

MINUTES
CANBY PLANNING COMMISSION
7:00 PM – February 14, 2022
City Council Chambers – Virtual Meeting via Zoom

PRESENT – Commissioners Michael Hutchinson, Jason Padden, Judi Jarosh, Chris Calkins, and Dan Ewert

ABSENT – James Hieb

STAFF – Don Hardy, Planning Director, Brianna Addotta, AICP, Associate Planner, and Erik Forsell, AICP, Associate Planner

OTHERS – Larry Burich, Ben Winegar, Casey Cunningham, Walt Kruse, Kamal Salem, Kina Voelz, Jim Bernklau, Frank Angelo, Tricia Nugent, Shayna Rehberg, and Tyson Hemrich

The Planning Commission and Planning staff attended this meeting virtually via Zoom.

1. CALL TO ORDER

Chair Padden called the meeting to order at 7:00 P.M.

Chair Padden said Commissioner Mills had resigned from the Planning Commission.

2. CONSENT ITEMS – None

3. CITIZEN INPUT ON NON-AGENDA ITEMS – None

4. NEW BUSINESS

a. Discussion of Planning Commission start times for future hearings

There was discussion regarding starting meetings earlier and adding Work Sessions at the end of meetings if there was time.

Motion: A motion was made by Commissioner Ewert and seconded by Commissioner Jarosh to approve a 6:00 p.m. Planning Commission meeting start time, beginning March 14, until further notice. Motion passed 5/0.

5. PUBLIC HEARINGS

a. **Mark's Place Subdivision (SUB 21-03)**

A request for approval of a residential Subdivision on approximately 55 acres, which would consist of a ±167-unit mixed density single family subdivision with associated public improvements, park land, open space, and linear trails. The overall development scheme closely matches what was approved as part of the Development Concept Plan (DCP) approved in late 2021 (City Files ANN 21-01/ZC 21-02). The proposal contains a variety of lot sizes and dimensions as part of the overall development pattern.

Motion: A motion was made by Commissioner Hutchinson and seconded by Commissioner Jarosh to continue the public hearing for Mark's Place SUB 21-03 to February 28, 2022. Motion passed 5/0.

There was discussion regarding giving the Commission advanced notice in the future if staff was aware of a continuance.

b. Canby High School Improvements and New Wing (DR 21-13/CUP 21-01)

A request for Conditional Use and Design Review for a 32,000, two-story addition to Canby High School. The new wing would house new classrooms and support space and would be located at the southeast portion of the building. Several outbuildings (10,300 square feet in total) that are currently used for Custodial and Storage functions would be demolished to accommodate the new addition. Associated site work would include landscaped areas, stormwater treatment, storage, and other upgrades.

Chair Padden opened the public hearing and read the hearing statement. He asked if any Commissioner had conflicts of interest or ex parte contacts to declare. Commissioner Ewert had visited the site. Commissioner Calkins had children who attended the high school.

Brianna Addotta, Associate Planner, presented the staff report. This was a request for design review and conditional use permit for a new two story wing at Canby High School. She discussed the subject site, proposal, site plan, elevations, renderings, applicable criteria, R-1 dimensional standards, proposed parking spaces which was below the standard, outdoor lighting which did not meet code for light trespass, agency and public comments, and conditions of approval. Staff recommended approval of the application.

There were questions regarding the timing for the lighting and new building extending over the property line.

Applicants: Larry Burich, Canby School District, spoke about the School Bond that had recently been approved and would be used for this needed renovation to the high school.

Shayna Rehberg, Angelo Planning Group, gave a background on the project and existing site.

Kina Voelz, Mahlum Architects, explained the proposed site plan, lighting, landscaping, and building design.

Ms. Rehberg discussed parking, transportation, and support for the findings, conditions, and recommended approval.

Proponents: None

Opponents/Neutral: None

Commissioner Ewert questioned the low enrollment projections. He thought more parking was needed. Motion sensors on the lights near the houses by the emergency access would be a problem. He thought they needed to shield those lights away from the houses.

Frank Angelo, Angelo Planning Group, said the enrollment figures reflected the Long Range Facility Plan assumptions which showed the enrollment would remain flat. Most school districts were experiencing the same thing.

Chair Padden noted Canby was not affordable for young families.

Casey Cunningham, representing the School District, said they would be open to a condition for shields. The motion sensors were for the doors and for light for the security cameras. Ms. Voelz said there would be shields and the lights were only down-pointing lights. The margin of spillover would be half a lot. It would be minimal. Instead of a motion sensor, they could put the lights on a photo cell that would come on at sunset and off at sunrise.

Ms. Addotta suggested a condition to work with the Fire and Police Departments and require a Type I lighting plan to be approved by staff.

Commissioner Calkins asked about the staff parking that would be removed and where staff would park. Mr. Burich explained they would park in areas which were currently vacant.

Commissioner Calkins asked how many available spaces there would be. Ms. Rehberg said there would be 225 spaces. Mr. Winegar said not all the parking spaces were being used now.

Chair Padden asked if there was a contingency if there was a demand for more parking. Ms. Rehberg said they could use management techniques or limiting it to juniors and seniors.

Commissioner Calkins asked what the purpose of the new wing was if there was a flat enrollment. Mr. Cunningham said it was to modernize the school, not expand it. He explained the fresh air ventilation and less crowded classrooms.

Commissioner Jarosh thought parking would be needed for events as people would park in the neighborhood.

Chair Padden closed the public hearing.

Commissioner Hutchinson said enrollment had been the same for several years. Regarding parking, there were areas that were vacant and could be used for staff. The only time there was a shortage of parking was at graduation. Regarding lighting, he explained the current area that would be used for the emergency access and how the lights spilled in all directions and the neighbors had put up arborvitae to block them. There would be energy savings with the new lights and the lights would be directed downward.

Chair Padden suggested including other parking locations in their long range plan.

Motion: A motion was made by Commissioner Ewert and seconded by Commissioner Calkins to approve Canby High School Improvements and New Wing DR 21-13/CUP 21-01, with the condition that the applicant shall coordinate with the Canby Fire Department and Canby Police Department to determine the minimum acceptable lighting standards for safety and access for emergency services. A Type I Site Plan application providing lighting specifications pursuant to CFD and CPD coordination was required before the site plan approval. Motion passed 5/0.

6. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. The next Planning Commission meeting will be held on February 28, 2022, at 7:00 P.M.

Mr. Hardy discussed items that would be coming before the Planning Commission.

There was discussion regarding City emails and food cart pod code.

7. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION

Commissioner Ewert suggested not holding meetings on holidays.

8. ADJOURNMENT

Motion: A motion was made by Commissioner Jarosh and seconded by Commissioner Ewert to adjourn the meeting. Motion approved 5/0.

Meeting adjourned at 8:54 P.M.