



To improve clarity, three (3) Conditions of Approval were modified by Planning Staff prior to the hearing and presented to and approved by Planning Commission at the hearing. Conditions of Approval #2, 3, and 7 were modified as follows. New language is underlined and removed language is struck through.

2. One year after the multipurpose building is fully operational, the applicant shall provide a monitoring report that documents parking for need generated by events held partially or entirely within the multipurpose building. If the report identifies parking to be in excess of what is identified in the applicant's parking report during full occupancy of the new building ~~a maximum event~~, a land use modification process may be required, and a parking management plan may be required. (Planning)
3. Although not in the proposed site plan, the mature trees located near the north and east property lines are necessary for screening from the multipurpose building. Those trees providing a visual landscape screen from abutting residential homes and properties shall be considered a part of the approved landscape plan for this application and as such must be maintained pursuant to CMC 16.49.200, Landscaping Installation and Maintenance, and CMC 16.49.140, Minor revisions to approved landscaping plans. This condition excludes the tree planned for removal that is identified in Attachment A.10 of this report. (Planning)
7. Install a new water line into the property or otherwise obtain approval from Canby Fire for adequate fire flow. (Canby Fire)

### **CONCLUSION**

In summary, the Planning Commission adopted the findings contained in the Staff Report, concluding that the application met all applicable approval criteria to the extent feasible, and voted that the **Clackamas County Fairgrounds Multipurpose Building (DR 23-03 / CUP 23-01)** be approved with the Conditions of Approval reflected in the written Order below.

### **ORDER**

The Planning Commission concludes that, with the following conditions, the application meets the requirements for approval of Site and Design (DR) and Conditional Use Permit (CUP). Therefore, IT IS ORDERED BY THE PLANNING COMMISSION of the City of Canby that the **Clackamas County Fairgrounds Multipurpose Building (DR 23-03 / CUP 23-01)** is approved, subject to the following conditions:

### **CONDITIONS OF APPROVAL**

#### **General Conditions:**

1. Approval of this application is based on the submitted site plan and other relevant application materials and submitted testimony. Approval is strictly limited to the submitted proposal and is not extended to any other use or structures on the property. Modification of the approved site plan and elevations with regards to landscaping, building design, building placement, setbacks, or any other approved elements, shall require an approved modification in conformance with the relevant sections of the Canby Municipal Code. (Planning)

2. One year after the multipurpose building is fully operational, the applicant shall provide a monitoring report that documents parking need generated by events held partially or entirely within the multipurpose building. If the report identifies parking to be in excess of what is identified in the applicant's parking report during full occupancy of the new building, a land use modification process may be required, and a parking management plan may be required. (Planning)
3. Although not in the proposed site plan, the mature trees located near the north and east property lines are necessary for screening from the multipurpose building. Those trees providing a visual landscape screen from abutting residential homes and properties shall be considered a part of the approved landscape plan for this application and as such must be maintained pursuant to CMC 16.49.200, Landscaping Installation and Maintenance, and CMC 16.49.140, Minor revisions to approved landscaping plans. This condition excludes the tree planned for removal that is identified in Attachment A.10 of this report. (Planning)
4. This application does not authorize any new signage at the campus. For new signage proposed associated with the multipurpose building, the applicant must submit a Sign Application. Proposed signs shall conform to provisions of Chapter 16.42 of the CMC and shall secure a building permit from Clackamas County Building Services prior to their installation if applicable. (Planning)
5. During construction trees to be retained within the area of impact must be protected in a manner consistent with CMC 16.49.080.F. (Planning)

Public and Utility Improvements:

6. Work with Canby Fire to provide required improvements per Canby Fire. (Planning)
7. Install a new water line into the property or otherwise obtain approval from Canby Fire for adequate fire flow. (Canby Fire)
8. Fire hydrants are at a maximum of 300 ft spacing and the building would need to be sprinkled and this would be dependent on occupancy Follow Oregon Fire Code, NFPA 13. (Canby Fire)
9. The Utility Plan must be reviewed by and to the satisfaction of Public Works, Canby Utility, and DirectLink. (Planning)
10. Upgrades to the water lines are needed; the required size is based on water needs. The developer is required to maintain water and sewer mains/laterals separations, per Canby Utility Water Specification Standards & Drawings. An easement for the water lines must be recorded. (Canby Utility Water)
11. Proper backflow assembly for the new multipurpose building is required. (Canby Utility Water)
12. All stormwater must remain onsite. (Consulting Engineer)
13. Canby Utility would place the transformer on the east side of the building, to the left side of the driveway area. The developer may be required to place bollards around the transformers, consult with Canby Utility. (Canby Utility, Electric)
14. The developer shall connect their new 6-inch sewer lateral directly to the existing manhole with a 6-inch cleanout outside of the proposed building. (Public Works, Sewer, and Stormwater)

Project Design/Site Plan Approval:

15. The proposed bicycle parking must meet the rack specifications and dimensional requirements found in CMC 16.10.100.A. (Planning)
16. The final site plan must show the location of exterior trash storage that must be over 25 feet away from adjacent property lines and be screened from view by a wood fence, masonry wall, or landscaping consistent with the points awarded in the Design Matrix (Attachment B of this Staff Report). (Planning)
17. Plans for the new mural at Horning Hall must be shown and must be consistent with the applicable criteria of the Canby Sign Code (CMC Chapter 16.42) in order to receive an approved Site Plan Review application. The mural must be completed in order to receive a Certificate of Occupancy. (Planning)
18. Prior to the issuance of a building permit, the installation of public or private utilities, or any other site work other than rough site grading, construction plans must be approved and signed by the City and all other utility/service providers. A Pre-Construction Conference with sign-off on all final construction plans is required. The design, location, and planned installation of all roadway improvements and utilities including but not limited to water, electric, sanitary sewer, natural gas, telephone, storm water, cable television, and emergency service provisions is subject to approval by the appropriate utility/service provider. The City of Canby's pre-construction process procedures shall be followed. (Planning)
19. Once all the steps of a Pre-construction process are completed, a Site Plan Review (Type I) application with the final plans must be submitted to the Planning Department. A narrative with accompanying materials that demonstrates how the project is consistent with the conditions of approval stated in this Staff Report shall be provided with the application. Building Permits will not be issued until the Site Plan Review application is approved. (Planning)

Building Permits:

20. Pursuant to CMC16.49.060, Site and Design Review approvals shall be void after twelve (12) months unless: A building permit has been issued and substantial construction pursuant thereto has taken place, as defined by the state Uniform Building Code; or the Planning Director finds that there have been no changes in any Ordinances, standards, regulations, or other conditions affecting the previously approved project so as to warrant its resubmittal. (Planning)
21. An erosion control permit from the City of Canby is required prior to any on-site disturbance. Erosion control plans shall demonstrate that construction activities will not discharge materials or pollutants into the in-street storm drain. (Planning)
22. The project applicant shall apply for a City of Canby Site Plan Review Permit, Clackamas County Building permits (including grading permits), and a City of Canby Erosion Control Permit prior to project construction. (Planning)
23. Clackamas County Building Services will provide structural, electrical, plumbing, and mechanical plan review and inspection services. (Planning)
24. Construction plans shall be designed and stamped by a Professional Engineer registered in the State of Oregon. (Planning)

Prior to Occupancy:

25. A narrative with accompanying materials shall be provided during the final certificate of occupancy process that demonstrates how the project is consistent with the conditions of approval identified in this Staff Report. (Planning)
26. The new mural, landscaping, and ADA parking must be provided prior to Occupancy. (Planning)

I CERTIFY THAT THIS ORDER, DR 23-03 / CUP 23-01, Clackamas County Fairgrounds Multipurpose Building, was presented to and **APPROVED**, incorporating modified Conditions of Approval #2, 3, and 7, by the Planning Commission of the City of Canby on the 8<sup>th</sup> of January 2024.

\_\_\_\_\_  
Matt Ellison  
Planning Commission Chair

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Don Hardy  
Planning Director

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Laney Fouse Lawrence, Attest  
Recording Secretary

**ORAL DECISION: January 8, 2024**

<b><i>Name</i></b>	<b><i>Aye</i></b>	<b><i>No</i></b>	<b><i>Abstain</i></b>	<b><i>Absent</i></b>
<b><i>Matt Ellison, Chair</i></b>	<b><i>x</i></b>			
<b><i>Dan Ewert, Vice-Chair</i></b>		<b><i>x</i></b>		
<b><i>Michael Hutchinson</i></b>	<b><i>x</i></b>			
<b><i>Jennifer Driskill</i></b>	<b><i>x</i></b>			
<b><i>Judi Jarosh</i></b>	<b><i>x</i></b>			
<b><i>Hannah Ellison</i></b>	<b><i>x</i></b>			
<b><i>Craig Lewelling</i></b>	<b><i>x</i></b>			

**WRITTEN DECISION: January 22, 2024**

<b><i>Name</i></b>	<b><i>Aye</i></b>	<b><i>No</i></b>	<b><i>Abstain</i></b>	<b><i>Absent</i></b>
<b><i>Matt Ellison, Chair</i></b>				
<b><i>Dan Ewert, Vice-Chair</i></b>				
<b><i>Michael Hutchinson</i></b>				
<b><i>Jennifer Driskill</i></b>				
<b><i>Judi Jarosh</i></b>				
<b><i>Hannah Ellison</i></b>				
<b><i>Craig Lewelling</i></b>				