

**JOINT CANBY CITY COUNCIL/CANBY PLANNING COMMISSION
WORKSHOP MINUTES
November 15, 2004**

Presiding: Mayor Melody Thompson

Council Present: Walt Daniels, Georgia Newton, Wayne Oliver, Randy Carson, and Teresa Blackwell.

Commission Present: Chair Jim Brown, Randy Tessman, John Molamphy, Tony Helbling, Dan Ewert and Geoffrey Manley

Staff Present: City Administrator Mark Adcock, Community Development & Planning Director John Williams, Project Planner Matilda Deas, Associate Planner Darren Nichols, and Office Specialist Etta Hartog.

Others Present. Canby Utility Board Member Jim Newton, Canby Utility General Manager, Dirk Borges, Canby Utility Assistant General Manager Karl Hansen, Gil Stenger, Buzz Weygandt, Jan & Lee Whitcomb, Bob Backstrom and David Howell.

Mayor Thompson called the session to order at 7:05 p.m.

The Canby City Council and Planning Commission met in a workshop session in the Omni Room at Canby High School to discuss Canby's land supply, future master planning and infrastructure provision.

Community Development and Planning Director John Williams reviewed projects currently underway. These included the North Redwood and NE Canby Master Planning master plans. Staff felt it was important for these and other reasons for the Commission and Council to work together to review infrastructure provision and policy directions. He then suggested a format for the workshop beginning with a presentation by Canby Utility Staff.

Canby Utility General Manager Dirk Borges presented an outline of projects undertaken by Canby Utility. He stated that Canby Utility had invested \$525,000 by installing conduits encased in concrete in Phase I of the industrial park. Their return on this investment was \$400,000. The theory of "build it and they will come" had not been realized. He believed that a more conservative approach should be used in the future.

A discussion began involving zoning, types of uses and businesses that would be suitable for the zoning designations. Issues for the industrial area included: location (distance from I-5 & I 205), lack of interest by high-end businesses, zoning and problems with limiting the uses. The Commission and Council agreed not to tighten the zoning regulations at this time because this could make it more difficult to bring in new businesses.

Planning Commission Chairman Jim Brown raised the issue of the ten failed annexations. A discussion followed regarding why the public had rejected these annexations. Those present

believed it was as a result of a number of issues including: inadequate schools, transportation infrastructure, inadequate paving/maintenance of city roads, water supply and livability. Mr. Williams stated he felt the "Quality of Life" survey should help the City Council and Planning Commission, as they will receive information from a random population.

Mr. Williams was asked about Measure 37 and the impact the City will have as a result. He responded stating that there are so many uncertainties right now. The measure is effective December 2, 2004. He will bring information to the Council and Commission as it becomes available.

Canby Utility Board Assistant General Manager, Karl Hansen reviewed the water situation in Canby. He said the Utility would try to refrain from installing any more dead-end lines, as they are difficult to maintain and flush when needed. From Canby Utility's perspective, no geographic areas are better than any others for residential development – all areas can be served. He said the Utility is always looking to purchase wells. He stated that any property developed or up for annexation should disclose any potential wells, and asked the City to consider requiring disclosure of well information upon annexation or development requests. Canby Utility needs more water for municipal use and they are discussing the possibility of separating irrigation water from drinking water. The City of Canby could experience a shortage of water after several hot dry days. Alternative sources need to become available. However, Canby Utility stated that the City should not consider water supply limitations when reviewing residential development applications. There could be issues with fire safety in the event the Utility shut the water off to a particular residence and that residence did not have the necessary water to fight a fire.

Mr. Williams inquired as to which direction the Council and Commission wished to go in future workshops. A discussion followed regarding the usefulness of the workshops, policy issues, buildable land issues and annexations. "Canby by Design" was discussed as a possible avenue to get back on track. Councilor Newton suggested that the Council review the industrial plan and work with the Director of Canby Business Revitalization, once hired, to market the industrial park. Mayor Thompson suggested that the Council meet in workshop session before their next meeting and make some policy decisions on the buildable land issues. The Commission also requested that the Council make decisions regarding annexation priorities, adequacy of transportation infrastructure, and school issues and convey those decisions to the Commission. No additional joint workshops were proposed at this time.

Mayor Thompson adjourned the regular session at 9:30 p.m.



Kimberly Scheafer
City Recorder Pro Tem



Melody Thompson
Mayor

Assisted with Preparation of Minutes – Etta Hartog

**Canby City Council/Planning Commission
Joint Workshop – November 15, 7-9 PM
Canby High School OMNI Room**

Topic: How infrastructure issues will affect future development in Canby.

Agenda

1. Presentation of background information by city staff. (15 minutes)
2. Presentation by Canby Utility: (1 hour)
 - a. Coordination of land use planning and infrastructure provision.
 - b. Service and operational issues that should be addressed in the City's planning decisions.
3. Discussion by Council and Commission. (30 minutes)
4. Next steps. (15 minutes)

Background

This workshop is important for several reasons:

1. Over the last year, the City Council and Planning Commission have individually discussed infrastructure issues and future development in great detail. In various public hearings and other settings, we've had extensive discussions about street maintenance, parks maintenance, water supply, school capacity, and other issues. Staff believes it is important for the Council and Commission to work on these issues together to develop mutual understanding and a coordinated approach. This will provide more certainty to applicants and make it easier for staff to provide good customer service to applicants and citizens.
2. The City and various service providers should work more closely on infrastructure planning and operational details. Although in general we work off the same plans and growth assumptions, there is sometimes a disconnect at the more detailed level. These issues often don't arise until applications are filed, at which point it's too late for the City to address it with zoning.
3. As part of our Periodic Review work plan the City needs to review and update its ABC annexation system. The Planning Commission has discussed this topic in four workshops held this summer and fall, and has directed staff to prepare an approach centered on master planning and infrastructure availability. Under the proposed system, areas proposed for annexation will need to demonstrate that they are either 1) in an area containing an approved master plan or 2) in a smaller infill area not needing a master plan. In addition, following the community survey this winter, staff will be working on a matrix allowing voters to review more information about how individual applications conform with the community's goals. We need to be proactive about utility provision and service details to properly implement these items.
4. As another part of periodic review a consultant team is reviewing and updating the Public Facilities and Services element of the Comprehensive Plan. Staff will use the discussion at this and future meetings to complete this project.

To address these issues we would like to hold a series of workshops in which we discuss infrastructure provision as it relates to future development and master planning. We have asked Canby Utility to be the focus of our first workshop. The Planning Commission and City Council will have the opportunity to hear what issues are on Canby Utility's radar screen and work on ways to integrate them into our planning. It should also make it easier to provide a coordinated and effective land use application review process as well.