



**City of Canby – Development Services
Planning Department
222 NE 2nd Avenue / PO Box 930
Canby, OR 97013 Main Line: 503-266-7001**

Sent Via Email and/or Mail

Date: 6/6/2023
To: Steve Puga, Clackamas County, Canby Community
From: Brianna Addotta, AICP, Associate Planner
RE: **Notice of Decision / Final Order for MOD 23-02 FoB Outdoor Space**

The Canby Planning Director hereby provides notice that a decision to approve **MOD 23-02 FoB Outdoor Space** has been rendered. The enclosed Staff Report and Decision is your notice of the official action of the City of Canby Planning Director. The full project file, including site plan and narrative, can be viewed at <https://www.canbyoregon.gov/dev-services/page/development-projects> , or a physical copy can be requested from the City of Canby Planning Department, located at 222 NE 2nd Avenue.

According to ORS 227.175, this decision may be appealed to the Canby Planning Commission within ten (10) days of the date this notice was mailed. Request for an appeal must be in writing and be received by the Planning Department by **4:00 p.m. on June 16, 2023**. Following an appeal, a Planning Commission hearing will be scheduled.

Instructions for an Appeal:

- The deadline for an appeal is 4:00 pm on June 16, 2023.
- An appeal form must be completed. The form can be found at <https://www.canbyoregon.gov/dev-services/page/appeal-planning-decisions-process>, chose “Appeal of Planning Director Decision Type II.”
- There is a \$250 fee for an appeal. The fee is refunded if the appellant prevails at the hearing.
- Appeal documents can be emailed to planningapps@canbyoregon.gov or brought to the Planning counter located on the 2nd floor at City Hall (222 NE 2nd Ave., Canby).
- An appeal shall clearly state the nature of the decision being appealed and the reasons why the appellant is aggrieved. According to state law, the appeal “shall be raised with enough specificity so as to afford the governing body, Planning Commission, and parties, an adequate opportunity to respond to each issue.”

If you have any further questions or concerns, please contact the Planning office at 503-266-7001.

Sincerely,

Brianna Addotta, AICP, Associate Planner

Attachment: MOD 23-02 Staff Report and Decision

