

DRAFT MINUTES
CANBY PLANNING COMMISSION

6:00 PM – January 8, 2024

City Council Chambers – Virtual Meeting via Zoom

PRESENT – Commissioners: Matt Ellison (Chair), Dan Ewert (Vice Chair), Michael Hutchinson, Judi Jarosh, Craig Lewelling, Hannah Ellison, and Jennifer Driskill

ABSENT – None

STAFF – Don Hardy, Planning Director, Ryan Potter, AICP, Planning Manager, and Laney Fouse Lawrence, Recording Secretary

OTHERS – Heather Austin, Phillip Worth, John Kazmar, Steven Bloemer, Aaron Murphy, John Richards, Brian Dueltgen, Brian Crow, Bob Zimmer, Jason Padden, Raeline Kammeyer

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Selection of Planning Commission Chairperson

Motion: A motion was made by Commissioner Hutchinson and seconded by Commissioner Jarosh to reappoint Matt Ellison to the Chair position for the Planning Commission. Motion approved 7/0.

Motion: A motion was made by Commissioner Lewelling and seconded by Commissioner Hutchinson to reappoint Commissioner Ewert to the Vice Chair position for the Planning Commission. Motion approved 7/0.

2. CONSENT ITEMS

- a. Draft Meeting Minutes – August 22, 2022

Director Hardy described changes that were made to the August 22, 2022, meeting minutes.

Motion: A motion was made by Commissioner Ewert and seconded by Commissioner Hutchinson to approve the meeting minutes for August 22, 2022, with the revisions stated by the Planning Director. Motion approved 4/0, with 3 Commissioners abstaining.

- b. Final Findings – SUB 23-01, DuNett Subdivision

Motion: A motion was made by Commissioner Hutchinson and seconded by Commissioner Ewert to approve the final findings for SUB 23-01 DuNett Subdivision. Approved 7/0.

3. CITIZEN INPUT ON NON-AGENDA ITEMS

John and Judy Kasmar, Canby citizens, came to the meeting to express concerns around solar shading. John urged the Commission to adopt rules or regulations that would restrict neighbors or surrounding structures from hindering sunlight to previously-established solar systems. He mentioned surrounding vegetation that over time will reach heights that will hinder all sunlight to their property. He discussed research that he conducted regarding arbor regulations, County code and fencing height limitations. He asked if there were any previously adopted regulations for this sort of concern and if not, requested the Commission to investigate adopting some.

Director Hardy gave insight into regulations and decisions regarding shading around solar panels. He mentioned that in 2012, Canby revoked its previously adopted solar ordinance. He said he would research more into why that policy decision was made.

4. NEW BUSINESS – None

5. PUBLIC HEARINGS

a. Clackamas County Fairgrounds Multipurpose Building (DR 23-03/CUP 23-01) – Emma Porricolo Associate Planner

The project applicant, Clackamas County Facilities Management, requests approval to construct a 44,069-square-foot multipurpose building within the Clackamas County Fairgrounds. The building would be primarily used as an event space, serving as a livestock barn, assembly space, vendor display area, show arena, and a potential emergency shelter. Approval of the project requires Planning Commission approval of a Type III Site and Design Review (DR) application and a Conditional Use Permit (CUP).

Associate Planner Porricolo introduced the hearing item and gave an overview of the proposed project. She explained that the project will consist of a new multi-purpose event building within the fairgrounds site, which has been there for over 100 years. The site is a pre-existing legal non-conforming use and has never received a full comprehensive review from a land use permitting perspective. The new building will help replace amenities provided by the old existing livestock barns. Applicable criteria and consistency with CUP (Conditional Use Permit) DR (Site and Design Review) criteria were discussed. Porricolo described how the City's Comprehensive Plan polices support the project proposal. Traffic generation and parking were found to have no additional impact beyond those of the previous facility. The applicant requested an eight-foot-tall fence to surround mechanical equipment on the property. Planning staff believed this request should be evaluated using CUP standards rather than a variance request. Based on the facts, findings, and conclusion found in the staff report, planning staff recommended approving applications DR 23-03 and CUP 23-01 subject to the revised conditions of approval.

Applicant: Heather Austin, from 3JH Consulting, representing the fairgrounds, introduced the project proposal. Austin gave a brief history of the site and its characteristics that apply to the creation of the new building. She discussed occupancy levels and amenities that will be provided with the new building. She explained that the building can split into three separate meeting/event spaces and will accommodate various activities including livestock shows, concerts, and bazaars. The building will also provide a safe space for animals and people in the event of emergency evacuations caused by wildfires or other natural disasters. The project complied will all conditional use and site and design review standards and requirements and the applicant agreed to the proposed revisions to three of the conditions of approval.

Applicant: Phillip Worth, Kittelson and Associates representative, discussed traffic and parking related to the project. Worth mentioned parking locations and summarizing the traffic impact that was analyzed by DKS. There are approximately 2,525 parking stalls provided by the Fairgrounds. However, the use of all stalls has yet to be needed even during annual fair events, which generates the highest parking demand. Data suggested a maximum of 1,025 stalls would accommodate the peak demand that would occur at the building. Worth mentioned that the applicant had further studies conducted to address the parking concerns for events with larger projected attendees.

Heather Austin closed the applicant's presentation by noting that the team has agreed to comply with the three proposed conditions of approval.

Questions from Planning Commission to the Applicant Team:

Commissioner Jarosh mentioned she did not see any reference of the reconnaissance level survey in any of the reports and presentations given. She clarified that the City contracted consultants to complete the survey for the fairgrounds site in 2021. During any development planning for the fairgrounds site, the survey should be reviewed. She asked about the removal of the building structure that has been attached to the barn tents in recent years. The applicant said the structure is a contracted mobile office that is utilized during fair events and then removed during the off seasons. Jarosh also brought up significant traffic impacts from the results of two events that were held at the fairgrounds in 2023. She said the traffic was so extensive coming off 99E that it created safety concerns.

Commissioner Driskill asked if the HVAC systems have air filtering capabilities. The applicant, Brian Crow, said the design proposed did not include air scrubbers, but the team was able to acquire a grant through the state to gain two air scrubbers. Driskill asked what the seismic rating of the proposed buildings are if there was a catastrophic event to take place. Crow explained that in a seismic event a Type III permitted building will remain standing. Driskill suggested adding additional bike racks to the current three that are located on the site.

Commissioner Lewelling commented on the potential traffic impacts that may occur in the future as the site continues to grow and expand. He mentioned looking at the site from 30,000 feet to capture a more accurate traffic representation. Crow mentioned in 2018 a master plan for the fairgrounds was created to help manage future development and traffic impacts. He also stated that he has set new policies in place for events. Any event that is estimated to have 3,000 attendees or more is required to provide the fairgrounds with a traffic management plan.

Commissioner Ewert stated his disappointment in the lack of planning regarding the safety and livability that the train tracks may have on the increase in use of the site. He suggested the applicant's team should have reached out to the County police or another agency to help manage safety and the impact along 99E. He emphasized he would have liked the applicant's report to be more extensive regarding the overall impact on the surrounding areas and neighborhoods. Crow mentioned he has been in discussion with the larger events to start creating parking and traffic plans to help expedite entry.

Commissioner Hutchinson asked about capacity levels and future improvements to the Pine Street intersection. Hardy said ODOT and DKS reviewed the capacity of the intersection and the turning movements. A determination was made that the intersection although at peak capacity is not failing per adopted thresholds. Hutchinson questioned the location of a mural that was referenced in the project proposal. Crow said the mural is planned to be put on the 4th Street side of Horning Hall to represent the fairground's history.

Commissioner Ellison had no questions since they had all been addressed.

Proponents: None

Opponents: None

Applicant Rebuttal: None

Chair Ellison entertained a motion to vote on the application for Clackamas County Fairgrounds Multipurpose Building (DR 23-03/CUP 23-01).

Motion: A motion was made by Commissioner Hutchinson and seconded by Commissioner Ellison to approve DR 23-03/CUP 23-01 as submitted with recommendations for conditions of approval. Motion approved 6/1.

6. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. The next Planning Commission meeting is planned for **Monday, January 22, 2024**, at 6:00 pm in the Council Chambers.
- b. Planning Director's Update

Hardy briefly mentioned the hearing item that will be reviewed at the next Planning Commission meeting on January 22nd. A discussion between Planning Staff and DLCDD (Department of Land Conservation and Development) occurred regarding housing efficiency measures. Hardy mentioned revisiting the measures at the February 12th meeting. The next community summit for the comprehensive plan will take place on January 24th at Baker Prairie School.

7. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION

8. ADJOURNMENT

Motion: A motion was made by Commissioner Lewelling and seconded by Commissioner Ellison to adjourn the meeting. Motion approved 7/0.

The meeting adjourned at 7:35 PM.