

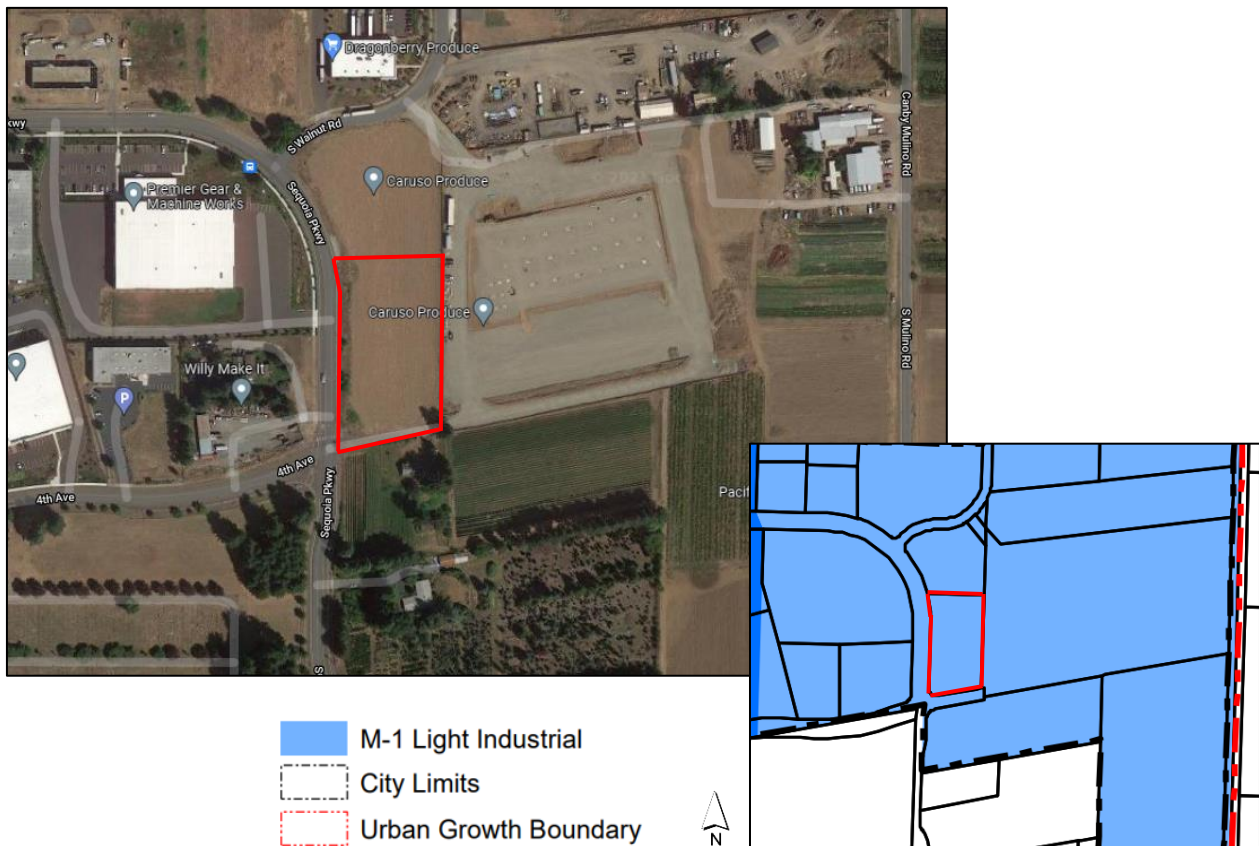


# City of Canby

## Staff Report Site and Design Review DR 21-11 Lucky Foods

**HEARING DATE:** January 10, 2022  
**STAFF REPORT DATE:** December 29, 2021  
**TO:** Planning Commission  
**STAFF:** Brianna Addotta, AICP - Associate Planner

Lucky Foods has submitted a Site and Design Review application proposing a 31,000 square foot concrete tilt-up building. The building program includes 3,000 square feet of office space and 28,000 square feet of manufacturing/warehouse space. Industrial operations on site would include loading and unloading of food products. Standard hours of operation would be from 7:00 am -6:30 pm, Monday through Sunday. Lucky Foods would employ a total of 52 employees split into two shifts.



### Property/Owner Information

**Location:** SE corner of SE 4<sup>th</sup> Avenue and S. Sequoia Parkway  
**Tax Lot:** 31E34 01709  
**Property Size:** 2.06 acres  
**Comprehensive Plan:** Light Industrial  
**Zoning District:** (M-1) Light Industrial & Canby Industrial Area Overlay  
**Owner:** Kathleen M Polley  
**Applicant:** CIDA Inc., Gavin Russell  
**Application Type:** Site and Design Review Type III  
**City File Number:** DR 21-11

### Existing Conditions

The project site is located on the undeveloped lot 31E34 01709, in Canby, OR, which is approximately 2.06 acres. The lot is zoned M-1 (Light Industrial) and is within the I-O (Industrial overlay). The site is a corner lot and has approximately 635 feet of frontage on Sequoia Parkway and 4th Avenue. Truck access to the site will be on an existing shared driveway off Sequoia Parkway and a new driveway is proposed off 4th Avenue for standard vehicle traffic.

### Project Overview

The proposed use is an industrial food processing facility. The building will be an approximately 31,000 square foot concrete tilt structure. The building program includes 3,000 square feet of office with the remainder of the building programmed for 28,000 square feet of manufacturing/warehouse.

The site is a corner lot and has approximately 635 feet of frontage on Sequoia Parkway and 4th Avenue. Semi-truck access to the site will be on an existing shared driveway off Sequoia Parkway and a new driveway is proposed off 4th Avenue for standard vehicle traffic. Thirty-one parking stalls are proposed at the south end of the property. The north end of the site will be utilized for truck docking and circulation. The main entry is proposed on the southwest corner of the building with connecting pedestrian paths to both streets. The project will also include new landscaping and stormwater management systems that meet zoning code requirements. An interim design for SE 4<sup>th</sup> Ave has been proposed pursuant to the 2009 development agreement with adjacent property owner Jean Rover.

### Staff Recommendation

Based on the application submitted and the facts, findings, and conclusions of this report, staff recommends **Approval** of DR 21-11 pursuant to the conditions of approval identified in Section IV of this Staff Report.

<b>Lucky Foods Food Processing Facility</b>	
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## STAFF FINDINGS

### Applicable Code Sections

Applicable criteria used in evaluating this application are listed in the following sections of the City of Canby's *Land Development and Planning Ordinance*:

- 16.08: General Provisions
- 16.10: Off-street Parking and Loading
- 16.30: M-1 Light Manufacturing Zone
- 16.41: I-O Canby Industrial Area Overlay Zone
- 16.43: Outdoor Lighting Standards
- 16.46: Access Limitation on Project Density
- 16.49: Site and Design Review

The following analysis evaluates the proposed project's conformance with applicable approval criteria and other municipal code sections, as listed above in the order that they appear in the Canby Municipal Code.

### **Section 16.08.160: Safety and Functionality Standards**

The City will not issue any development permits unless the proposed development complies with the City's basic transportation safety and functionality standards, the purpose of which is to ensure that development does not occur in areas where the surrounding public facilities are inadequate. At the time of development permit application submittal, the applicant shall demonstrate that the property has or will have the following:

- A. Adequate street drainage;
- B. Provides safe access and clear vision at intersections;
- C. Public utilities are available and adequate to serve the project;
- D. Access onto a public street with the minimum paved widths as stated in Subsection E below.
- E. Adequate frontage improvements as follows:
  - b. For collector, a minimum paved width of 20 feet along the site's frontage.
- F. Compliance with mobility standards identified in the TSP. If a mobility deficiency already exists, the development shall not create further deficiencies. (Ord 1340, 2011)

### **Finding:**

- A. The development includes design for adequate street drainage with sediment manholes and drywells as instructed by the City of Canby Public Works Operations group.
- B. The development includes site distance triangles for coordination with review with landscape and site design features located to provide safe and clear vision at entrances and exits.
- C. The proposal includes design and extension of public utilities that will adequately serve the

project. A preliminary utility plan showing these connections has been submitted as part of the application.

- D. The proposal includes half street improvements to S Sequoia Parkway (a collector street) to meet the City and County design standards, including access widths.
- E. The street to the south of the property is SE 4<sup>th</sup> Avenue. This portion of SE 4<sup>th</sup> Ave is approximately 184' in length. Due to a 2009 Development Agreement, the applicant is restricted to improving only the northern 16' of the portion of SE 4<sup>th</sup> Ave adjacent to the site. The remainder of the right of way width is held in its current configuration until the owner of the property to the south (388 S Walnut St. or the "Rover property") elects to develop their land. At that point, the owner of the Rover property will be required to complete the right-of-way improvements on SE 4<sup>th</sup> Avenue in line with the standards for a collector street. The applicant has worked with the City to determine the best interim configuration for the portion of right-of-way they can control.

The proposed configuration utilizes the existing curb and will meet the dimensional standards for a 'low volume local road' in order to provide adequate access to the applicant as well as the tenants of the Rover property as required by law. The improvements include a 6' sidewalk, 5.5' planter strip, and 8' travel lanes providing two way traffic. Importantly, there will be no through access on SE 4<sup>th</sup> Avenue. A physical barrier exists currently to prevent through traffic and will be improved by the applicants as part of their development, in accordance with Canby Fire Department and the City transportation consultant. There will also be adequate signage noting local access only with a speed limit of 10 MPH.

Staff acknowledge this unique situation and believe the proposed configuration is best in terms of safety, required access, and deference to the 2009 Development Agreement. It also preserves the existing curb to the north and will require minimal reconfiguration when the property to the south completes the improvements; namely repainting the travel lanes and removing signage.

The 2009 Development Agreement and proposed cross section of SE 4<sup>th</sup> Ave are included as Attachments to this report.

- F. The development will be in compliance with the mobility standards found in the TSP. Sidewalks with ADA ramps will be provided with the proposed street improvements to mitigate mobility deficiencies at the intersection of S Sequoia Parkway and SE 4<sup>th</sup> Avenue

Planning Staff finds this request, as conditioned is consistent with applicable provisions of the Canby Municipal Code.

**Section 16.10: Off-Street Parking and Loading**

**16.10.050 Parking standards designated**

Parking

Warehousing/Manufacturing: 2.00 spaces per 1,000 gross square feet of office space, plus 1.00 space per 1,000 gross square feet of non-office manufacturing space. Minimum of 5 parking spaces overall.

**Finding:** Minimum parking requirements have been calculated and are displayed in the table below. The applicant has provided a site plan showing compliance with the required parking calculations including providing 34 parking spaces. Planning Staff finds this request is consistent with applicable provisions of the Canby Municipal Code.

Lucky Foods Parking Requirements			
Land Use	Square Feet	Parking Ratio	Parking Required
Office	3,000	2/1,000 sq ft	6 spaces
Warehouse	28,000	1/1,000 sq ft	28 spaces
		<b>Total</b>	<b>34</b>
		<b>Proposed</b>	<b>34</b>

Loading

As identified in Section 16.10.050 of the Municipal Code loading requirements in the M-1 zoning district are as follows:

SQUARE FEET OF FLOOR AREA	NUMBER OF BERTHS
Less than 5,000	0
5000 – 25,000	1
25,000 – 60,000	2
60,000 and over	3

**Industrial Loading Berths**

**Minimum Dimensions:**

**12’x60’x14’**

**Finding:** The applicant has proposed a total of 7 loading berths on the north elevation of the building. The proposed berths meet minimum dimensional standards. Planning Staff finds this request is consistent with applicable provisions of the Canby Municipal Code.

**16.10.080: Parking Lots and Access**

Parking Lots

A parking lot, whether as accessory or principal use, intended for the parking of automobiles or trucks, shall comply with the following:

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

2. Parking stalls of eight (8) feet in width and sixteen (16) feet in length for compact vehicles may comprise up to a maximum of thirty (30) percent of the total number of parking stalls. Such parking stalls shall be marked "Compact Parking only" either on the parking surface or on a sign in front of the parking stalls.
3. Areas used for standing or maneuvering of vehicles shall have paved asphalt, concrete, solid concrete paver surfaces, or paved "tire track" strips maintained adequately for all weather use and so drained as to avoid the flow of water across sidewalks or into public streets, with the following exception:
  - a. N/A
  - b. Use of permeable surfacing materials for parking lots and driveways is encouraged whenever site and soil conditions make permeable surfacing
4. The full width of driveways must be paved in accordance with (3) above: a. For a minimum of 20 feet from the right-of-way line back into the private property to prevent debris from entering public streets, and b. To within 150 feet of all portions of the exterior wall of the first story of any structure(s) served by the driveway to ensure fire and emergency service provision.
5. Except for parking to serve residential uses, parking areas adjacent to or within residential planning districts or adjacent to residential uses shall be designed to minimize disturbance of residents. Artificial lighting, which may be provided, shall be so deflected as not to shine or create glare in any residential planning district or on any adjacent dwelling, or any street right-of-way in such a manner as to impair the use of such way.
6. Groups of more than four (4) parking spaces shall be so located and served by driveways that their use will require no backing movements or other maneuvering within a street right-of-way other than an alley.
7. Off-street parking areas, and the accesses to them, shall be designed and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress and the maximum safety of pedestrian and vehicular traffic on the site and in adjacent roadways. The Planning Director or Planning Commission may require engineering analysis and/or truck turning diagrams to ensure safe and efficient traffic flow based on the number and type of vehicles using the site, the classification of the public roadway, and the design of the parking lot and access drives.
8. Parking bumpers or wheel stops shall be provided to prevent cars from encroaching on the street right-of-way, adjacent landscaped areas, or adjacent pedestrian walkways.
9. Accessible parking shall be provided, constructed, striped, signed and maintained as required by ORS 447.233 and all Oregon Structural Specialty Code requirements.

**Finding:** The applicant has provided a site plan showing compliance with the dimensional standards for parking lots. 30% of the required parking spots will be compact. The design of the parking lot is such that the employees' personal vehicles are kept away from the loading area as much as feasible for safety and included pedestrian connection to the building.

## Access

1. The provision and maintenance of vehicular and pedestrian ingress and egress from private property to the public streets as stipulated in this ordinance are continuing requirements for the use of any structure or parcel of real property in the City of Canby. No building permit or other permits shall be issued until scale plans are presented that show how the ingress and egress requirement is to be fulfilled. Should the owner or occupant of a lot or building change the use to which the lot or building is put, thereby increasing ingress and egress requirements, it shall be unlawful and a violation of this ordinance to begin or maintain such altered use until the required increase in ingress and egress is provided.
2. N/A
3. All ingress and egress shall connect directly with public streets.
4. N/A
5. Required sidewalks shall extend from the ground floor entrances or the ground floor landing of a stairs, ramps or elevators to the sidewalk or curb of the public street or streets that provide the required access and egress.
6. To afford safe pedestrian access and egress for properties within the city, a sidewalk shall be constructed along all street frontages, prior to use or occupancy of the building or structure proposed for said property. The sidewalks required by this section shall be constructed to city standards except in the case of streets with inadequate right-of-way width or where the final street design and grade have not been established, in which case the sidewalks shall be constructed to a design, and in a manner approved by the Site and Design Review Board. Sidewalks approved by Board may include temporary sidewalks and sidewalks constructed on private property; provided, however, that such sidewalks shall provide continuity with sidewalks of adjoining commercial developments existing or proposed. When a sidewalk is to adjoin a future street improvement, the sidewalk construction shall include construction of the curb and gutter section to grade and alignment established by the Site and Design Review Board.
7. The standards set forth in this ordinance are minimum standards for access and egress, and may be increased through the site and design review process in any particular instance where the standards provided herein are deemed insufficient to protect the public health, safety and general welfare. (Ord. 890 section 12, 1993; Ord. 1237, 2007; Ord. 1338, 2010)

**Findings:** The development proposes two ingress and egress driveways connected to public streets. The driveway to the north is an existing shared driveway that will be maintained. The parcel to the south of the facility is occupied by a residential use and takes access off the currently unimproved portion of SE 4<sup>th</sup> Avenue. The proposed access for this development off of 4<sup>th</sup> Ave is possible to achieve safely with the dimensions proposed for right of way improvements, while respecting the 2009 Development Agreement and the existing access that residential property utilizes.



The proposed site has frontage over 250ft and is on a corner lot. The applicant has stated the industrial operations require drive-through access at the loading area as well as appropriate pedestrian access. The proposed development has located the necessary driveway accesses to maintain the minimum access spacing requirements in the CMC. The industrial operations require drive through access at the yard and the building as well as appropriate pedestrian access.

The development has designed the public sidewalks within the right-of-way to be constructed to meet the applicable City design standards. A Condition of Approval has been included to ensure asphalt transitions will be coordinated with the City prior to construction.

### *Driveways*

- a. Access to private property shall be permitted with the use of driveway curb cuts. The access points with the street shall be the minimum necessary to provide access while not inhibiting the safe circulation and carrying capacity of the street. Driveways shall meet all applicable guidelines of the Americans with Disabilities Act (ADA). Driveway distance shall be measured from the curb intersection point [as measured for vision clearance area (16.04.670)]. Distances to an intersection shall be measured from the stop bar at the intersection.
- b. Driveways shall be limited to one per property except for certain uses which include large commercial uses such as large box stores, large public uses such as schools and parks, drive through facilities, property with a frontage of over 250-feet and similar uses.
- c. Double frontage lots and corner lots may be limited to access from a single street, usually the lower classification street. Single family residential shall not have access onto arterials, and shall have access onto collectors only if there is no other option.
- d. If additional driveways are approved by the City Administrator or designee, a finding shall be made that no eminent traffic hazard would result and impacts on through traffic would be minimal. Restrictions may be imposed on additional driveways, such as limited turn movements, shared access between uses, closure of existing driveways, or other access management actions.
- e. N/A
- f. Driveway widths shall be as shown on the following table.
- g. Driveway spacing shall be as shown in the following table.
- h. Curb cuts shall be a minimum of five feet from the property line, unless a shared driveway is installed. Single driveways may be paved up to an adjacent property line but shall maintain a five (5) foot separation from the side property line where the driveway enters the property. Driveways shall not be constructed within the curb return of a street intersection. Deviations may be approved by the City Administrator or designee.
- i. For roads with a classification of Collector and above, driveways adjacent to street intersections shall be located beyond the required queue length for traffic movements at the intersection. If this requirement prohibits access to the site, a driveway with restricted turn movements may be

permitted.

j. N/A

k. N/A

10. When considering a public facilities plan that has been submitted as part of site and design review plan in accordance with this ordinance, the city Public Works Supervisor may approve the location of a driveway closer than fifty (50) feet from the intersection of collector or arterial streets, based on written findings of fact in support of the decision. Said written approval shall be incorporated into the recommended decision of the City Planner for the site and design review plan under the process set forth.

11. N/A

**Finding:** The proposed driveways will be constructed to the applicable design standards. The driveway on the northern side of the property is an existing shared driveway that meets current standards and will be maintained. The proposed development has located the necessary driveway accesses to maintain the minimum access spacing requirements outlined by the City.

#### **Section 16.32: M-1 Light Industrial Zone**

As listed in Section 16.32.010 of the Canby Municipal Code, uses permitted outright in the M-1 zone include a broad range of light industrial uses. “Manufacturing” and “Business or professional office, when related and incidental to primary industrial use” are both allowed outright in the M-1 zone.

**Finding:** The development standards in Section 16.32.030 are shown to be met on the preliminary site plan, including minimum lot size and dimensions, setbacks, and structure height.

For the above reasons, Planning Staff finds this request is consistent with applicable provisions of the Canby Municipal Code.

#### **Section 16.35: I-O Canby Industrial Area Overlay Zone**

The project site is located within the Canby Industrial Area Overlay Zone, a designation which is intended to provide efficient circulation and access, allow flexibility in siting development, including a range of industrial and commercial/industrial land uses, provide visual continuity for streetscapes and developments, and encourage durable, high quality building materials.

**Finding 4:** The applicant has provided a completed Industrial Design Overlay Matrix showing compliance with the four sections of design standards required in the overlay; parking, transportation/circulation, landscaping, and building appearance and orientation. The matrix is supported by the submitted site plan and elevations of the proposed structure and can be found at the end of the Land Use application attached to this report.

CRITERIA	Possible Scores
<b>Parking</b>	
Parking areas located to the side or rear of buildings as viewed from public right-of-way: <50% of parking spaces=0; 50%-75%=1; 75%-100%=2.	0 1 2
Increase minimum interior parking lot landscape over the base 15%: 15%-18%=0; 18%-22%=1; >22%=2.	0 1 2
Increase the base number of trees required by 16.49.120 (all landscape islands must contain 1 tree, 1 tree for every 40' along the required setback): 100%-105% of base requirement=0; 105%-110% of base requirement=1;>110%=2; (# of trees proposed/# of trees required x100=% of base requirement)	0 1 2
Number of parking spaces provided: (% of required minimum): >110%=0; 110%-105%=1; 105%-100%=2. See Table 16.10.050 for required parking. (# of spaces proposed/# of spaces required x100=% of required minimum)	0 1 2
<b>Minimum Acceptable Score</b> <span style="float: right;"><b>4 points</b></span>	<b>4</b>

<b>Transportation/Circulation</b>	
Design private, on-site pedestrian pathways: 6' painted ways=0; 6' brick/paver ways=1; 6' brick/paver & raised concrete ways=2	0 1 2
Number of pedestrian connections between the street sidewalk and internal circulation system: One connection = 0 Two or more connections = 1	0 1 2
<b>Minimum Acceptable Score (some provisions may not apply) 2points</b>	<b>3</b>

<b>Landscaping</b>	
Trees installed at 3 inch caliper: <25% of trees=0; 25%-50%=1; 50%-100%=2.	0 1 2
Usable outdoor amenity provided with development (e.g., water features, plazas, seating areas, and similar features): no=0; yes=1; yes and for public use =2.	0 1 2

Amount of grass (less grass is better) (% of total landscaped area)>50%=0; 25%-50%=1; <25%=2	0 1 2
<b>Minimum Acceptable Score</b> <span style="float: right;"><b>3 points</b></span>	<b>3</b>

<b>Building Appearance and Orientation</b>	
Building orientation at or near the street: parking or drive separates building from street=0; at least 20% of elevation within 5 feet of minimum setback=1; at least 20% of elevation is at minimum setback=2.	0 1 2
Building entrances visible from the street: no=0; yes=1.	0 1
Buildings use quality materials: concrete, wood, or wood siding=0; concrete masonry, stucco, or similar material=1; brick or stone=2.	0 1 2
Articulation and/or detailing to break up large building surfaces and accentuate the building entrance(s): no=0; yes=2.	0 2
<b>Minimum Acceptable Score</b> <span style="float: right;"><b>4 points</b></span>	<b>6</b>

For the above reasons, Planning Staff finds this request is consistent with the applicable provisions of the Canby Municipal Code.

### **Section 16.43: Outdoor Lighting Standards**

Properties zoned M-1 are subject to Lighting Zone 2 outdoor illumination standards. This zone allows medium ambient illumination, and includes standards for brightness, location and height of lighting fixtures.

**Finding:** A lighting plan and fixture detail sheets have been provided by the applicant and show compliance with LZ2 standards and is included in the Plan set attached to this report.

### **Section 16.49: Site and Design Review**

In review of a Type III Site and Design Review Application, the Board shall, in exercising or performing its powers, duties or functions, determine whether there is compliance with the following:

1. The proposed site development, including the site plan, architecture, landscaping and graphic design, is in conformance with the standards of this and other applicable city ordinances insofar as the location, height and appearance of the proposed development are involved; and
2. The proposed design of the development is compatible with the design of other developments in the same general vicinity; and
3. The location, design, size, color and materials of the exterior of all structures and signs are compatible with the proposed development and appropriate to the design character of other structures in the same vicinity.
4. The proposed development incorporates the use of LID best management practices whenever feasible based on site and soil conditions. LID best management practices include, but are not limited to, minimizing impervious surfaces, designing on-site LID stormwater management facilities, and retaining native vegetation.
5. The Board shall, in making its determination of compliance with this Ordinances, shall use the matrix in Table 16.49.040 to determine compatibility unless this matrix is superseded by another matrix applicable to a specific zone or zones under this title. An application is considered to be compatible with the standards of Table 16.49.040 if the following conditions are met: a. The development accumulates a minimum of 60 percent of the total possible number of points from the list of design criteria in Table 16.49.040; and b. At least 10 percent of the points used to comply with (a) above must be from the list of LID Elements in Table 16.49.040.
6. Street lights installation may be required on any public street or roadway as part of the Design Review Application.

**Finding:** The proposed building is compatible with the surrounding context of the project site, including the height, massing, scale, and character of other light industrial buildings in the area. Existing utilities are sufficient to serve the new building as shown on the preliminary utility plan. The design review matrix for the I-O overlay substitutes for the general design matrix provided in CMC 16.49. For the above reasons, Planning Staff finds this request is

consistent with applicable provisions of the Canby Municipal Code.

**Bicycle and Pedestrian Facilities.** The applicant has proposed 5 bicycle parking spaces, which meets the minimum standard of (0.15 spaces per 1,000 square feet) for Industrial manufacturing use according to the square footage of the building:

$$31,000 \text{ sq ft} / 1,000 = 31 \times 0.15 = 4.65 = 5 \text{ spaces}$$

These spaces are located just south of the primary entrance to the building and are accessible via private sidewalk without interruption.

**Landscaping.** The M-1 zone is an industrial zone that requires 15% site landscaping at minimum, with 15% of that figure allocated to landscaping in the parking area. The applicant has provided a landscape plan showing 21.5% total site landscaping, 22% of which is located in the parking area. Conditions of Approval are included to ensure irrigation is installed and vegetation is kept in good health or replaced during the life of the development.

### **Public and Agency Comments**

Notice of this application and the opportunity to provide comment was forwarded to property owners and residents within a 500-foot radius and to applicable public agencies.

- Comments from Jean Rover, owner of 388 S. Walnut to the south, provided comments and questions about how 4<sup>th</sup> Avenue will be handled in light of the Rover Development Agreement. The full comment and Development Agreement is attached to this report.

### **Conclusion & Recommendation**

Staff concludes that the use is in conformance with the City's Comprehensive Plan and the Zoning Ordinance. Additionally, the relevant site and design standards and minimum acceptable compatibility scores are met, and the site can accommodate the proposed use. The public service and utility provision to the site is available. Staff recommends approval of DR 21-11 subject to meeting the conditions of approval listed below.

Approval of this application is based on submitted application materials. Approval is strictly limited to the submitted proposal and is not extended to any other development of the property. Any modification of development plans not in conformance with the approval of application DR 21-11, including all conditions of approval, shall first require an approved modification in conformance with the relevant sections of the Canby Municipal Code.

### **Conditions of Approval**

#### **Public and Utility Improvements:**

1. Sanitary sewer service shall be extended to serve the facility to the satisfaction of the City Engineer and the Public Works Department. (Public Works/City Engineer)
2. Water and electric service shall be extended to serve the facility to the satisfaction of the City

Engineer and Canby Utility. Water services shall be constructed in conformance with Canby Utility requirements. (Public Works/City Engineer)

3. Water services and fire protection shall be constructed in conformance with Canby Utility and Canby Fire requirements. The applicant shall coordinate directly with these agencies. (Canby Utility; Canby Fire)
4. The applicant shall improve 4<sup>th</sup> Avenue adjacent to the project site consistent with the 'local low volume street' standard, including a 6' sidewalk, 5.5' planter strip, and 8' travel lanes providing two way traffic. There will be no through access on SE 4<sup>th</sup> Avenue; physical barriers will be improved by the applicants as part of their development, in accordance with Canby Fire Department and the City transportation consultant. Signage denoting local access only with a speed limit of 10 MPH is required. (Public Works/City Engineer)

**Project Design/Site Plan Approval:**

5. All proposed lighting shall meet the standards described in Chapter 16.43 and must have cut-off shielding and be installed as shown in the submitted design drawings. (Planning)

**Building Permits:**

6. The project applicant shall apply for Clackamas County Building permits and a City of Canby Erosion Control Permit from the Canby Public Works Department. Clackamas County Building Codes Division will provide structural, electrical, plumbing, and mechanical plan review and inspection services for construction of the project (B. Addotta)

**Prior to Occupancy:**

7. Pursuant to Subsection 16.49.060 of the Canby Municipal Code, Site and Design Review Board approvals shall be void after twelve (12) months unless: A building permit has been issued and substantial construction pursuant thereto has taken place, as defined by the state Uniform Building Code; or the Planning Department finds that there have been no changes in any Ordinances, standards, regulations or other conditions affecting the previously approved project so as to warrant its resubmittal. (Ord. 848, Part III, Section 4, 1091). (Planning)
8. An erosion control and a grading permit will be required from the City of Canby prior to any on-site disturbance. (Planning)
9. The project applicant shall apply for a City of Canby Site Plan Permit, Clackamas County Building permits (including grading permits), and a City of Canby Erosion Control Permit prior to project construction. (Planning/Public Works)
10. Clackamas County Building Services will provide structural, electrical, plumbing, and mechanical plan review and inspection services. (Clackamas County Building Services)
11. Construction plans shall be designed and stamped by a Professional Engineer registered in the State of Oregon. (City Engineer)
12. The applicant shall submit signage applications to the City for any future signs. Proposed signs

shall conform to provisions of Chapter 16.42 of the CMC and shall secure a building permit from Clackamas County Building Services prior to their installation if applicable. (Planning)

- 13.** A narrative with accompanying materials shall be provided during the final certificate of occupancy process that demonstrates how the project is consistent with the conditions of approval stated in this Staff Report. (Planning)
- 14.** Prior to occupancy, all parking striping, wheel stops, ADA space requirements, landscaping and signage shall be installed and inspected. (Planning)