



## **Pre-Construction Meeting**

### **Canby High School Addition September 21, 2021**

#### **Attended by:**

Mike Kolander, Mahlum  
Kina Voelz, Mahlum  
Ryan Holler, Mahlum  
Frank Angelo, Angelo Planning Group  
Casey Cunningham, Canby School District  
Trevor DeLuca, Bremik Construction  
AJ Zvibleman, Reyes Engineering  
Shayna Reberg, Angelo Planning Group  
Aaron Maples, Walker Macy

Josh, Canby Utility  
Lonnie, Canby Utility  
Erik Forsell, Canby Planning  
Don Hardy, Canby Planning  
Spencer Polack, Public Works

***This document is for preliminary use only and is not a contractual document.***

#### **Applicant**

- Kina Voelz said in 2020 Canby School District passed a bond which included the addition of a new wing for Canby High School as well as warm, safe, and dry upgrades throughout the campus. The new addition would be approximately 30,000 to 32,000 square feet. It would be located on the southeast area of the main building on campus.
- Frank Angelo said there would be an additional five classrooms and a minor reduction in parking with the addition. There was a historic aspect to the project. However, SHPO had determined that the maintenance building was not eligible for listing in the register. He asked if there would be any local historic review required. He also asked if a traffic impact study and a neighborhood meeting would be required.

#### **CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- We will route it to the Heritage and Landmark Commission for comments. It is not on the local register.
- We would like a traffic analysis letter done by DKS. The other alternative is to do it in house or shop it out to a consultant. The Planning Commission will ask for a traffic analysis. He explained the process with DKS for the analysis.

#### **Applicant**

- Frank Angelo was fine with using DKS, but they would like to review the scope.
- Kina Voelz said because there was no net parking increase and the student capacity was not shifting, will there need to be a differentiation made between parking capacity and the traffic analysis in the presentation to the Planning Commission?

- Casey Cunningham clarified they were trying to get ahead of the Commission's questions by having a memo that states what the project is and the impact on traffic. We don't believe it will have an impact, but it needs to come from a traffic engineer.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- Regarding parking, it looks like the school is currently underparked already based on the code. There will need to be an analysis or justification why it is not an issue for this application.

**Applicant**

- Frank Angelo clarified as part of the application we will request a lower parking count and give the reason for it and why it will work.

**CITY OF CANBY, PLANNING DEPARTMENT, Don Hardy**

- Make sure to include the percentage of students that take the bus and look at the demographics of the school and if it is going to decrease or stay the same.

**Applicant**

- Aaron Maples asked about any possible surprises or anything to be aware of regarding the landscaping. Do we need to handle the property line buffer landscape differently than if it was parking? What about stormwater?

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- If parking is being removed, it should not trigger anything unusual.

**CITY OF CANBY, PUBLIC WORKS DEPARTMENT, Spencer**

- The stormwater needs to stay on site. However you want to deal with that is up to you.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- Typically stormwater is shown on the preconstruction plans. A reasonable explanation and some drawings will work for us.

**Applicant**

- Kina Voelz said they will plan for stormwater mitigation on site. What kind of pre-treatments are required?

**CITY OF CANBY, PUBLIC WORKS DEPARTMENT, Spencer**

- I am not sure what is required for private property. You should follow up with Clackamas County on that.

**Applicant**

- Kina Voelz said we provided a preliminary site plan showing the proposed fire access. Is there any feedback on the fire lane and access?

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- The Fire District is not part of the City. I didn't get any comments back about that, but can give you contacts. You will want to engage with the Fire District early and often.

**Applicant**

- Shayna Reberg asked about the process, and if this is a site and design review and a conditional use.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- It will be both. It will be a Type III and go to the Planning Commission. A neighborhood meeting will be required as well and it can be done virtually.

**Applicant**

- Frank Angelo asked if there have been issues with the neighborhood and high school.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- Not recently. There was a project down the street that was a bit of battle due to traffic and parking. There are issues about extracurricular sport activities, but they are not related to this project.

**Applicant**

- AJ Zvibleman noted we are redoing the PA system for the grandstands and the field will be relit. They are not part of this application.
- Shayna Reberg asked about the applicable development standards.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- Reviewed the applicable standards.

**Applicant**

- Ryan Holler asked about the lighting standards.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- We will want to see at a minimum the specs of the proposed lighting fixtures. There are a variety of requirements regarding shielding and light trespass. You are adjacent to residential neighborhoods and there may be conflict there. A photometric report would be beneficial.
- We primarily do electronic submittals with a few hard copies to pass to different departments.

**Applicant**

- Kina Voelz asked when we submit for building permit, the City will conduct the site plan review. Everything else falls under the umbrella of Clackamas County.

**CITY OF CANBY, PLANNING DEPARTMENT, Don Hardy**

- Yes, with the exception of our public road and infrastructure review with Public Works and Canby Utility.

**Applicant**

- Shayna Reberg asked about the general timeline for a complete application to get to the Planning Commission.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- We have been having explosive levels of growth and it has been busy. We don't sit on applications and deficiencies are identified as soon as possible. Once deemed complete, a reasonable expectation is about 45-60 days to public hearing.
- I also recommend starting the scoping process with DKS to get the traffic analysis going sooner rather than later.

**Applicant**

- Frank Angelo asked if we can submit for the building permit before the land use is done.

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- Yes, you can do that at your own risk.

**Applicant**

- AJ Zvibleman said we plan to reuse a 1,000 KVA transformer on the south side of the school and provide new secondary conductors and distribution gear to reconnect some existing loads. In parallel, Canby Utility confirmed we will be able to pull a new service to the northeast section of the building to provide new service in support of the addition and relocating mechanical loads.

**CANBY UTILITY, Josh**

- On the northeast corner, there is a splice vault already in place. Instead of cutting into the existing line in the middle of the run, we can pull it out of the splice vault. It will be the most cost effective and easiest way.

**Applicant**

- AJ Zvibleman confirmed the footprint of the building would not affect the location of the transformers. We are going to preserve where possible all existing underground medium voltage distribution except for the secondaries of the 1,000 KVA transformer. He asked if the City mandates EV charging stations

**CITY OF CANBY, PLANNING DEPARTMENT, Erik Forsell**

- No, not at this time.

**CITY OF CANBY, PUBLIC WORKS, Spencer**

- Are you touching any of the sidewalks on the site that would trigger ADA requirements?

**Applicant**

- Kina Voelz said not as far as we are aware.

**CITY OF CANBY, PUBLIC WORKS, Spencer**

- Are bathrooms going in the new building?

**Applicant**

- Ryan Holler said there will be new bathrooms. They will be tied into the lines from the existing building. Some existing fixtures will be removed as well.