

DRAFT MINUTES
CANBY PLANNING COMMISSION
6:00 PM – July 25, 2022
City Council Chambers – Virtual Meeting via Zoom

PRESENT – Commissioners Jason Padden (Chair), Judi Jarosh, Dan Ewert, and Matt Ellison

ABSENT – Michael Hutchinson (Vice Chair) and Chris Calkins

STAFF – Ryan Potter, AICP, Senior Planner, and Laney Fouse Lawrence, Recording Secretary

OTHERS – Resident via Zoom (name unknown)

1. CALL TO ORDER

Chair Padden called the meeting to order at 6:00 PM.

- a. Pledge of Allegiance

2. CONSENT ITEMS – None

3. CITIZEN INPUT ON NON-AGENDA ITEMS – None

4. NEW BUSINESS – None

5. PUBLIC HEARINGS

- a. **Therma-Glass Warehouse (DR 22-06)** – Brianna Addotta, AICP, Associate Planner

Therma-Glass is seeking design review approval to construct a new 29,000-square-foot warehouse with accessory office space and related site improvements. The subject property is a 1.78-acre parcel in the Canby Pioneer Industrial Park.

Chair Padden explained that the applicant for the proposed project had requested to continue this public hearing to a date certain, on August 8, 2022. The delay will allow the project applicant to address minor revisions identified by planning staff. Chair Padden stated that application DR 22-06 will be heard on the requested hearing date.

6. WORK SESSION

Fence Standards – Work Session #2

The Planning Commission met in a work session to discuss:

- **Residential Fence Standards** – Ryan Potter, AICP, Planning Manager

Fencing regulations and enforcement measures moving forward were discussed. Chair Padden requested adding clarity into the code regarding the six-foot step-up setback. Retaining walls were discussed and whether they are included or not within the six-foot maximum height restriction. Padden also suggested allowing a percentage deviation for certain situations based on the layout of the property. Discussion regarding other cities' fencing standards and alternative frontage regulations were brought up. The Commission discussed different fencing scenarios and options for providing additional side yard privacy. Chair Padden asked if there are any nearby cities that have restrictions on fencing materials. Commissioner Ewert suggested including something within the code that restricts or limits the amount and/or type of vegetation used on street frontages as privacy barriers. Chair Padden suggested changing the fencing setback requirements for corner lots.

Potter explained the difference between development standards and design guidelines. Development standards are set in stone while design guidelines and standards focus on encouraging the applicant to use certain materials and/or make certain design choices. Commissioner Ewert suggested recommending materials that will not deteriorate, and property owners should maintain the fence's aesthetic. There was additional discussion regarding flag lots and what constitutes the frontage when dealing with setbacks.

7. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. The next Planning Commission meeting will be held on Monday, August 8, 2022, at 6:00 pm.
- b. Planning Director's Update:

An update on the long-range planning efforts and planning team staffing was provided. Potter gave an update on the open house event that discussed the economic opportunities and housing needs analysis. Commissioner Ewert mentioned he spoke with numerous citizens who mentioned they knew

nothing about the open house but would have attended had they known about it. He urged staff to find a better solution for noticing citizens about these kinds of meetings. Potter continued to update the Commission on the parklet ordinance which will be discussed in joint work sessions. He gave an update on the Walnut Street extension stating that ODOT (Oregon Department of Transportation) and DKS will be working to create an informational flyer for the project. Arndt road was briefly discussed, and the County has mentioned a few options that could improve the Arndt/Barlow corridor. The County's engineering team estimated some preliminary costs for the different alignment alternatives that were discussed.

8. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION

Commissioner Ewert asked about the scheduling process for continued hearing items. He questioned whether they should be allowed to present at the next meeting or should reschedule for the next available meeting. Potter explained that once an application is deemed complete, per state law, planning staff have 120 days to bring the application to a final decision. To give the planners enough time to work on the application, hearings that need a continuance must be scheduled for the next meeting. Discussion regarding the applicant applying for a variance to overrule the 120-day completion period was brought up by Commissioner Ewert.

9. ADJOURNMENT

Motion: A motion was made by Commissioner Padden and seconded by Commissioner Jarosh to adjourn the meeting. Motion passed 4/0.

The meeting adjourned at 8:37 P.M.