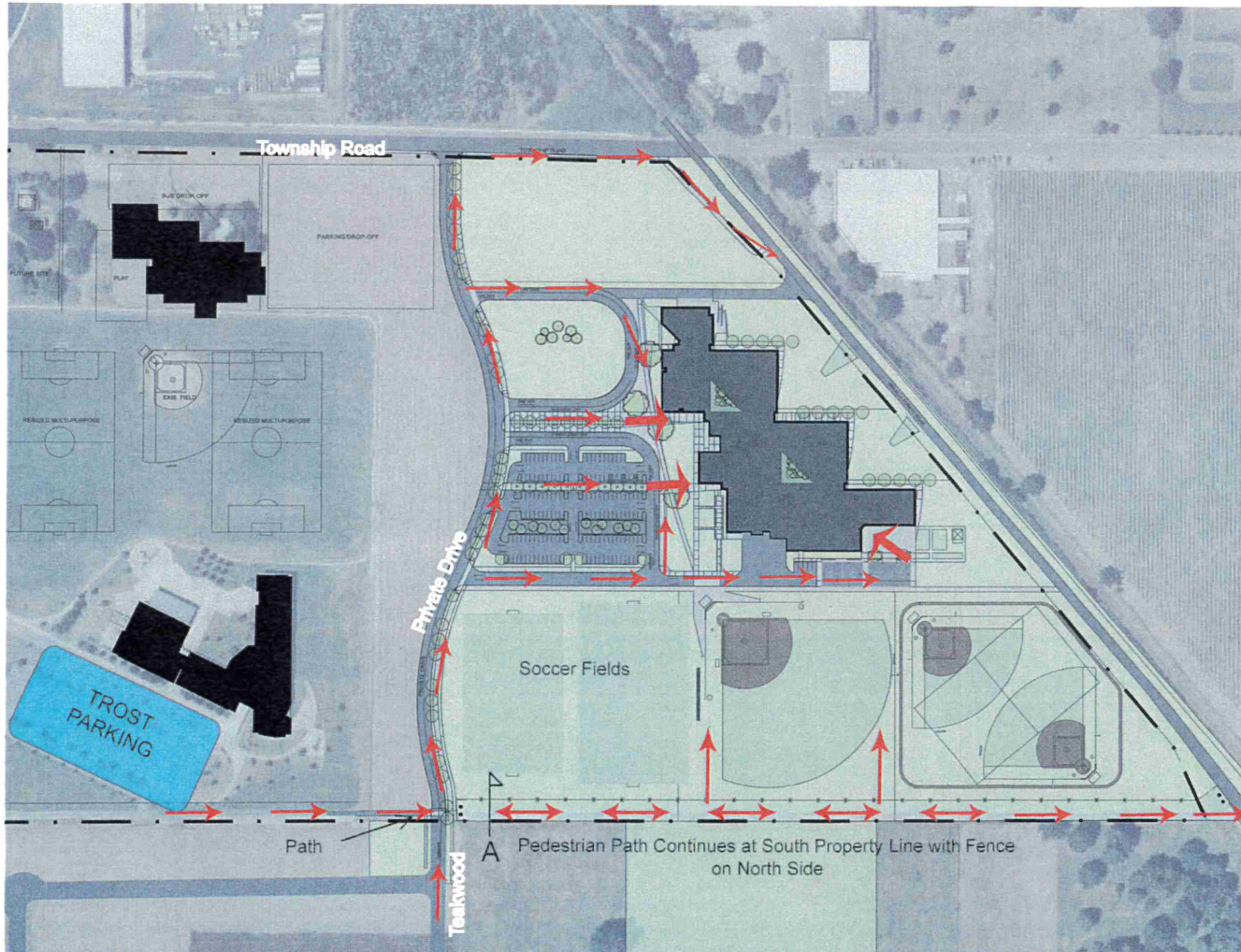
2. Lighting at Molalla Forest Road for Security.



Site Improvements at Eastern Property Line:

- Approx. 15' wide area btwn. property line and Molalla Forest Road to facilitate visibility, safety and supervision.
- Lighting w/ motion sensors on east side of building complies with code.
- Campus will be in "black out" condition after hours.
- Lighting of Molalla Forest Road is not part of Bond or Scope of Work.

3. Elimination of Pedestrian Path at South Property Line.

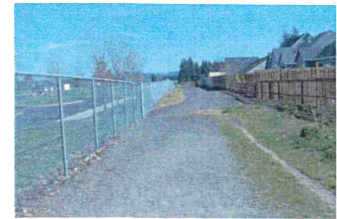


Sidewalk Location on East Side of Private Drive:

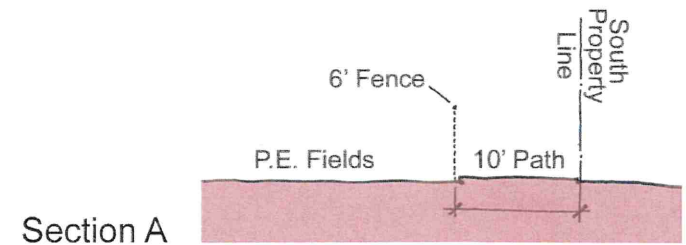
- Improves safety for students, especially during overflow parking.



Trost fire access

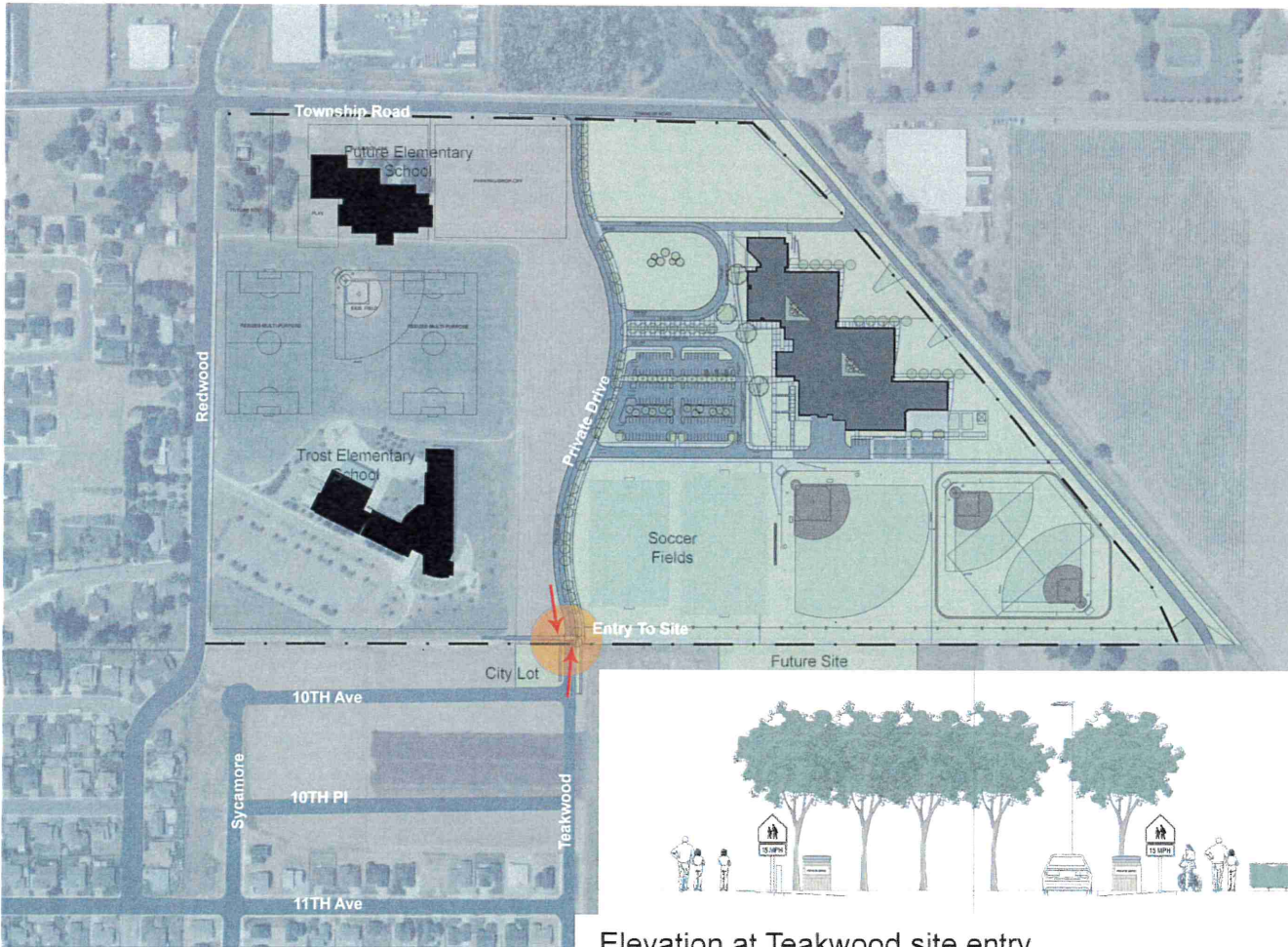


Trost gravel path



Section A

4. (Dis)Connection of Vehicular Access to Teakwood.



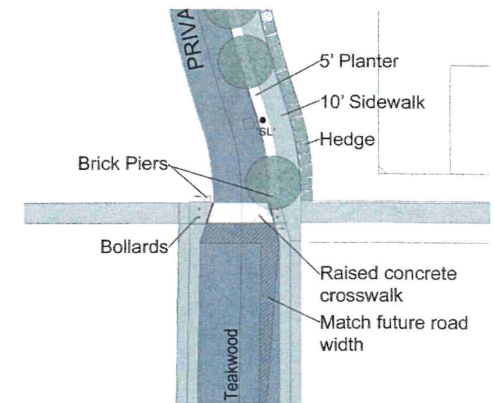
Elevation at Teakwood site entry

Connection to Teakwood:

- Follows City Master Plan
- Fire and Police Access from 2 Sides
- Logical Access to Site
- Even Distribution of Traffic

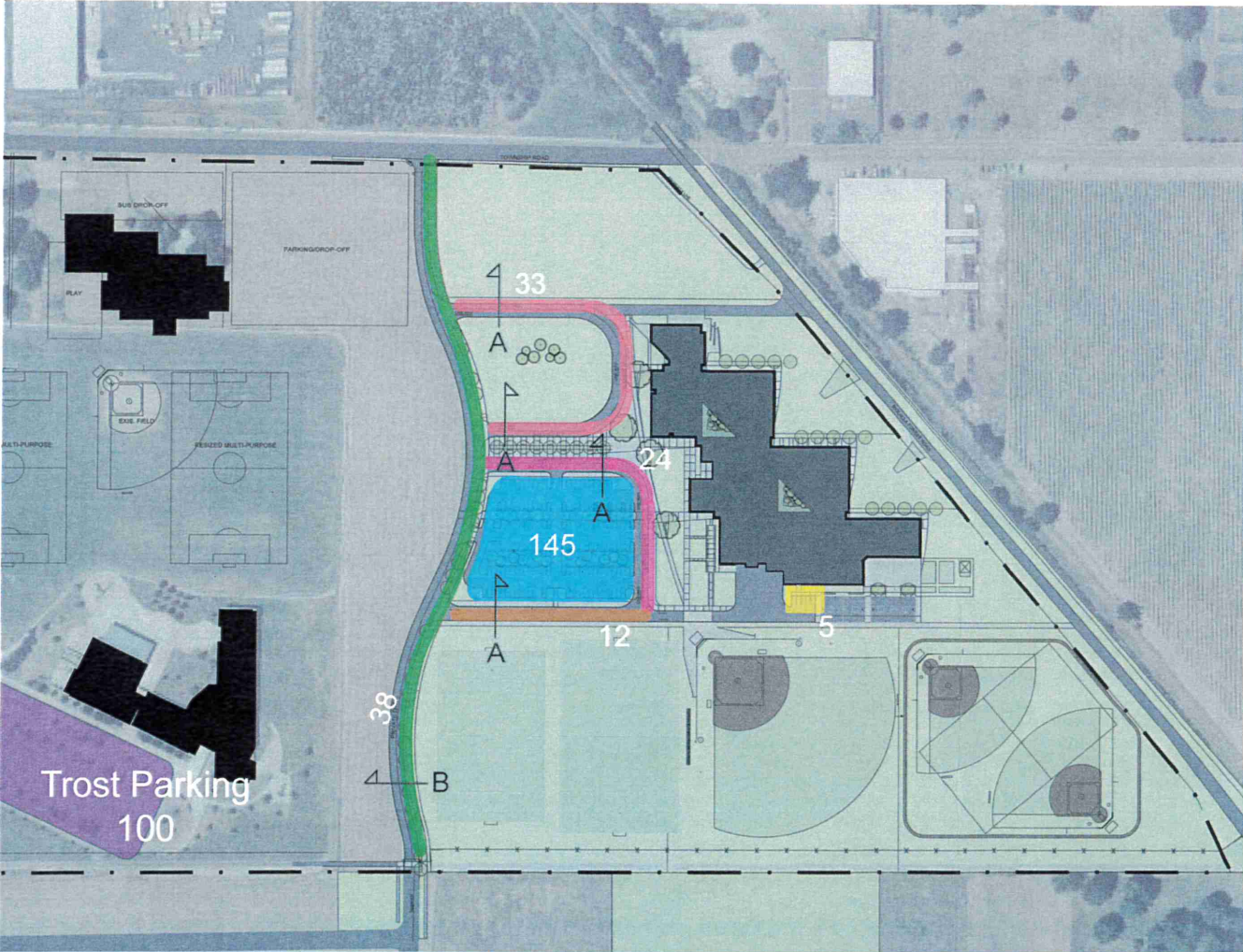
Design Solution:

- Emphasis on Private Drive
- Signage and Speed Limits (Traffic Calming)
- Raised Grade and Concrete Crosswalk
- No Gate Per City and Fire Marshal



Plan at Teakwood site entry

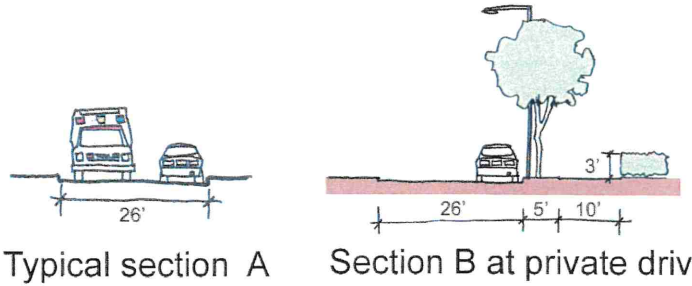
5. Existing Parking Summary



Parking Summary

Main parking Lot	145
Parking near basketball courts	5
Signed parallel parking on private drive	38
Signed parallel parking on entry driveway	12
Signed parallel parking on parent drop-off	24
Signed parallel parking on bus drop-off	33
Total on Site	257
Trost off Site	100
TOTAL	357

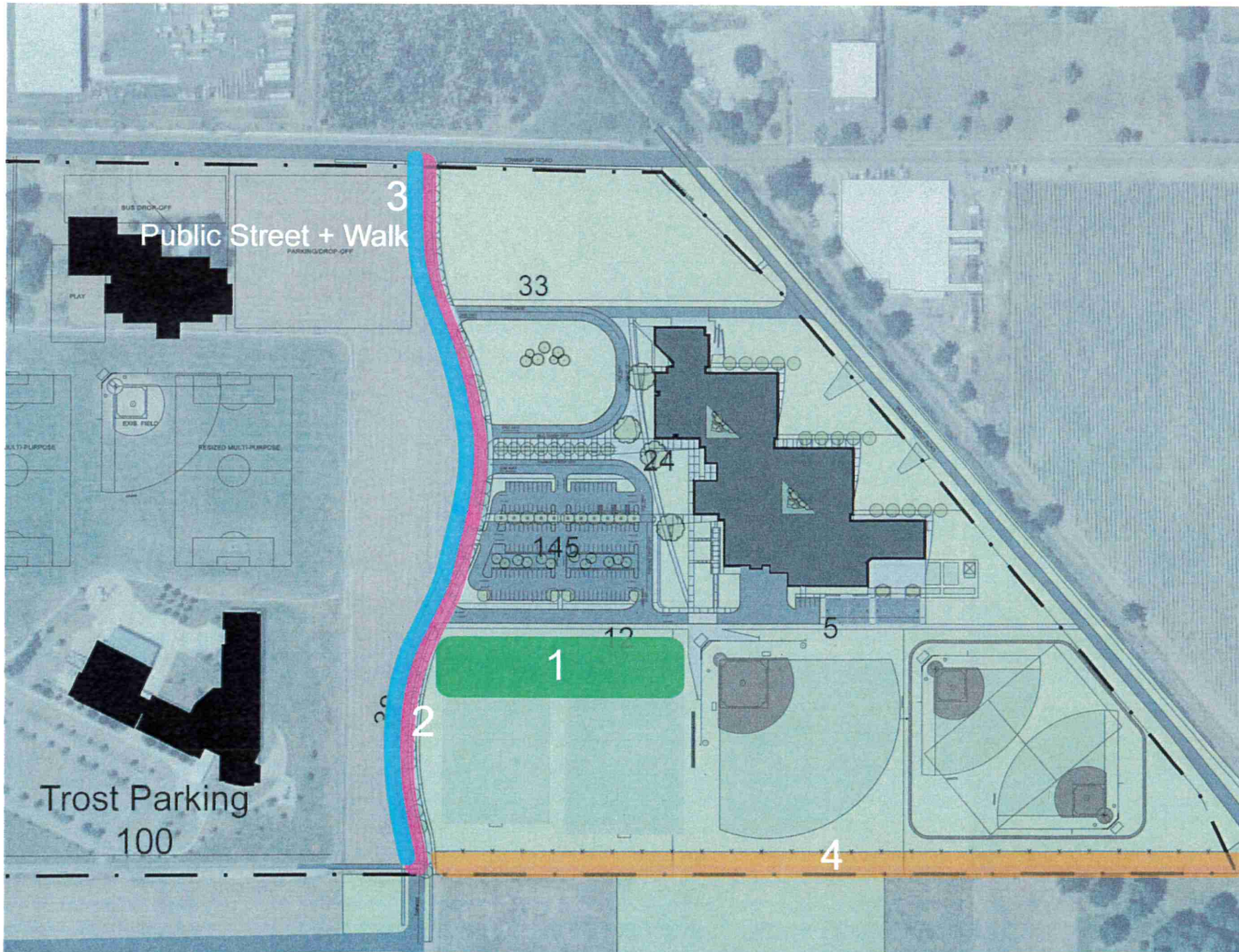
Sections at Signed Parallel Parking



5. Special School Events (Parking Requirements)

	Frequency	Staff	Attendance	Total Parking
Regular School Events				
Band concerts – 6-8th grades	1-3 (night)	3-5	130-180	185
Choir concerts – 6-8th grades	1-3 (night)	3-5	100-150	155
Drama productions – 6-8th grades	2 (3 performances at night, 1 matinee)	10-20	150-200 per show	220
Open House/Back-to-school night	2 (fall/spring) – 2 hrs	40	30% attendance rate	280
Parent-teacher conferences	3 (night) – 5 hrs	40	30% attendance rate	250 max.
Special Events				
Honor roll celebrations	2 (night)	30-40	100-120	160
Monthly student recognition programs	9 (day)	30-40	40-50	90
Eighth grade promotion ceremony	Once/year, day or night	15	250	265
Special Sports Events				
Information / Mat Madeira				
Fields	60 games / year on average Always after school	5	85/field	3 fields = 255
Available Parking with Trost (100)				357

5. Additional Parking Options



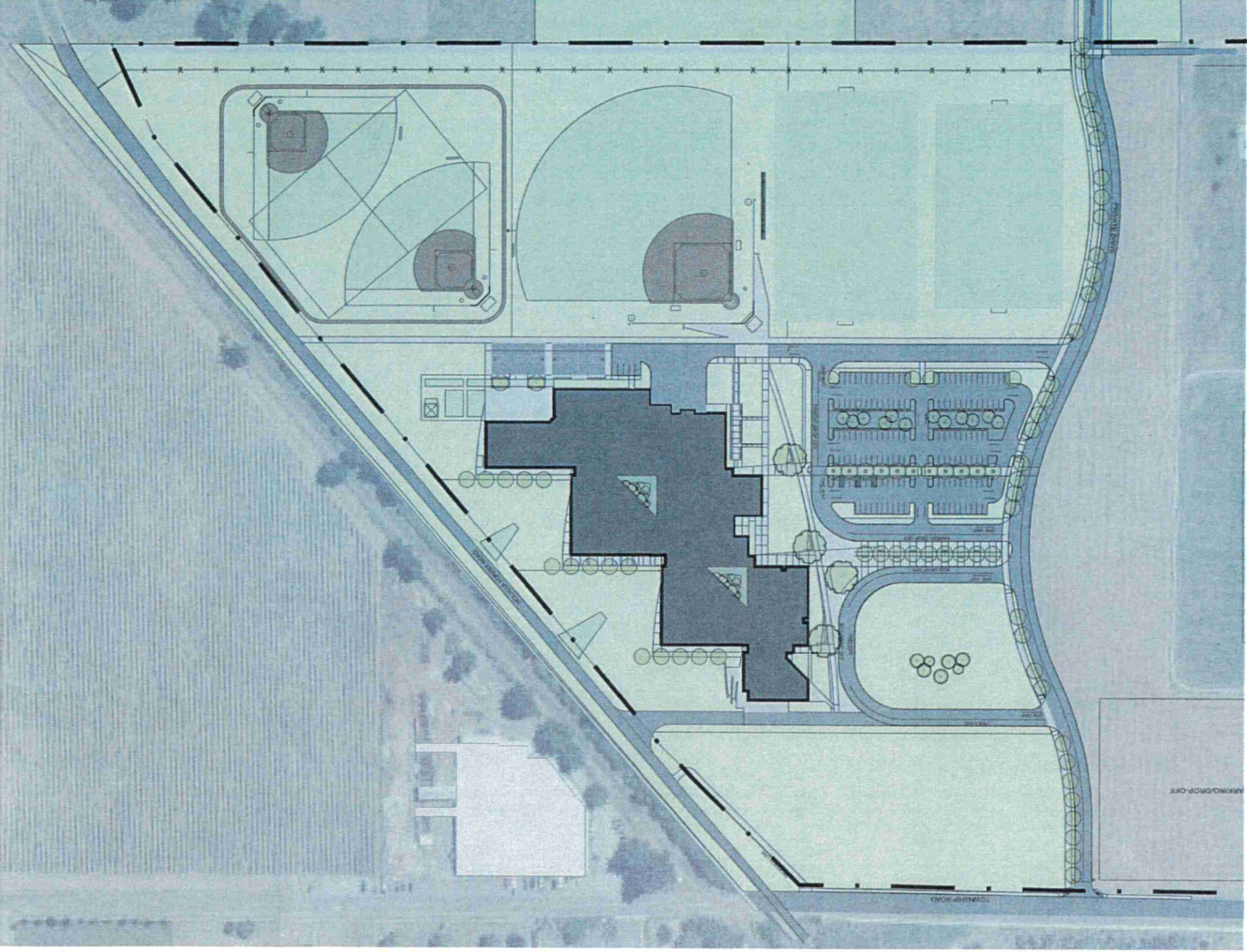
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Options

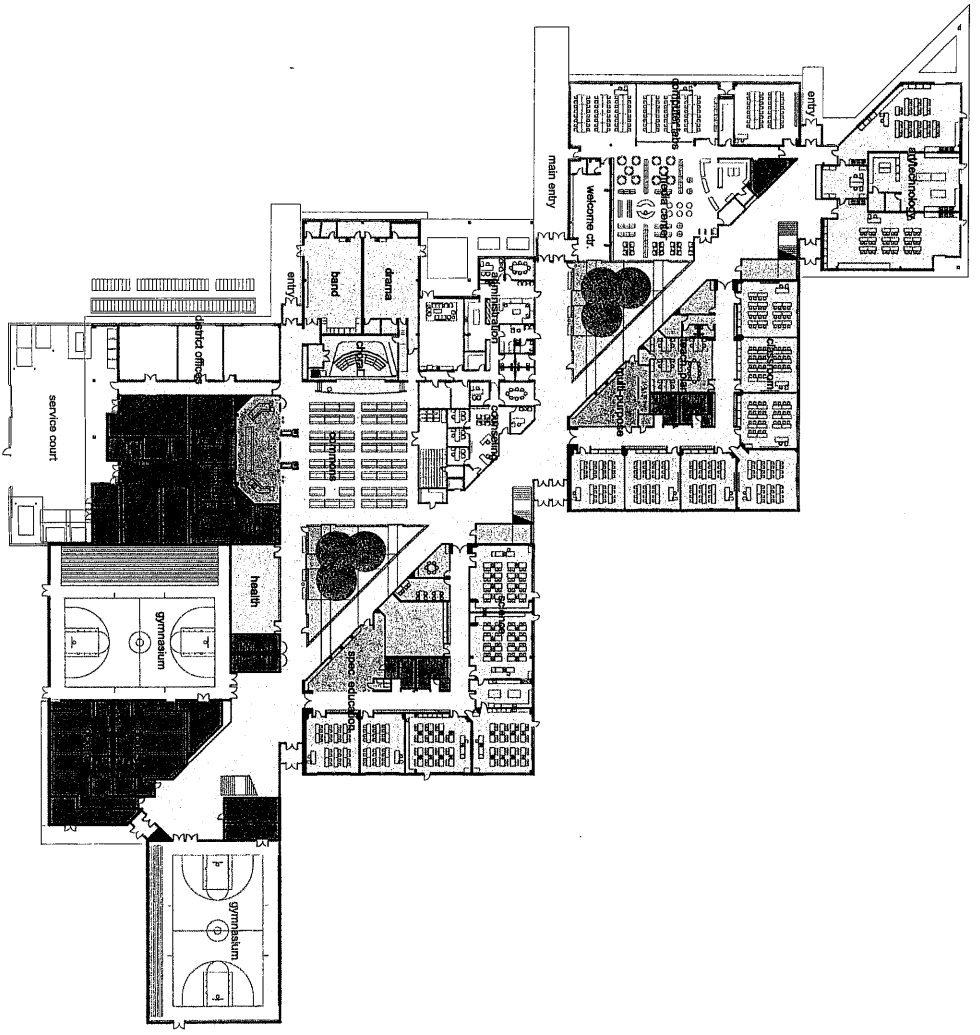
1. 80 spaces	\$200,000.-	1
2. 62 spaces	\$70,000.-	2
3. 62 spaces	\$90,000.-	3
4. 168 spaces (gravel)	\$123,000.-	4
-includes \$31,000 credit		

Final Design



Final Design Addresses:

- Fire and police access
- Improve lighting at east side of building
- Pedestrian path at south property line
- Appropriate connection at Teakwood
- Parking layout which exceeds requirements for middle school program and provides for special school events and sports



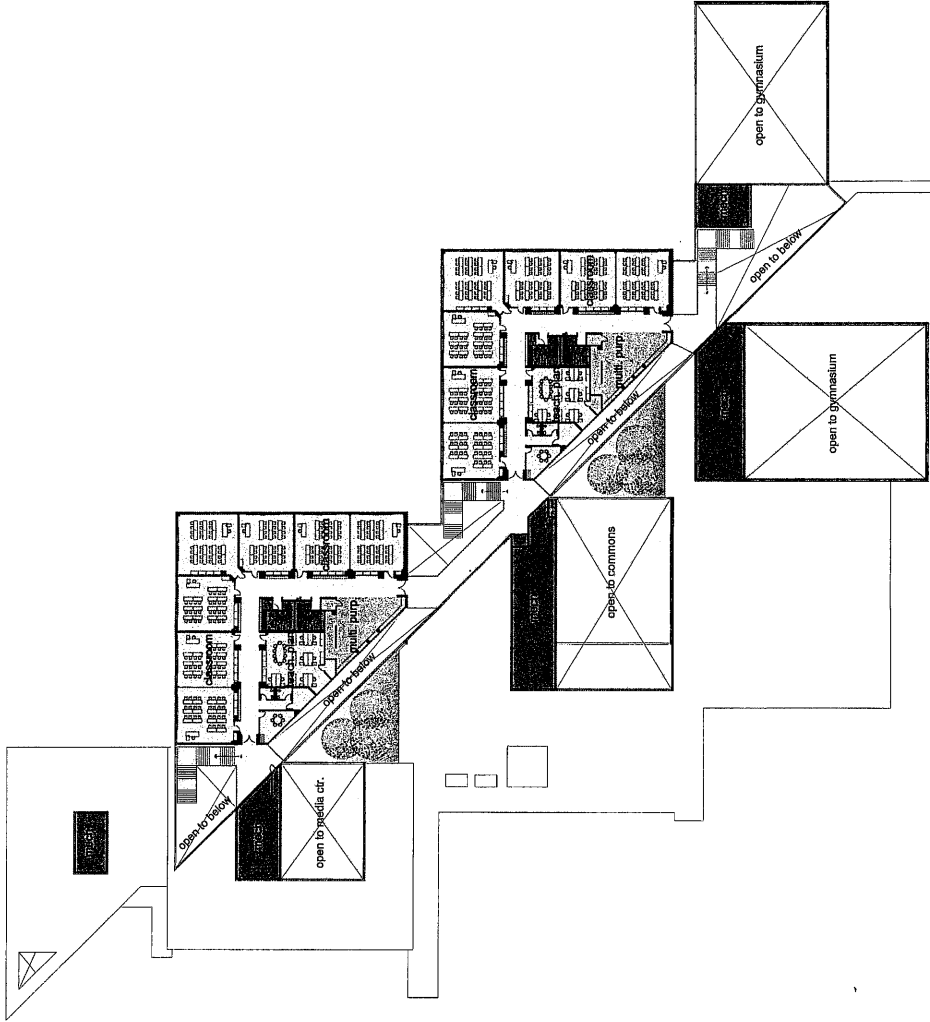
canby middle school
canby, oregon

first floor plan
1" = 20'-0"



10, February, 2005

boora



canby middle school
canby, oregon

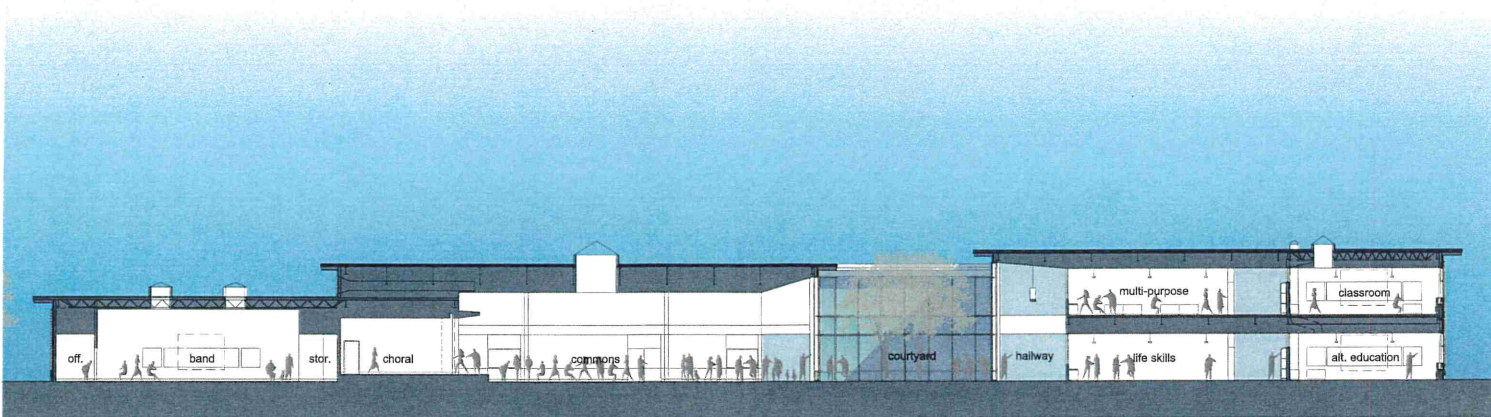
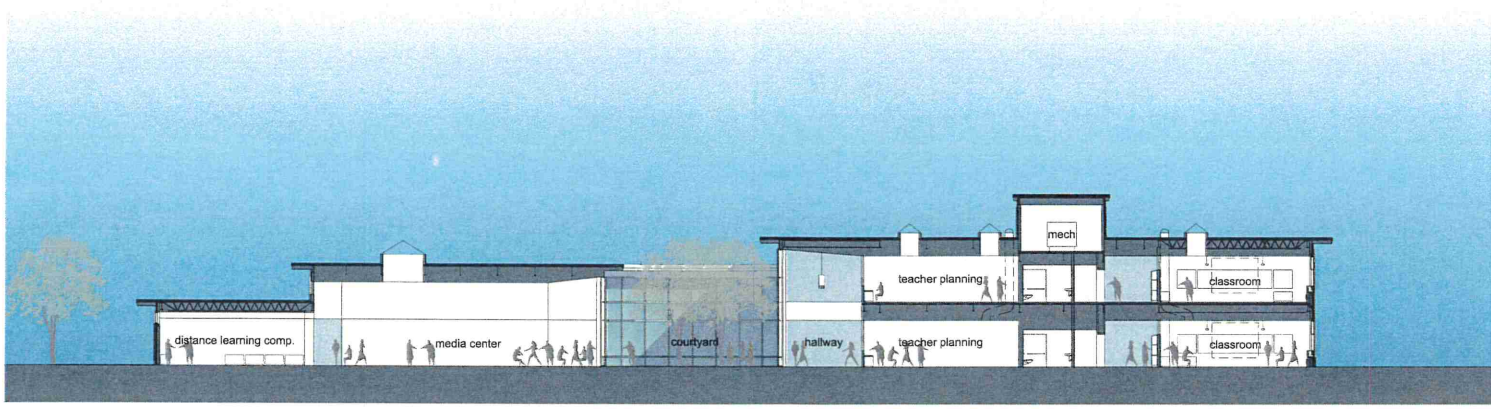
second floor plan

1" = 20'-0"

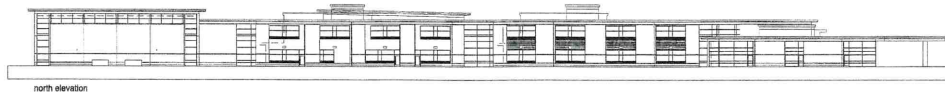
①

10 - February, 2005

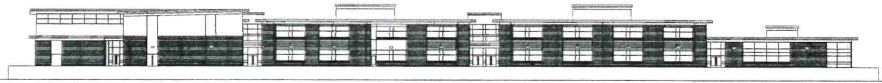
boora



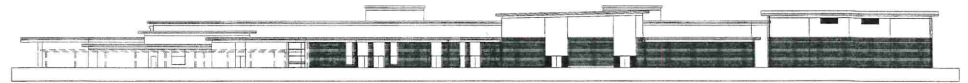
<p>canby middle school canby, oregon</p>	<p>building section 1" = 8'-0"</p>	<p>10 . February . 2005</p>	<p>boora</p>
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north elevation



east elevation



south elevation



west elevation

canby middle school
canby, oregon

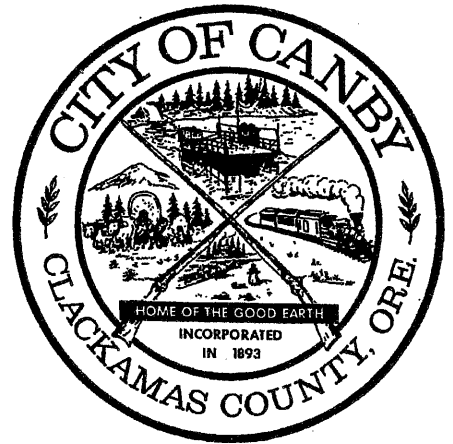
building elevations

1" = 8'-0"



10. february 2005

boora



- STAFF REPORT -

APPLICANT:

ZTEC Engineering, Inc.
3737 SE 8th Avenue
Portland, OR 97202

FILE NUMBER:

SUB 05-02 (Burden)

OWNER:

Charles E. Burden
Ray L. Burden Estate
23230 S Hwy 99E
Canby, OR 97013

STAFF:

Darren J. Nichols
Associate Planner

LEGAL DESCRIPTION:

Tax Map 3-1E-34, Tax Lot 1700

DATE OF REPORT:

February 18, 2005

LOCATION:

South and east sides of S Sequoia Parkway
and north side of SE First Avenue south of Hwy 99E

DATE OF HEARING:

February 28, 2005

COMPREHENSIVE PLAN DESIGNATION:

M-1 Light Industrial and
M-2 Heavy Industrial
I-O Industrial Overlay

ZONING DESIGNATION:

M-1 Light Industrial and
M-2 Heavy Industrial
I-O Industrial Overlay

I. APPLICANT'S REQUEST:

The applicant seeks approval to partition one 20.4 acre industrial parcel into 8 separate tax lots for the sale and development of industrial building sites. Newly created parcels would continue to use existing access points until eventual industrial development is approved through Site and Design Review. The application meets zoning and comprehensive plan designations for the M-1, M-2 and I-O Zones.

II. APPLICABLE CRITERIA:

A. SUBDIVISION - City of Canby Code Section 16.62.020

This is a quasi-judicial land use application. Applications for a subdivision shall be evaluated based upon the following standards and criteria:

1. Conformance with the text and applicable maps of the Comprehensive Plan.
2. Conformance with other applicable requirements of the land development and planning ordinance.
3. The overall design and arrangement of lots shall be functional and shall adequately provide building sites, utility easements, and access facilities deemed necessary for the development of the subject property without unduly hindering the use or development of adjacent properties.
4. 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 land division.

B. SUBDIVISION - Other Applicable Criteria from the Canby Municipal Code:

- | | | |
|----|----------|--|
| 1. | 16.10 | Off-Street Parking and Loading |
| 2. | 16.32 | M-1 Light Industrial Zone |
| 3. | 16.34 | M-2 Heavy Industrial Zone |
| 4. | 16.35 | I-O Industrial Area Overlay Zone |
| 5. | 16.56 | General Provisions (Land Division Regulations) |
| 6. | 16.64-68 | Subdivisions |

III. FINDINGS

1. Location and Background

The subject parcel is located between S Sequoia Parkway and SE Fourth Avenue to the south of Highway 99E behind Fred Meyer. The parcel proposed for subdivision currently contains nursery stock left from the operations of Hazel Dell nursery. There are no structures on the subject parcel.

Drawings submitted by the applicant show newly created parcels utilizing access frontage onto both S Sequoia Parkway and SE 4th Avenue. No new roads or drive accesses are proposed with the subdivision. The subdivision simply creates eight individual tax lots to

facilitate the eventual development of industrial uses.

Neighboring properties to the south and east are currently outside City Limits but designated for eventual Light Industrial development. Property to the north and west are inside city limits and zoned for Light Industrial & Heavy Industrial development respectively.

The Planning Commission recently approved a Minor Land Partition on property adjacent to the west. Those two parcels have also undergone Site and Design Review approval to construct two industrial buildings of approximately 14,000 and 17,000 SF. The applicant intends to construct similar industrial buildings on at least four of the proposed eight new lots. Four remaining lots would be available for sale and/or development.

Access can be provided to each of the eight proposed lots through frontage onto either S Sequoia or SE 4th Avenue. Recent utility improvements are also in place on S Sequoia and SE 4th to serve the proposed parcels.

2. Comprehensive Plan Consistency Analysis

LAND USE ELEMENT

GOAL: TO GUIDE THE DEVELOPMENT AND USES OF LAND SO THAT THEY ARE ORDERLY, EFFICIENT, AESTHETICALLY PLEASING AND SUITABLY RELATED TO ONE ANOTHER.

Applicable Policies:

Policy #1: Canby shall guide the course of growth and development so as to separate conflicting or incompatible uses, while grouping compatible uses.

Analysis: The proposed subdivision is compatible with surrounding uses. Additional development of the subject parcels would be subject to Site and Design Review approval to ensure continued compatibility.

Policy #2: Canby shall encourage a general increase in the intensity and density of permitted development as a means of minimizing urban sprawl.

Analysis: The subject parcel(s) are inside city limits and are contiguous to existing development improvements. The applicant has not submitted a development proposal for newly created building lots; access and design standards will apply prior to any future development.

Policy #3: Canby shall discourage any development which will result in overburdening any of the community's public facilities or services.

Analysis: A "Request for Comments" has been sent to all public facility and service providers (please see discussion under Public Services Element).

ENVIRONMENTAL CONCERNS ELEMENT

GOALS: TO PROTECT IDENTIFIED NATURAL AND HISTORICAL RESOURCES.

TO PREVENT AIR, WATER, LAND, AND NOISE POLLUTION.

TO PROTECT LIVES AND PROPERTY FROM NATURAL HAZARDS.

The subject property is annexed into the City of Canby and is considered to be urbanizable. The property has no known historic resources or expansive soils. The property is not located in a flood plain and the proposed subdivision will not, in itself, generate pollution or impact scenic resources.

Future proposals must also meet stormwater management approval from DEQ, City Engineers and Public Works prior to issuance of building permits.

TRANSPORTATION ELEMENT

**GOAL: TO DEVELOP AND MAINTAIN A
TRANSPORTATION SYSTEM WHICH IS SAFE,
CONVENIENT AND ECONOMIC**

Applicable Policies:

Policy #1: Canby shall provide the necessary improvements to city streets...in an effort to keep pace with growth.

Analysis: *This proposal does not create any additional traffic impacts at the site or on the surrounding area. Subsequent development on the proposed parcels shall be reviewed more explicitly through the Site and Design Review Process.*

A traffic study was not commissioned as part of this subdivision application; traffic impacts will be assessed with any future development at the time of land use application.

Policy #4: Canby shall work to provide an adequate sidewalk and pedestrian pathway system to serve all residents.

Analysis: *Sidewalks and bike/pedestrian improvements will be required upon further development of newly created parcels.*

Policy #6: Canby shall continue in its efforts to assure that all new developments provide adequate access for emergency response vehicles and for the safety and convenience of the general public.

Analysis: *The Canby Police Department and Canby Fire District received notice of the proposed partition. Neither agency expressed concerns with access to the site.*

PUBLIC FACILITIES AND SERVICES ELEMENT

GOAL: TO ASSURE THE PROVISION OF A FULL RANGE OF PUBLIC FACILITIES AND SERVICES TO MEET THE NEEDS OF THE RESIDENTS AND PROPERTY OWNERS OF CANBY.

Applicable Policies:

Policy #1: Canby shall work closely and cooperate with all entities and agencies providing public facilities and services.

Analysis: All public facility and service providers were sent a "Request for Comments". The Fire Department, Police Department, City Engineer, Waste Water Treatment, Traffic Engineer, Canby Telephone Association and the Traffic Safety Committee responded positively, indicating that services will become available through development.

Hassan Ibrahim recommends that the property owner perform lot lines adjustment between lots 5 & 6 and neighboring property to the southeast. The recommendation would improve street frontages and useable area for all three parcels if lot lines were adjusted to provide straight lines and square frontages.

Hassan also notes that access points on lots 3 & 6 may need to be moved in order to meet 200 foot access spacing standards in the I-O Zone. Staff supports the recommendation and suggests that the access issue be addressed in more detail as the parcels develop (Cond 13).

In a discussion with Roy Hester, Roy expressed concerns about the provision of an easement across S Sequoia Parkway to provide underground water access from Parcel 5 to Parcels 7 & 8. The City does not typically allow private lines within the City's right of way. In this case, the applicant requests permission to place one 2" water line under the roadway in order to provide temporary irrigation of nursery stock on lots 7 & 8.

Staff and the City Attorney are working to determine

whether or not continued use of the well and water line will be allowed upon sale and/or development of the parcels.

Neighborhood Comments:

No written neighborhood comments were received. The applicant held a neighborhood meeting and fielded general questions from Jean Rover about the industrial park and anticipated development therein. No other neighbors attended the meeting.

Bill McCormack requested that the required interior easements on parcels 1-4 be limited to the common north-south lot line only. Staff recommends approval of the request, pending approval from utility providers (see Condition 5).

CONCLUSION REGARDING CONSISTENCY WITH THE POLICIES OF THE CANBY COMPREHENSIVE PLAN:

Review of the goals, policies, and implementation measures of the Comprehensive Plan indicates that the proposed subdivision, with recommended conditions of approval, is consistent with Canby's Comprehensive Plan. Development of the parcels shall comply with applicable provisions of the City of Canby Land Development and Planning Ordinance, The Uniform Building Code and other State, County and City regulations.

3. Evaluation Regarding Subdivision Approval Criteria

- A. Conformance with the text and with the applicable maps of the Comprehensive Plan.
See discussion in part III.2, above.
- B. Conformance with all other requirements of the Land Development and Planning Ordinance.

With recommended conditions, the subdivision will comply with requirements of the Land Development and Planning Ordinance, including lot sizes, frontage, access and coverage requirements.

- C. The overall design and arrangement of parcels shall be functional and shall adequately provide building sites, utility easements, and access facilities deemed necessary for the development of the subject property without unduly hindering the use or development of adjacent properties.

With recommended conditions, the proposed subdivision will be functional and will provide building sites, necessary utility easements, and access facilities.

- D. 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 land division.

Public services and facilities are available or will become available to adequately meet the needs of this subdivision. See discussion in III.2 above.

IV. CONCLUSION

1. Staff concludes that the subdivision request, with appropriate conditions, is in conformance with the Comprehensive Plan and Canby Municipal Code.
2. Staff concludes that the subdivision request is in conformance with other requirements in the Land Development and Planning Ordinance.
3. Staff concludes that, with appropriate conditions, the overall design and arrangement of the proposed parcels are functional and will adequately provide building sites, utility easements, and access facilities necessary for development of the subject property without unduly hindering the use or development of adjacent properties.
4. Staff concludes that all necessary public services will become available through the development of the property to adequately meet the needs of the proposed partition.

V. RECOMMENDATION

Based on the application and drawings submitted and based on the facts, findings and conclusions of this report, and without benefit of a public hearing, staff recommends that the Planning Commission approve SUB 05-02 with the following conditions:

For the Final Plat:

1. A final partition plat modified to illustrate the conditions of approval shall be submitted to the City Planner for review and approval. The final partition plat shall reference this land use application: City of Canby File Number SUB 05-02
2. The final partition plat shall be a surveyed plat map meeting all of the specifications required by the Clackamas County Surveyor. The partition map shall be recorded with the Clackamas County Surveyor and with the Clackamas County Clerk; a final copy of the signed and recorded map shall be provided to the Canby Planning Department prior to the issuance of building permits.
3. New deeds and legal descriptions for the proposed parcels shall be prepared and recorded with the Clackamas County Clerk. A copy of the new deeds shall be provided to the Canby Planning Department upon recording.
4. All monumentation and recording fees shall be borne by the applicant.
5. Twelve (12) foot utility easements shall be provided for Lots 1-8 along all street lot lines in the proposed subdivision.

For Lots 5 – 8, ten (10) foot utility easements shall be provided along non-street exterior lot lines unless adjacent lots have recorded utility easements of four (4) or more feet, in which case the non-street exterior lot lines shall have six (6) foot utility easements. All interior lot lines shall have six (6) foot utility easements.

Pending approval of all utility and service providers, Lots 1 – 4 shall be recorded with ten foot public utility and access easements along the common north-south lot line in such a manner as to provide 20 feet of public utility access from S Sequoia Parkway to SE 4th Avenue.

Notes:

7. A final plat must be recorded with the Clackamas County Surveyor within one (1) year of the preliminary plat approval in accordance with Canby Ordinance 16.68.020. Mylar copies of the final plat must be signed by the City Planning Director prior to recording the plat with Clackamas County.

8. The subdivision plat shall not create any lot or lots not in conformance with the Canby Municipal Code. The applicant shall submit a final plat for approval by the City of Canby Planning Director.
9. The land divider shall follow the provisions of Section 16.64.070 Improvements, in particular, but not limited to, subparagraph (O) Bonds, which requires a surety bond, personal bond, or cash bond for any subdivision improvements not completed prior to the signing of the final plat. The bond or surety instrument shall authorize the City of Canby to fully complete all required improvements and recover the full cost of all required improvements.
10. Any relocation of existing utilities required due to construction of the development shall be done at the expense of the applicant.
11. The final plat must be submitted to the City within one (1) year of the approval of the preliminary plat according to Section 16.68.020.
12. The approval of this application shall be null and void if a final plat is not submitted to the County within six (6) months after signing of the plat by the chairman of the Planning Commission (Section 16.68.070).
13. All newly created parcels shall comply with the 200 foot access spacing standard outlined in the I-O Industrial Area Overlay Zone. Access spacing standards shall be reviewed and enforced at the time of Site and Design Review. Shared access may be required in order to comply with access spacing standards.
14. Permission to place one private water line in the public right of way may be granted permanently, granted temporarily or revoked pending discussion and a decision by City Staff and the City Attorney. All necessary easements and/or other documentation necessary to record said decision shall be provided by the applicant. A copy of all necessary materials shall be provided to the City of Canby prior to recording of the final plat.

Exhibits:

1. Applicant's Packet (narrative and proposed partition plan)
2. Responses to the Request for Comments
3. Neighborhood Meeting minutes

ZTec Engineers, Inc.

Civil ♦ Structural ♦ Surveying

John McL. Middleton, P.E.

Chris C. Fischborn, P.L.S.

Ronald b. Sellards, P.E.

3737 SE 8th Ave.

Portland, OR 97202

503-235-8795

FAX: 503-233-7889

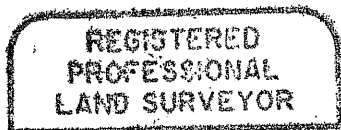
Email: chris.fischborn@ztecengineers.com

January 26, 2005

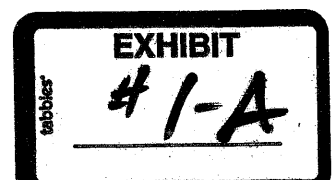
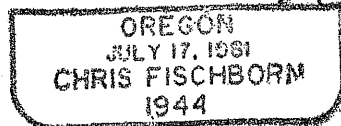
SUBDIVISION STANDARDS AND CRITERIA FOR "BURDEN 1" T.L. 1700 TAX MAP 3S 1E 34

This Lot is zoned M2 on the Western portion and M1 on the Eastern portion and has an industrial overlay zone over it entirety. The Lots being created on this Subdivision are being sized for light industrial use, ranging from 1.5 acres to 6 acres. Lots 1, 2, 3, and 4 have a potential buyer with plans to construct buildings on these 4 Lots. Lots 6, 7, and 8 are sized for light industrial use. Lot 5 is oversized and may need to be split, depending on possible future sales. All utilities for this Subdivision have been recently installed on the just completed extensions of Sequoia Parkway and 4th Avenue.

M1 and M2 zones require driveways to be 200-feet apart on adjacent Lots. This is a concern on Lot 6. Lots 2 and 3 are planned for a shared driveway on their common Lot line onto 4th Avenue. Lot 6 should have its driveway shared with Tax Lot 1600 or should place its driveway towards the West side of the Lot to avoid conflict with a future driveway on Tax Lot 1600. Other than shared driveway access easements, there should be no other easements required for utilities as each Lot has access to all utilities from the roads they front on. An easement should be provided to Canby Telephone for the 40' x 40' area at the Northwest corner of Lot 1.



Chris Fischborn



CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 900, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 7, 2005

- TO:
- FIRE
 - POLICE
 - PUBLIC WORKS
 - CANBY ELECTRIC
 - CANBY WATER
 - WWTP
 - CITY ENGINEER
 - CTA
 - NW NATURAL
 - WILLAMETTE BROADBAND
 - CANBY DISPOSAL
 - CITY ATTORNEY
 - BIKE AND PED
 - CANBY POST OFFICE
 - CLACKAMAS COUNTY ASSESSOR
 - CLACKAMAS COUNTY 911
 - CLACKAMAS COUNTY TRANSPORTATION
 - TRAFFIC SAFETY COMMITTEE
 - CLACKAMAS COUNTY
 - CANBY SCHOOL DISTRICT
 - OREGON DEPT. TRANSPORTATION
 - ODOT/REGION 1/DIST 2B
 - STATE OF OREGON/REVENUE
 - CANBY BUSINESS REVITALIZATION
 - PARKS AND RECREATION
 - OTHER _____

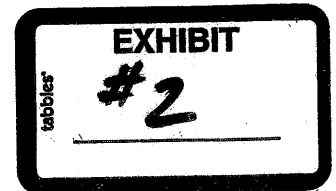
The City has received **SUB 05-02 (Burden)**, an application by ZTEC Engineers and the **Ray Burden Estate** to divide 20 acres into 8 industrial lots at on S Sequoia Parkway. Newly created lots would be vacant buildable parcels located on the south and east side of S Sequoia Parkway and on the north side of SE 4th Avenue. (Tax Map 3-1E-34, Tax Lot 1700).

Please review the enclosed application and return comments to **Darren Nichols** by **February 17, 2005**. Please indicate any conditions that you wish the Commission to consider in hearing the application. Thank you.

Comments or Proposed Conditions:

Please check one box:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through the development
- Conditions are needed, as indicated
- Adequate public services are not available and will not become available



Signature: *Ken Farnsworth* Date: 2-15-05

Title: *Fire Marshal* Agency: *CFD #62*

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 7, 2005

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| <input type="checkbox"/> CITY ATTORNEY | <input type="checkbox"/> PARKS AND RECREATION |
| <input type="checkbox"/> BIKE AND PED | <input type="checkbox"/> OTHER _____ |

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Signature: Ken Pagan **Date:** 2-16-05

Title: Chief **Agency:** Police

CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 7, 2005

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Comments or Proposed Conditions:

It would be beneficial to continue to pursue the option of resolving the southeast corner of Lot 5 with Mr. Fitzpatrick (TL 1600) or consider a land trade process through a property line adjustment.

The proposed access to TL 1600 via SE 4th Ave may need to be moved easterly to allow adequate access to Lot 6 in conformance with 200ft spacing rule.

Please check one box:

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Signature: *Alan Baker* Date: February 11, 2005

Title: Project Engineer Agency: Curran McLeod, Inc

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 7, 2005

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Comments or Proposed Conditions:

A water "service" plan is needed for a "conditional approval" status.

Please check one box:

- Adequate Public Services (of your agency) are available
- Adequate Public Services will become available through the development
- Conditions are needed, as indicated
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Signature: *[Signature]* Date: 2/10/05

Title: Water Dept. Foreman Agency: Canby Utility

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

P.O. Box 930, Canby, OR 97013

[503] 266-9404

FAX 266-1574

DATE: February 7, 2005

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Signature: Darwin Tramel **Date:** 2/10/05

Title: Supervisor **Agency:** WWTP

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

(503) 266-9404 FAX 266-1574

DATE: February 7, 2005

- TO:
- FIRE
 - POLICE
 - PUBLIC WORKS
 - CANBY ELECTRIC
 - CANBY WATER
 - WWTP
 - CITY ENGINEER
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 - OREGON DEPT. TRANSPORTATION
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 - CANBY BUSINESS REVITALIZATION
 - PARKS AND RECREATION
 - OTHER LANCASTER ENGINEERING

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Comments or Proposed Conditions:

A TRAFFIC STUDY HAS NOT BEEN COMMISSIONED FOR THIS PROJECT. IT IS RECOMMENDED THAT A STUDY BE PREPARED TO DETERMINE THE ADEQUACY OF SERVICES

Please check one box:

- Adequate Public Services (of your agency) are available
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Signature: [Signature] Date: 2/11/05

Title: ENGINEERING TECHNICIAN Agency: LANCASTER ENGINEERING

**CANBY PLANNING DEPARTMENT
REQUEST FOR COMMENTS**

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[503] 266-9404

FAX 266-1574

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Comments or Proposed Conditions:

No traffic concerns at this time. Traffic light in place at 99E & Sequoia

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Signature: M. Lauren Elmore **Date:** 2-10-05

Title: Chairman **Agency:** Traffic Safety Comm.

CANBY PLANNING DEPARTMENT REQUEST FOR COMMENTS

P.O. Box 930, Canby, OR 97013

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Signature: _____ Date: 2-9-05

Title: ASSOCIATE ENG. Agency: CTA

TREND CONSTRUCTION CO.

GENERAL BUILDING CONTRACTORS

7190 S.W. SANDBURG ST. • SUITE 10 • TIGARD, OREGON 97223 • 620-3110 • FAX 624-2346

FACSIMILE TRANSMITTAL

TO Darren Nichols City of Canby
(F) 503-266-1574

FROM Bill McCormack

DATE 2/14/05

TOTAL NUMBER OF PAGES 3 (INCLUDING THIS PAGE)

MESSAGE RE: Burden's Subdivision

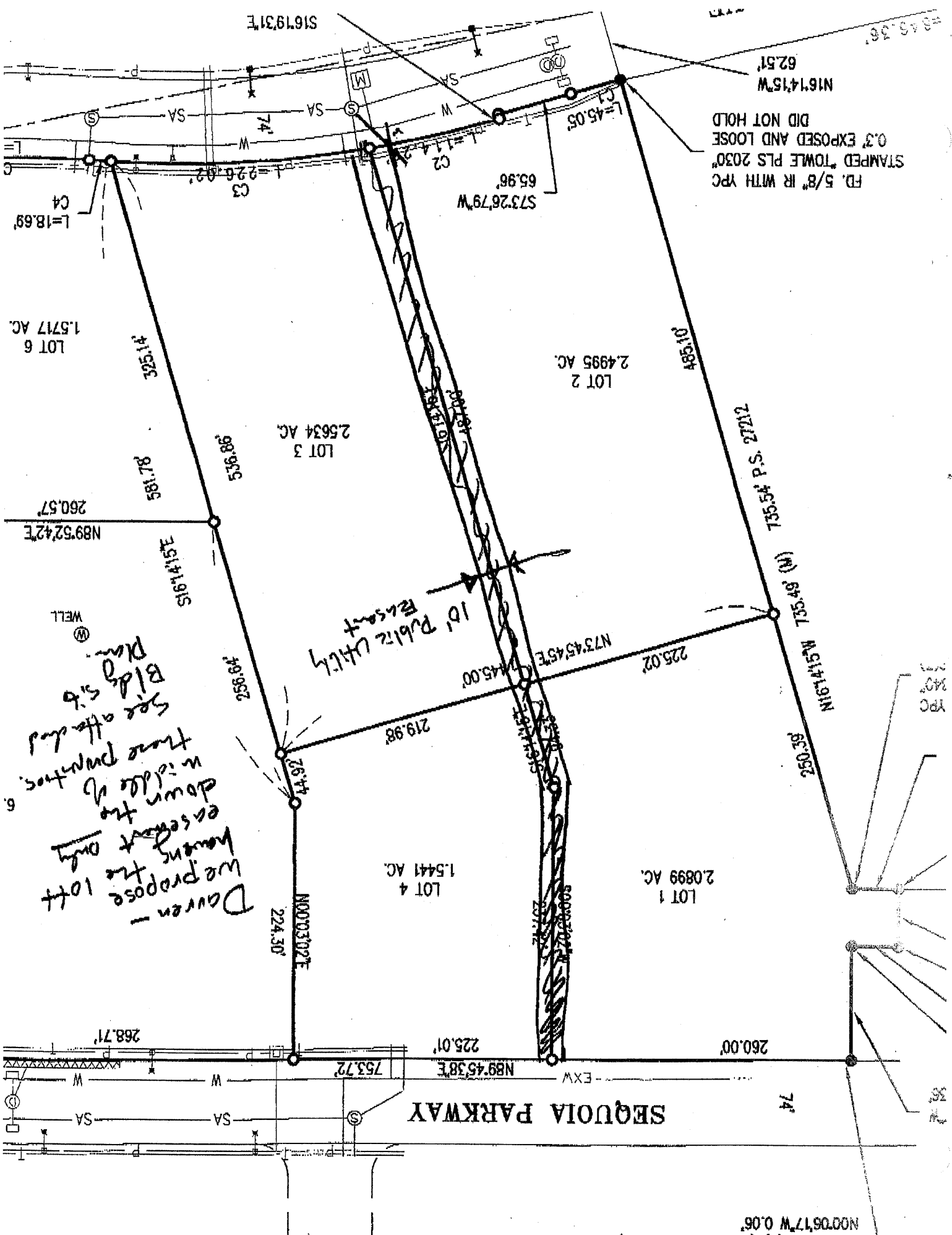
Per my voice mail, please see
attached showing where we propose
the 10 ft. easmt

Please advise.

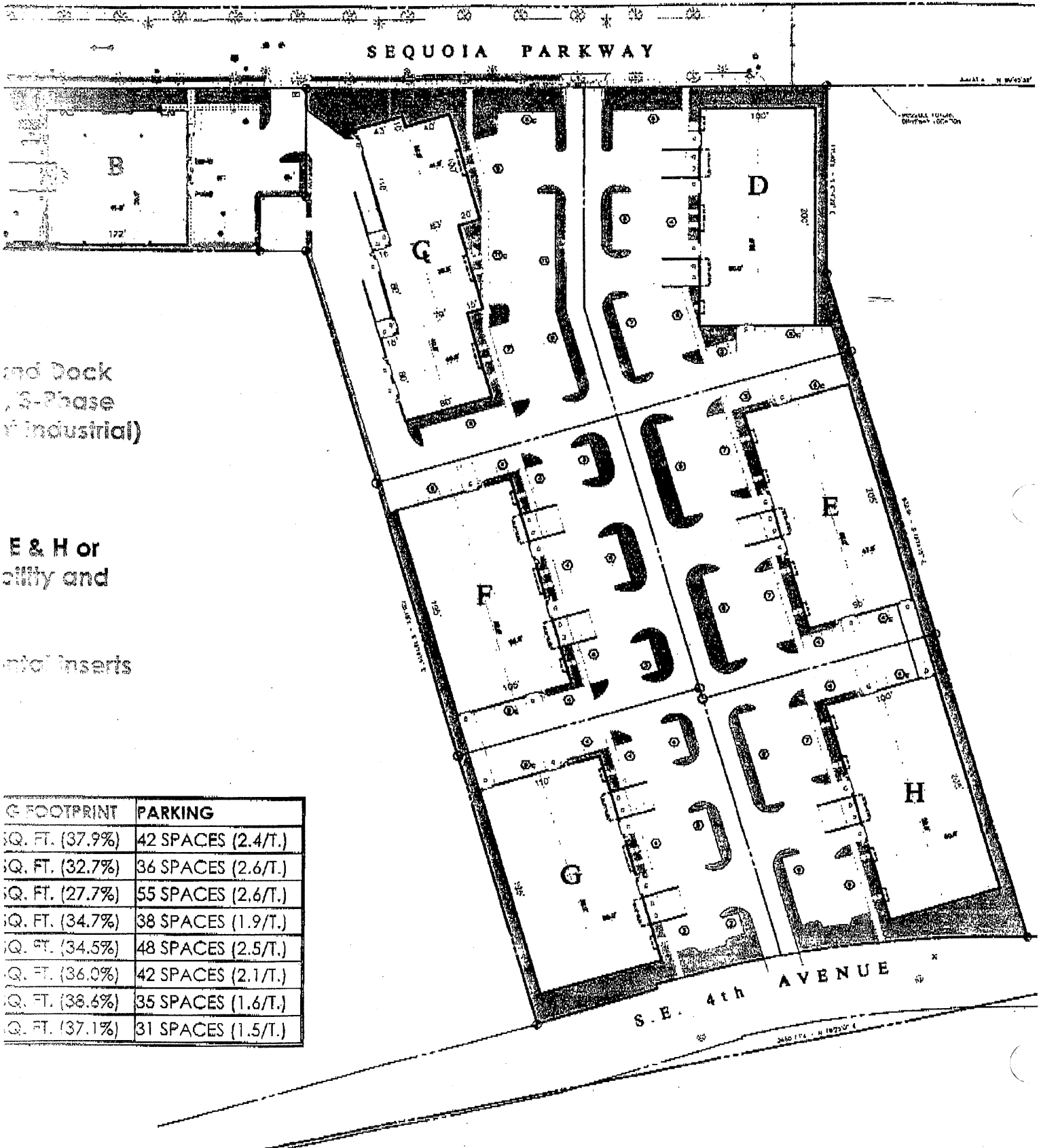
Bill McCormack

IF THERE ARE ANY PROBLEMS WITH THIS FAX TRANSMISSION, PLEASE CALL OUR OFFICE.

OUR FAX NUMBER IS (503) 624-2346



Trend Business Center



and Dock
(3-Phase
Industrial)

E & H or
utility and

interior inserts

FOOTPRINT	PARKING
10,000 SQ. FT. (37.9%)	42 SPACES (2.4/T.)
11,000 SQ. FT. (32.7%)	36 SPACES (2.6/T.)
12,000 SQ. FT. (27.7%)	55 SPACES (2.6/T.)
13,000 SQ. FT. (34.7%)	38 SPACES (1.9/T.)
14,000 SQ. FT. (34.5%)	48 SPACES (2.5/T.)
15,000 SQ. FT. (36.0%)	42 SPACES (2.1/T.)
16,000 SQ. FT. (38.6%)	35 SPACES (1.6/T.)
17,000 SQ. FT. (37.1%)	31 SPACES (1.5/T.)

Report of neighborhood meeting discussion for Burden 1, subdivision 05-02
Meeting conducted by Charles E. Burden

Date of meeting: 2-14-05

Time: 3 to 5 PM

Location: Canby Adult Center
1250 S. Ivy St.
Canby, Oregon

Meeting Attendees:

Jean Rover, our neighbor

Roger Reif, attorney for the Burden estate

Terry Tolls, industrial realtor for the Burden estate

Charles Burden, personal representative for the estate of Ray L. Burden

Discussion:

Charles Burden displayed enlargements of the enclosed plans of the subdivision and gave a description of the project.

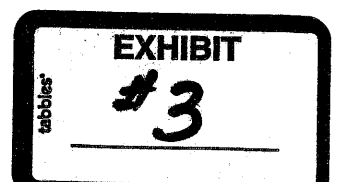
Jean Rover asked, "Who are the people associated with the Trend Business Center?"

Charles answered, "Bill McCormack of the Perlo McCormack Construction Company." Charles then gave Jean a copy of the enclosed Trend Business Center Industrial Buildings brochure. He described the beautiful workmanship of Bill McCormick's building construction. Charles also shared the fact that Bills first two buildings to be built just west of this subdivision would very likely be the first industrial buildings to be built in the city of Canby on a speculation basis. He stated that it is hoped that the construction of these buildings will help jump-start the Canby Pioneer Industrial Park and may also help increase surrounding property values.

Jean Rover then asked what the next step in the subdivision process would be.

Terry Tolls answered her stating that the plan would next be presented to the City of Canby planning commission on the evening of February 28th, 2005. Terry also explained the nature of the survey problems that have been encountered over the past months. He suggested to Jean that if she needed any survey works done for her property that she should be sure to start the process early. Charles Burden then gave Jean Rover a business card for Z-tec Engineers, the firm that had done a good job doing surveying for the Burden estate.

Jean Rover then asked if subdivision lots 7 and 8 would have access onto both Sequoia Pkwy and Walnut Street.



Terry Tolls answered her question saying we are hoping to have access onto both streets.

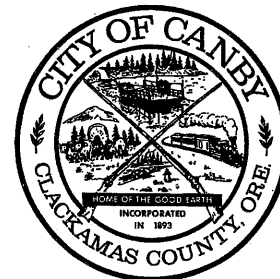
Jean Rover then asked if we had heard recent discussion for extending either Sequoia Pkwy or 4th Avenue.

Terry Tolls answered that it has not been the subject of this subdivision so there has not been much discussion of late.

Jean then thanked us for the opportunity to discuss the issues and wished us well.

Jean was the only neighbor to attend the meeting.

Charles stayed until 5 PM just in case someone else would come to the meeting. No one else came.



**BEFORE THE PLANNING COMMISSION
OF THE
CITY OF CANBY**

**A REQUEST FOR APPROVAL TO) FINDINGS, CONCLUSIONS & FINAL ORDER
SUBDIVIDE ONE INDUSTRIAL)
PARCEL OF 20.4 ACRES INTO 8) SUB 05-02
INDIVIDUAL BUILDING LOTS) (ZTEC / Burden Estate)**

NATURE OF APPLICATION

The applicant seeks approval to partition one 20.4 acre industrial parcel into 8 separate tax lots for the sale and development of industrial building sites. Newly created parcels would continue to use existing access points until eventual industrial development is approved through Site and Design Review. The application meets zoning and comprehensive plan designations for the M-1, M-2 and I-O Zones.

HEARINGS

The Planning Commission held a public hearing to consider this application on February 28, 2005.

CRITERIA AND STANDARDS

A. SUBDIVISION - City of Canby Code Section 16.62.020

This is a quasi-judicial land use application. Applications for a subdivision shall be evaluated based upon the following standards and criteria:

1. Conformance with the text and applicable maps of the Comprehensive Plan.
2. Conformance with other applicable requirements of the land development and planning ordinance.
3. The overall design and arrangement of lots shall be functional and shall adequately provide building sites, utility easements, and access facilities deemed necessary for the development of the subject property without unduly hindering the use or development of adjacent properties.
4. 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 land division.

FINDINGS AND REASONS

The Planning Commission deliberated on all testimony presented at the February 28, 2005 public hearing, and includes the February 18, 2005 staff report. The Planning Commission accepts the findings in the February 18, 2005 staff report.

CONCLUSION

Based on the February 18, 2005 staff report, public testimony received at the February 28, 2005 public hearing and Commission deliberation, the Planning Commission concludes that:

1. The partition request, with appropriate conditions, is considered to be in conformance with the Comprehensive Plan;
2. The subdivision request is in conformance with the applicable requirements of the Municipal Code regarding site access and hindering development of adjacent parcels;
3. The overall design and arrangement of lots will be functional and will adequately provide building sites, utility easements, and access facilities deemed necessary for the development of the subject property without unduly hindering the use or development of adjacent properties.
4. Necessary public services are available or will become available through the development of the property to adequately meet the needs of the proposed partition.

ORDER

IT IS ORDERED by the Planning Commission of the City of Canby that **SUB 05-02** is **APPROVED** subject to the following conditions:

For the Final Plat:

1. A final partition plat modified to illustrate the conditions of approval shall be submitted to the City Planner for review and approval. The final partition plat shall reference this land use application: **City of Canby File Number SUB 05-02**
2. The final partition plat shall be a surveyed plat map meeting all of the specifications required by the Clackamas County Surveyor. The partition map shall be recorded with the Clackamas County Surveyor and with the Clackamas County Clerk; a final copy of

Findings, Conclusion and Final Order
SUB 05-02
Page 2 of 5

the signed and recorded map shall be provided to the Canby Planning Department prior to the issuance of building permits.

3. New deeds and legal descriptions for the proposed parcels shall be prepared and recorded with the Clackamas County Clerk. A copy of the new deeds shall be provided to the Canby Planning Department upon recording.
4. All monumentation and recording fees shall be borne by the applicant.
5. Twelve (12) foot utility easements shall be provided for Lots 1-8 along all street lot lines in the proposed subdivision.

For Lots 5 – 8, ten (10) foot utility easements shall be provided along non-street exterior lot lines unless adjacent lots have recorded utility easements of four (4) or more feet, in which case the non-street exterior lot lines shall have six (6) foot utility easements. All interior lot lines shall have six (6) foot utility easements.

Pending approval of all utility and service providers, Lots 1 – 4 shall be recorded with ten foot public utility and access easements along the common north-south lot line in such a manner as to provide 20 feet of public utility access from S Sequoia Parkway to SE 4th Avenue.

Notes:

7. A final plat must be recorded with the Clackamas County Surveyor within one (1) year of the preliminary plat approval in accordance with Canby Ordinance 16.68.020. Mylar copies of the final plat must be signed by the City Planning Director prior to recording the plat with Clackamas County.
8. The subdivision plat shall not create any lot or lots not in conformance with the Canby Municipal Code. The applicant shall submit a final plat for approval by the City of Canby Planning Director.
9. The land divider shall follow the provisions of Section 16.64.070 Improvements, in particular, but not limited to, subparagraph (O) Bonds, which requires a surety bond, personal bond, or cash bond for any subdivision improvements not completed prior to the signing of the final plat. The bond or surety instrument shall authorize the City of Canby to fully complete all required improvements and recover the full cost of all required improvements.
10. Any relocation of existing utilities required due to construction of the development shall be done at the expense of the applicant.
11. The final plat must be submitted to the City within one (1) year of the approval of the preliminary plat according to Section 16.68.020.

12. The approval of this application shall be null and void if a final plat is not submitted to the County within six (6) months after signing of the plat by the chairman of the Planning Commission (Section 16.68.070).
13. All newly created parcels shall comply with the 200 foot access spacing standard outlined in the I-O Industrial Area Overlay Zone. Access spacing standards shall be reviewed and enforced at the time of Site and Design Review. Shared access may be required in order to comply with access spacing standards.
14. Permission to place one private water line in the public right of way may be granted permanently, granted temporarily or revoked pending discussion and a decision by City Staff and the City Attorney. All necessary easements and/or other documentation necessary to record said decision shall be provided by the applicant. A copy of all necessary materials shall be provided to the City of Canby prior to recording of the final plat.

I CERTIFY THAT THIS ORDER approving **SUB 05-02** was presented to and **APPROVED** by the Planning Commission of the City of Canby.

DATED this 14th day of March, 2005.

James R. Brown, Chair
Canby Planning Commission

Darren J. Nichols
Associate Planner

ATTEST:

ORAL DECISION – February 28, 2005

AYES: Brown, Ewert, Helbling, Lucas, Manley, Tessman

NOES: None

ABSTAIN: None

ABSENT: None

WRITTEN DECISION – March 14, 2005

AYES:

NOES:

ABSTAIN:

ABSENT:



MEMORANDUM

DATE: MARCH 3, 2005
TO: JOHN WILLIAMS
FROM: MARGARET YOCHER, TRANSIT AND GENERAL SERVICES DIRECTOR
RE: CANBY AREA TRANSIT CENTER

I would appreciate it if I could be put on the Planning Commission agenda for March 14th. We have pretty much decided on our final design for Phase II and III of the Canby Area Transit Center.

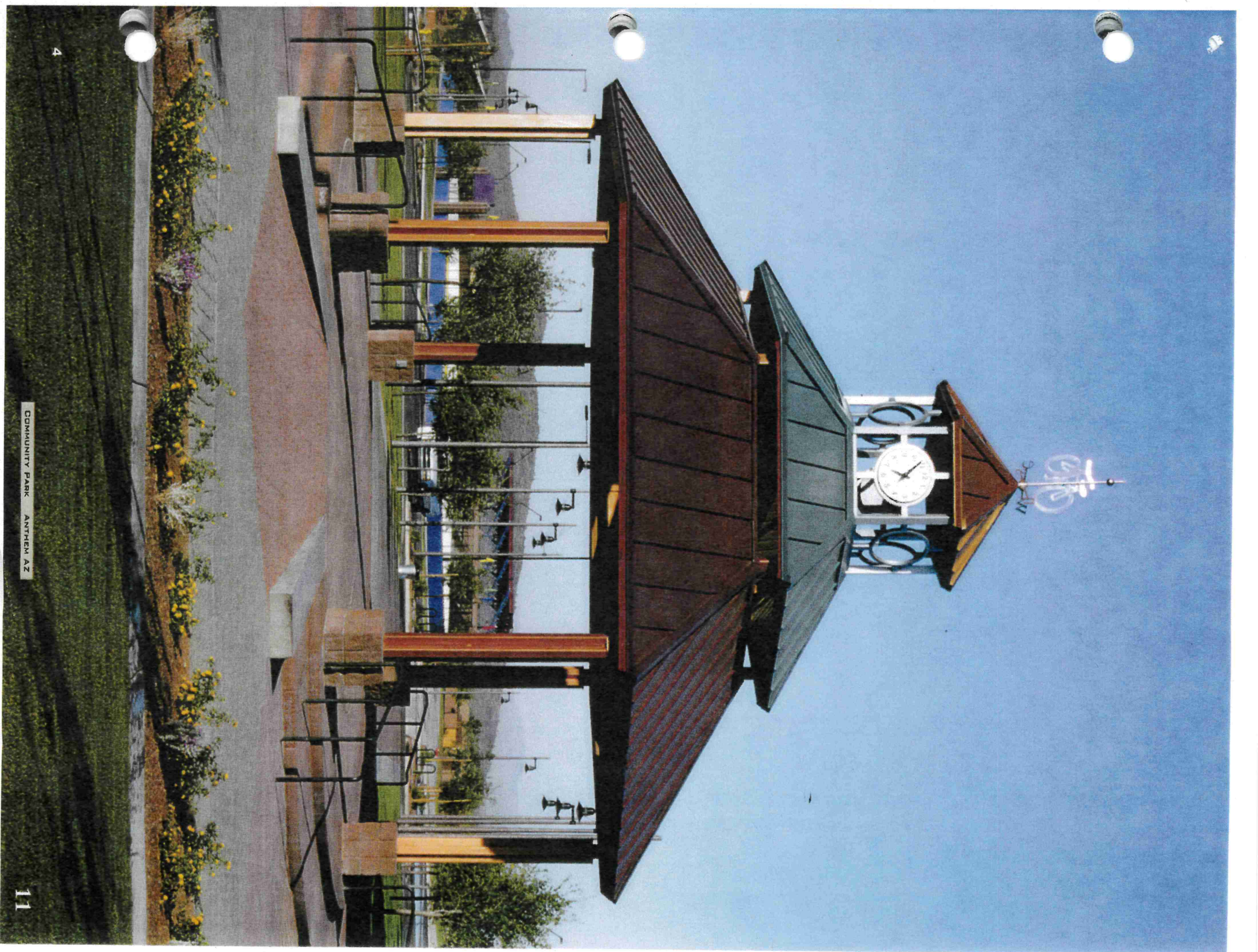
While I know I don't have to go through design review, I think it would be nice to show the Planning Commission what we have been working on.

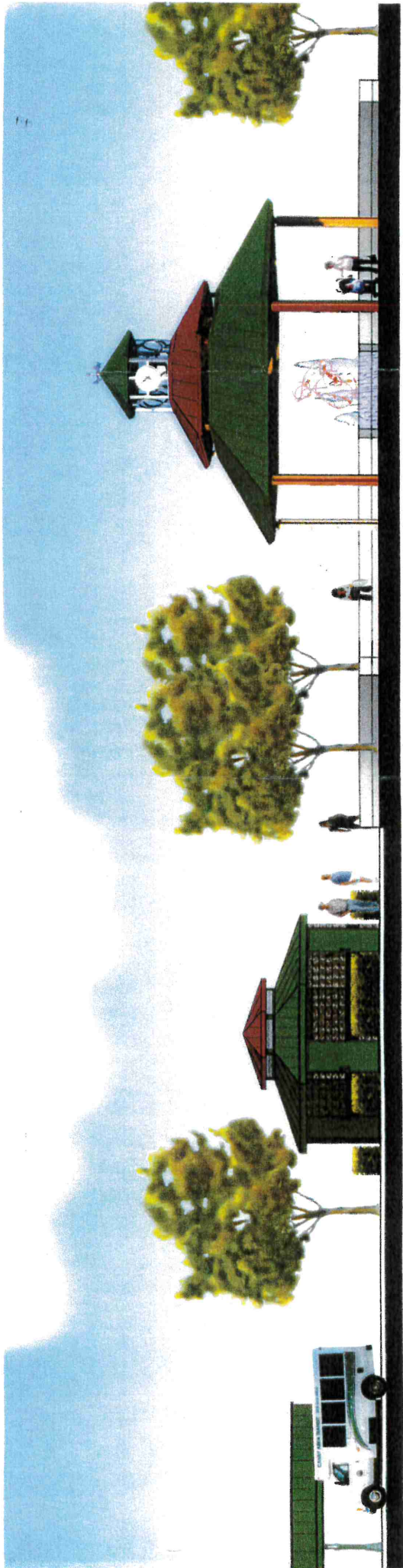
I plan on showing the Mayor and City Councilors on March 16th.

Attached is an artist's rendering of the plan, however please disregard the colors as they don't match the final design colors. I don't have a color copy of the public restroom building but I thought I would at least supply you with a schematic. I did find a copy of the gazebo and it is true to form and color, however we have no plans to put a bike at the top. That piece is still up for discussion. We also plan on leaving the pillars bare without the brickwork shown. Lastly, there is a copy of the proposed water feature for the middle of the gazebo. It is without a doubt first and foremost affordable and probably the most vandal proof thing we could put in the middle. We will also put seating benches around the inside of the gazebo for all of Canby's residents to enjoy.

Let me know if you see a problem with the 14th.

Thanks.





CANBY TRANSIT LOUNGE

CANBY, OR

Utility Plan

Code Compliance

Applicable Codes: 1991 ADAAG
2001 Building Code
2001 Electrical Code
2001 Plumbing Code

Type of Construction: V-N

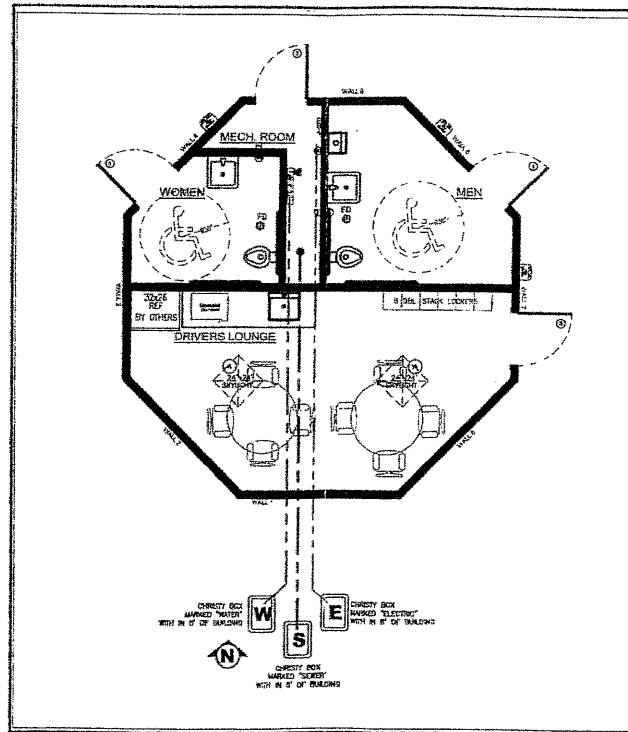
Description: Restroom & Lounge Building

Occupancy: B

Floor Area: 401 square feet

General Notes

- The structural design details herein are specific to the building size and module configuration shown on the floor plan of these drawings.
- Location of this building shall meet required property code set backs per local jurisdiction
- Handicap accessibility to this structure shall be in conformance with local code including all pathways, ramps and paths of travel for parking to building.
- Soil bearing requirement is 1000 psf, subgrade compaction at 90 percent.
- Building plumbing system is based upon full flow existing water service. Loss of required flow rate of 10 gpm or pressure below 35 psi may necessitate an intermediate well tank and check valve in line.



Design Development Index to Drawing

- CS-1 Title Sheet.
- ADA-1 Accessibility Compliance.
- A-1 Floor Plan, Elevations & Section
- A-2 Exterior & Interior Schedules
- A-3 Accessories & Door Schedules
- A-4 Plumbing & Electrical Schedules
- SP-1 Site Preparation Plan

Project Information

Site Address: CANBY TRANSIT LOUNGE
123 NW 2nd AVE
CANBY, OR

Dealer: THE PUBLIC RESTROOM CO.
639 Isbell Road, Suite 440
Reno, Nv. 89509
PH: 888-888-2060 - FAX: 888-888-1448
California Contractors License:
Class "B" #S22966
California DOH: #DL109895

Design Loads

Roof.....25 psf

Wind.....80 mph Exposure: "B"

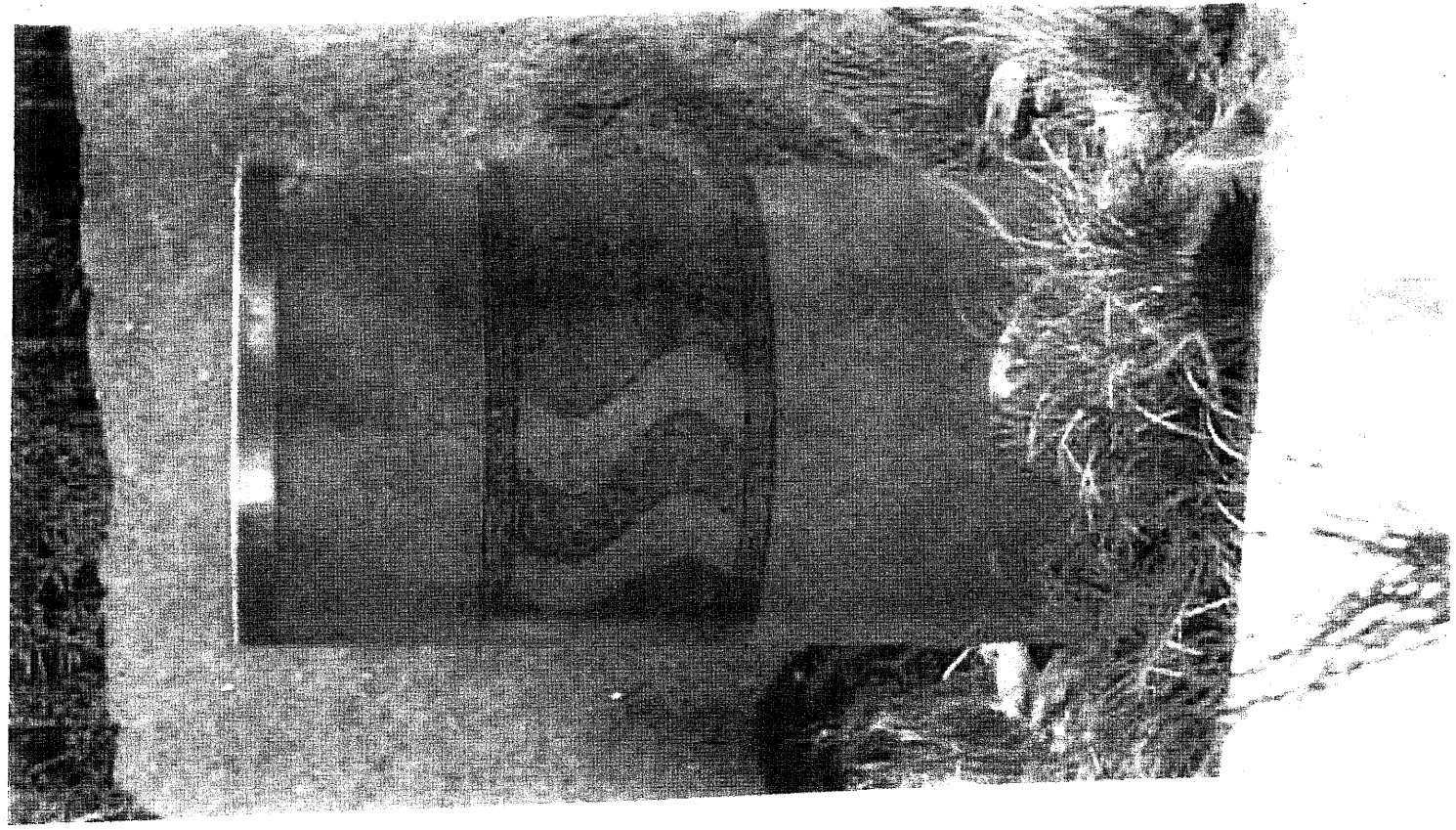
Floor.....Engineered Mat Slab

Seismic.....Zone 4

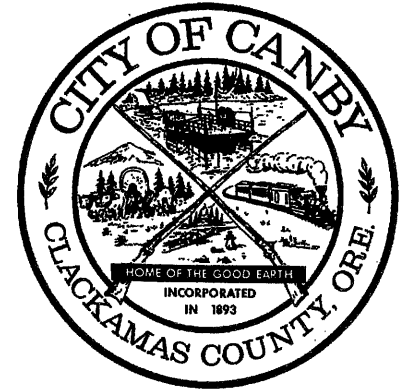
Minimum allowable soil pressure 1,000 psf

REV/DATE	DESCRIPTION	DATE	COPYRIGHT 2004 THE PUBLIC RESTROOM COMPANY THIS MATERIAL IS THE EXCLUSIVE PROPERTY OF THE PUBLIC RESTROOM COMPANY AND SHALL NOT BE REPRODUCED, USED OR DISCLOSED TO OTHERS WITHOUT THE WRITTEN PERMISSION OF THE COMPANY	RESTROOM DESIGN/04	THE PUBLIC RESTROOM CO. 639 Isbell Court, Suite 440, Reno, NV 89509 Tel: Fax: 1-888-888-2060, Fax: Toll Free: 1-888-888-1448	PROJECT OWNER: CITY OF CANBY TRANSIT DEPARTMENT 123 NW 2nd. AVE	PROJECT NAME & LOCATION: CANBY TRANSIT LOUNGE 100 NE. IVY STREET	SHEET NAME: DESIGN DEVELOPMENT	DWG. NO. 100 CS-1
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61



MEMORANDUM



TO: *Planning Commission*
FROM: *John W.*
DATE: *March 4, 2004*
RE: *March 14, 2004 PC Meeting*

We have been working with the School District on the items identified by the Commission on the 28th, but don't have anything to send out yet. We'll get materials to you as soon as they're available. I have attached my summary of the issues raised and potential solutions, which I wrote to assist the School District in their response.

I've been working with Margaret Yochem on the Transit Center design. Her plan does not trigger a Site & Design Review application because of the small size of the buildings and minimal amount of paving. However, because of the visibility of this project, she wanted to make sure the Commission is aware of what's going on. So, we've scheduled this as a new business item to keep you in the loop.

The 2nd phase of the Simmitt subdivision (Auburn Farms) was originally scheduled for this meeting, but has been put off until March 28 in order to work out some issues regarding park dedications and utility provision.

Regarding SMS Auto Fabrics' landscaping: Matilda says they have completed everything except the grass seeding. They are planning to wait on the seeding until spring (who knew spring would come in February this year?), and Matilda is OK with that. They have a bond in place in case they do not perform as required.

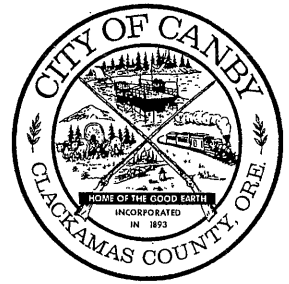
Finally, with Darren leaving things are a little crazy. We are starting the recruitment process now but it will be a while before we have a new person on board. In the meantime, call Matilda, Carla, or me if you have any questions and give us a moment or two to get back to you! Thanks.

NEW APPLICATIONS:

MLP 05-01 An application by Heidi Yorkshire to divide her property on SE 3rd Avenue north of S. Pine Street (this is the "cheese factory" property). I believe Heidi is doing this division in order to raise funds to build her project. Hearing scheduled for March 28.

DR 05-02 An application by Scott Salisbury to construct a mini-storage facility on S. Township Road between Rustbusters and Hot Off The Press. Hearing scheduled for March 28.

PLANNING COMMISSION AGENDA



March 14, 2005
7:00 PM - Regular Meeting
City Council Chambers
155 NW 2nd Avenue

I. ROLL CALL

II. CITIZEN INPUT ON NON-AGENDA ITEMS

III. PUBLIC HEARINGS

DR 04-09 / CUP 05-01 Canby Middle School - The applicant is requesting approval to construct a new Middle School on a 37 acre parcel located south of SE Township east of Trost Elementary School, currently zoned for residential development. Site plans propose to construct one middle school building with vehicle parking and bus transportation facilities. Site design also proposes construction of two soccer fields, two softball fields and one baseball field at the south portion of the site. The new school facility would accept approximately 1/2 of the current student body from Ackerman Middle School (initially estimated at 550 students). **Continued from 2-28-05** (materials to be delivered later)

IV. NEW BUSINESS

Update on Canby Transit Center plans

V. FINDINGS

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

SUB 05-02 Burden

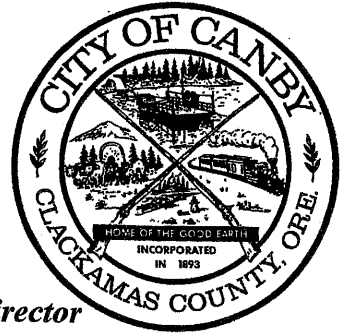
VI. MINUTES

February 28, 2005 (to be mailed later)

VII. DIRECTORS REPORT

VIII. ADJOURNMENT

MEMORANDUM



TO: *Canby School District*
FROM: *John R. Williams, Community Development & Planning Director*
DATE: *March 3, 2005*
RE: *Canby Middle School Conditional Use and Site & Design Review issues*
CC: *Mayor Thompson & City Council; Mark Adcock; Planning Commission; Canby Fire District; Bob Godon; Darren Nichols; Stacie Boyer*

There has been a lot of discussion lately surrounding the batting cages at Canby High School. So that everyone is on the same page, this memo summarizes the City's requirements for such structures. Please contact me if you have any questions.

- Site and Design Review (SDR) is required for any new building (this qualifies). The following exemptions from SDR could possibly apply to a batting cage structure:
 - Temporary public structures removed within two years of placement.
 - Accessory structures under 500 square feetOtherwise, SDR approval by the Planning Commission is needed. This could potentially be obtained as an intermediate modification to your previous SDR and conditional use approval for the entire high school site. Public notice would be required in either case.
- Whether or not SDR review is required, the structure must meet minimum setbacks from surrounding properties. The minimum setback required is three feet. It is my understanding that the current structure does not meet this requirement and is therefore in violation of city codes. Please note that we would recommend although not require setting such a large structure even farther back from surrounding homes. There is also a maximum height limitation of 22 feet.
- Building permits are required for permanent and temporary structures. However, I understand that a process exists for the Fire District to approve temporary tent and canopy structures, sidestepping the Building Code requirements of our office. Please contact the Fire District for more information. Prior to constructing any structure, I would always recommend checking in with the Building Official whether permits are required.

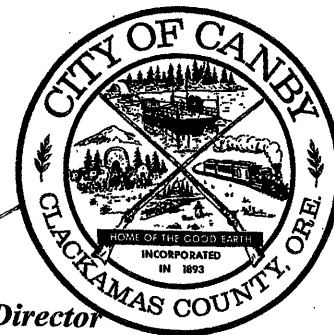
A related issue is the parking lot on S. Douglas Street. In the 1999 Design Review application for the clubhouse, the Planning Commission made the following finding regarding this lot:

"The applicant shall present plans for the vacant lot on S. Douglas Street (tax lot 41E4BD 6500) to the Planning Commission before the end of January 2001. These plans shall indicate whether the lot is to be used for parking or not. If the lot is to be used for parking, it must meet the City's landscaping and off-street parking standards, a five foot sidewalk including curb must be installed, and the submitted plans shall follow the requirements of CMC Section 16.49.150. If the lot is not to be used for parking, the plans

shall show the applicant's plan for preventing any parking on the lot. The Planning Commission shall review the applicant's plans and project time line as a new business item without charge to the applicant."

If the District wishes to change this finding, a modification application would be required (intermediate, with public notice). But it's important to note that this lot was originally approved for residential use, not for use as a parking lot. As far as I know, the Commission's 1999 decision was the first and only time the City has reviewed the use of this lot for parking and the above found to be needed in order to make the lot conform better with the neighborhood and mitigate impacts on the public street.

MEMORANDUM



TO: *Canby School District, BOORA, Planning Commission*
FROM: *John R. Williams, Community Development & Planning Director*
DATE: *March 3, 2004*
RE: *Canby Middle School Conditional Use and Site & Design Review issues*
CC: *Mayor Thompson & City Council; Mark Adcock; Darren Nichols; Canby Police; Canby Fire District*

A number of issues were brought up at Monday's hearing on the new Middle School. The Planning Commission asked the District to consider five particular items and return with a response. From this, I assume that everything else is satisfactory. Following is my summary of the issues called out by the Commission and staff's perspective on each.

- 1. Improved fire & police access around the site.** The School District worked with the Canby Fire District in designing the site and the record contains responses from the Canby Fire District and Canby Police Department indicating services would be adequate. The Fire District felt that the Logging Road was adequate to serve the back of the site assuming the three proposed grasscrete fire accesses were installed. However, the Planning Commission felt that additional provisions were needed to ensure that medical services and police patrols could more easily access and monitor the far fields and east end of the site. I will talk to the Police Chief to confirm they are OK with their access to the site; perhaps the School District could talk to Ron Yarbrough and obtain additional documentation for the record on CFD's service plan for the site (specific issues I heard relative to CFD service were having to drive the wrong way to enter the northern access road, inadequate paved width on the Logging Road, and inadequate access to the SE field).
- 2. Lighting on the Logging Road for security.** This is related to the police monitoring issue above. Staff believes, however, that the School District has done what's needed to meet Canby's code requirements. Although I think it would be great to have some light on the Logging Road for security, this is probably a city issue rather than a school responsibility.
- 3. Eliminate the east-west pathway on the south side of the fields.** I believe this pathway was originally recommended by city staff to ensure connectivity to and from Trost, the logging road, and future neighborhoods on the south side of the school site. However, if eliminating it would help financially to address the parking issues, staff would be open to this, since there is a connection to the Logging Road from the middle of the site.
- 4. Disconnect the south access to S. Teakwood Street.** As I said at the hearing, this connection has always been part of the City's Transportation Plan. However, when the

School District purchased the site it became clear that a “regular street” wouldn’t be appropriate. Staff still believes that a vehicular access here would be preferred. It will distribute trips more equitably to the new school site, rather than placing all trips from the south side of the school onto Redwood Street and further impacting residents there. There will be almost 80 acres (=400 homes?) of residential development eventually in Faist Farms and the properties to the east for which Teakwood is the only logical access to the school site. Otherwise, to drop off their children at the school, these residents would have to take 13th or 11th to Redwood to Township and back around. Teakwood has been designed with no homes fronting onto it for this exact reason. Additionally, the Fire District feels strongly about having two street accesses to the site.

Therefore, staff recommends maintaining the Teakwood connection if the school’s driveway (particularly between the main parking areas and Teakwood) is designed to strongly discourage cut-through traffic. The curved design and gateway signage are a good start, but other ideas may include a slow speed limit (15 mph?), speed humps, raised pedestrian crosswalks and/or corner bump-outs to narrow the road.

If this recommendation is not followed, staff would recommend at a minimum preserving emergency service access with a crash gate and pedestrian access with pathways.

5. **Additional parking for special events and sports.** The School District is required to obtain a conditional use permit for this site, which requires the Planning Commission to make a finding that the use “will not alter the character of the surrounding areas in a manner which substantially limits or precludes the use of surrounding properties.” The record contains extensive testimony that special events and sports create traffic safety issues and neighborhood headaches at other sites in Canby, so the Commission would be hard pressed to find that the proposed design will not negatively impact the Faist neighborhood. Staff agrees with the Commission that the issue should be addressed.

It’s true that the proposed site design meets our parking code requirements for a middle school. However, the fields will certainly be used for community sports and the school will be used for community and special events, uses which were not really anticipated by our parking code when it was adopted years ago (it currently bases parking standards on the number of school staff using the site). The Planning Commission and Planning staff appreciate what our schools do for this community by serving as community gathering places. We also understand that the District’s financial resources are limited and are interested in finding a reasonable solution to this problem.

Solutions mentioned at or after the public hearing include the following:

- a) Closing Teakwood St. to vehicles. Staff does not believe this will help with the parking issue, since pedestrian and emergency service connections will still allow people to park in the Faist area and walk to the fields or school.
- b) Creating a permit parking system in the neighborhood. Staff is concerned that this will create an enforcement burden on the Police Department and an administrative

burden on the residents and City Hall.

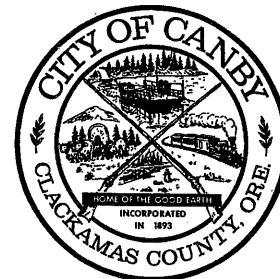
- c) Creating better connections to the Trost parking areas. Staff believes this could help some, particularly in combination with other ideas, but we think that the Trost lots are probably too far from the middle school and the fields to completely solve the problem.
- d) Conditioning limited parking or limited use of the fields on the school application. Staff does not recommend this approach either since the fields are needed community facilities and will be an asset to Canby. Requiring the school district or sports organizations to monitor and enforce parking rules is not realistic either.
- e) Signing the bus loop, Teakwood driveway connection, and other drive areas for after hours parking. Staff likes this idea and recommends the school district provide details showing how it would work, how many spaces would be provided, how pedestrians would access these spaces, and how emergency service and other vehicle access would work if cars were parked in these areas.
- f) Providing additional parking lots, either paved or unpaved. This is another preferred solution except for the cost to the District. Staff would be willing to work with the design team to locate overflow parking areas and review alternative surfaces for cost and feasibility, if needed.

Staff recommends that the design team consider concepts c, e, and f above and return to the Commission with some combination of these to address community and Commission concerns. It might be very helpful for everyone if we could make a realistic estimate of the average usage of the proposed sites by special events and sports to come up with a "target number" for parking spaces. Staff believes that if the District can find a way to accommodate average weekend and weeknight uses for sports and special events, then the neighborhood should be able to absorb a few larger infrequent special events. After all, the streets in this area are publicly owned.

Finally, one note: it appears that the District has modified the site design since submitting the plans distributed to the Commission (these have a date of December 20, 2004). For example, the circular mound in the center of the bus loop has apparently been deleted and a pathway has been added from Township Road to the Logging Road. Once any changes are made in response to items 1-5 above, I would like a "final set" to be assembled and provided to the Commission and public.

To summarize, I should emphasize that the Planning Commission and staff want this project to succeed. The School District and Canby community have put in a tremendous amount of work on this project and produced a school that Canby will be proud of. You have obviously gone far beyond the ordinary in designing the educational, environmental, and other aspects of this facility. Planning's role is only to review site and neighborhood compatibility issues and we are confident that we can find mutually agreeable solutions to the issues raised at Monday's hearing.

I will be out of the office at meetings all day Friday but will be checking my cell phone so call me if needed. Otherwise, let's meet early next week to move forward. Thanks.



**BEFORE THE PLANNING COMMISSION
OF THE
CITY OF CANBY**

A REQUEST FOR APPROVAL TO) FINDINGS, CONCLUSIONS & FINAL ORDER
SUBDIVIDE ONE INDUSTRIAL)
PARCEL OF 20.4 ACRES INTO 8) SUB 05-02
INDIVIDUAL BUILDING LOTS) (ZTEC / Burden Estate)

NATURE OF APPLICATION

The applicant seeks approval to partition one 20.4 acre industrial parcel into 8 separate tax lots for the sale and development of industrial building sites. Newly created parcels would continue to use existing access points until eventual industrial development is approved through Site and Design Review. The application meets zoning and comprehensive plan designations for the M-1, M-2 and I-O Zones.

HEARINGS

The Planning Commission held a public hearing to consider this application on February 28, 2005.

CRITERIA AND STANDARDS

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1. Conformance with the text and applicable maps of the Comprehensive Plan.
2. Conformance with other applicable requirements of the land development and planning ordinance.
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FINDINGS AND REASONS

The Planning Commission deliberated on all testimony presented at the February 28, 2005 public hearing, and includes the February 18, 2005 staff report. The Planning Commission accepts the findings in the February 18, 2005 staff report.

CONCLUSION

Based on the February 18, 2005 staff report, public testimony received at the February 28, 2005 public hearing and Commission deliberation, the Planning Commission concludes that:

1. The partition request, with appropriate conditions, is considered to be in conformance with the Comprehensive Plan;
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3. The overall design and arrangement of lots will be functional and will adequately provide building sites, utility easements, and access facilities deemed necessary for the development of the subject property without unduly hindering the use or development of adjacent properties.
4. Necessary public services are available or will become available through the development of the property to adequately meet the needs of the proposed partition.

ORDER

IT IS ORDERED by the Planning Commission of the City of Canby that **SUB 05-02** is **APPROVED** subject to the following conditions:

For the Final Plat:

1. A final partition plat modified to illustrate the conditions of approval shall be submitted to the City Planner for review and approval. The final partition plat shall reference this land use application: **City of Canby File Number SUB 05-02**
2. The final partition plat shall be a surveyed plat map meeting all of the specifications required by the Clackamas County Surveyor. The partition map shall be recorded with the Clackamas County Surveyor and with the Clackamas County Clerk; a final copy of

Findings, Conclusion and Final Order
SUB 05-02
Page 2 of 5

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3. New deeds and legal descriptions for the proposed parcels shall be prepared and recorded with the Clackamas County Clerk. A copy of the new deeds shall be provided to the Canby Planning Department upon recording.
4. All monumentation and recording fees shall be borne by the applicant.
5. Twelve (12) foot utility easements shall be provided for Lots 1-8 along all street lot lines in the proposed subdivision.

For Lots 5 – 8, ten (10) foot utility easements shall be provided along non-street exterior lot lines unless adjacent lots have recorded utility easements of four (4) or more feet, in which case the non-street exterior lot lines shall have six (6) foot utility easements. All interior lot lines shall have six (6) foot utility easements.

Pending approval of all utility and service providers, Lots 1 – 4 shall be recorded with ten foot public utility and access easements along the common north-south lot line in such a manner as to provide 20 feet of public utility access from S Sequoia Parkway to SE 4th Avenue.

Notes:

7. A final plat must be recorded with the Clackamas County Surveyor within one (1) year of the preliminary plat approval in accordance with Canby Ordinance 16.68.020. Mylar copies of the final plat must be signed by the City Planning Director prior to recording the plat with Clackamas County.
8. The subdivision plat shall not create any lot or lots not in conformance with the Canby Municipal Code. The applicant shall submit a final plat for approval by the City of Canby Planning Director.
9. The land divider shall follow the provisions of Section 16.64.070 Improvements, in particular, but not limited to, subparagraph (O) Bonds, which requires a surety bond, personal bond, or cash bond for any subdivision improvements not completed prior to the signing of the final plat. The bond or surety instrument shall authorize the City of Canby to fully complete all required improvements and recover the full cost of all required improvements.
10. Any relocation of existing utilities required due to construction of the development shall be done at the expense of the applicant.
11. The final plat must be submitted to the City within one (1) year of the approval of the preliminary plat according to Section 16.68.020.

12. The approval of this application shall be null and void if a final plat is not submitted to the County within six (6) months after signing of the plat by the chairman of the Planning Commission (Section 16.68.070).
13. All newly created parcels shall comply with the 200 foot access spacing standard outlined in the I-O Industrial Area Overlay Zone. Access spacing standards shall be reviewed and enforced at the time of Site and Design Review. Shared access may be required in order to comply with access spacing standards.
14. Permission to place one private water line in the public right of way may be granted permanently, granted temporarily or revoked pending discussion and a decision by City Staff and the City Attorney. All necessary easements and/or other documentation necessary to record said decision shall be provided by the applicant. A copy of all necessary materials shall be provided to the City of Canby prior to recording of the final plat.

I CERTIFY THAT THIS ORDER approving **SUB 05-02** was presented to and **APPROVED** by the Planning Commission of the City of Canby.

DATED this 14th day of March, 2005.

James R. Brown, Chair
Canby Planning Commission

Darren J. Nichols
Associate Planner

ATTEST:

ORAL DECISION – February 28, 2005

AYES: Brown, Ewert, Helbling, Lucas, Manley, Tessman

NOES: None

ABSTAIN: None

ABSENT: None

WRITTEN DECISION – March 14, 2005

AYES:

NOES:

ABSTAIN:

ABSENT: