



DRAFT MEETING MINUTES
CANBY PLANNING COMMISSION

6:00 PM – June 8, 2026
City Council Chambers – Virtual Meeting via Zoom

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

ABSENT – None

STAFF – Don Hardy, Planning Director, Brianna Addotta, Associate Planner, AICP, Ryan Potter, Planning Manager, AICP, and Emily Sasse, Recording Secretary

OTHERS – Craig Carpenter, Petronella Donovan, Danelle Isenhardt, Edward Redalescu, Bryan Dickerson, Mark Johnston, Dennis Richey, and others

1. CALL TO ORDER

- a. Pledge of Allegiance

2. CONSENT ITEMS

- a. Draft Meeting Minutes – February 10, 2025 (continued from April 27, 2026)

Motion: A motion was made by Commissioner Jarosh and seconded by Commissioner Ewert to approve the meeting minutes from February 10, 2025, as written. Motion approved 4/0.

- b. Draft Meeting Minutes – March 23, 2026

Motion: A motion was made by Commissioner Lewelling and seconded by Commissioner Jarosh to approve the meeting minutes from May 23, 2026, as written. Motion approved 5/0.

3. CITIZEN INPUT ON NON-AGENDA ITEMS – None

4. OLD BUSINESS – None

5. NEW BUSINESS – None

6. PUBLIC HEARINGS

- a. **Senior and Memory Care Center (DR 25-03/CUP 25-02) – Continuance from April 27, 2026 – Brianna Addotta, AICP, Associate Planner**

The project applicant, Waterstone Investments, LLC, submitted a request for Conditional Use and Design Review approval for a Senior Living and Memory Care Facility with 102 beds and four independent living duplexes, with associated parking and site improvements. The proposed facility would be located at 1300 S Ivy Street.

A continuance was granted to the applicant team at the Planning Commission hearing held on April 27, 2026. In response to comments from the Commission, the applicant team revised the proposed project, including removal of the previously planned duplexes.

Staff Presentation: Brianna Addotta, Associate Planner

Associate Planner Brianna Addotta presented the continued public hearing item regarding land use applications DR 25-03/CUP 25-02 for the proposed Senior and Memory Care Center located at 1300 S. Ivy Street. The hearing was a continuation of the April 27, 2026 public hearing, with the presentation focusing primarily on revisions made in response to Planning Commission concerns raised during the original hearing.

Revisions to the Proposal:

Staff summarized concerns identified during the April hearing, including:

- The proposed independent living duplex units.
- Parking deficiencies.
- Conflicts between loading, trash, and emergency access areas.
- Design matrix scoring and site design elements.
- Driveway access and traffic concerns associated with SE 13th Avenue.

In response, the applicant revised the proposal by:

- Eliminating all four duplex buildings (eight units total).
- Increasing parking from 54 spaces to 100 spaces.
- Expanding landscaping areas.
- Separating the loading area from the trash enclosure.
- Providing emergency vehicle and truck turning analyses.
- Revising the design review matrix and site amenities.
- Relocating the SE 13th Avenue driveway slightly farther east.

The presentation began with reviewing the updated traffic study, which analyzed projected traffic conditions through a 2031 planning horizon. Staff shared that the analysis found that the intersection would continue to operate at a Level of Service (LOS) B with or without the project. The proposed development was projected to increase the volume-to-capacity ratio by only one percent during peak traffic periods. Associate Planner Addotta noted that removal of the duplex units reduced anticipated trip generation and emphasized that traffic operations would remain within acceptable standards.

The presentation moved into revisions pertaining to the parking and loading areas. According to the Canby Municipal Code, the City's parking standards require one parking space per two beds plus one space per employee. The revised proposal provided 100 spaces, exceeding the minimum requirement of 96 parking spaces, and 46 more spaces than originally proposed. Addotta further described modifications to the loading and service areas, highlighting the separation of the trash enclosure from the loading zone and confirming that emergency vehicle access had been reviewed and accepted by the Canby Fire District.

The revised design matrix was also reevaluated with staff confirming that the project met the required thresholds for both overall design points and low-impact development (LID) points. Additional information regarding site furnishings, bicycle racks, gazebos, landscaping, stormwater facilities, and pervious paving materials were provided to address concerns raised during the previous hearing.

Staff moved into discussion regarding access and transportation and reiterated that the site is a constrained corner parcel bordered by arterial streets, making some level of access spacing reduction unavoidable.

The proposal includes:

- One full-access driveway on SE 13th Avenue.
- One restricted right-in/right-out driveway on South Ivy Street.

Following Commission concerns from the prior hearing, staff requested additional analysis from DKS Associates.

The traffic consultant concluded that:

- The proposed driveway on SE 13th Avenue would operate at LOS B.
- Left-turn movements would be minimal, approximately 4 turns during peak hours.
- Restricting both access points to right-in/right-out only would negatively affect traffic circulation and require substantial infrastructure improvements.
- Emergency vehicle trips are already incorporated into the Institute of Transportation Engineers (ITE) trip generation calculations.

Associate Planner Addotta reported that no additional public comments were received following publication of the revised proposal. The revised staff report was published ten days before the hearing, and additional on-site notice was provided through an A-frame sign. Addotta also summarized additional comments received from agency reviewers, including the City Engineer and Canby Fire District. A revised condition of approval was added requiring construction of a sanitary sewer connection to serve future development opportunities on adjacent property. The applicant will receive a corresponding System Development Charge (SDC) credit for providing this infrastructure improvement.

Based on the revised application, supplemental materials, and findings contained within the staff report, staff recommended approval of DR 25-03 and CUP 25-02, subject to the revised conditions of approval outlined in the supplemental memorandum.

Commissioner Questions to Staff Presentation:

Following the staff presentation, Commissioners asked several clarifying questions regarding project evaluation criteria, transportation impacts, and public service considerations.

Commissioner Driskill questioned whether points awarded within the design review matrix for driveway separation should have been counted. She noted that while the applicant met the matrix criteria, the access spacing remained significantly below the City's arterial spacing standard. Commissioner Driskill suggested that similar situations should be considered non-applicable in future. Staff acknowledged the comment for future consideration.

Commissioner Ewert raised concerns regarding traffic congestion associated with large sporting events occurring at nearby recreational facilities and schools. He referenced a recent sporting tournament that generated significant traffic and parking demand in the area and questioned whether such events were accounted for in the traffic study. Planner Addotta stated that the traffic study was specifically tailored to the subject intersection and surrounding area rather than relying solely on generalized arterial standards. Addotta also noted that parking generated by the proposed facility would be accommodated on-site and invited representatives from the Canby Fire District to address emergency access concerns if necessary.

Commissioners also inquired about how anticipated emergency medical and fire service trips were incorporated into the transportation analysis and SDC calculations. Staff explained that emergency

vehicle trips are included within the ITE trip generation data used for transportation impact analysis and are therefore reflected in transportation SDC calculations associated with the development.

Following questions and discussion, no additional comments were raised by Commissioners concluding the initial deliberation period following the staff presentation.

Applicant Presentation: Danelle Isenhart, Isenhart Consulting

Danelle Isenhart, serving as the applicant's representative, presented the revised proposal for the Senior and Memory Care Center following the Planning Commission's April public hearing. She noted that the independent living duplex units had been removed from the project, resulting in additional space for parking and landscaping improvements. The revised site plan now provides 100 parking spaces, exceeding the City's minimum requirement of 96 spaces. She also explained that the SE 13th Avenue driveway had been shifted approximately 10 feet to the east to improve site circulation and accommodate parking on both sides of the access drive. Additionally, the loading area was redesigned and reoriented to improve maneuverability and reduce conflicts with building access points. The design review matrix was updated to reflect revised parking counts, landscaping calculations, pervious pavement percentages, and public art elements.

The applicant highlighted modifications to the loading and service area, explaining that the loading zone was enlarged beyond the minimum required dimensions to provide additional maneuvering room for service vehicles. The redesign also created a clear pedestrian pathway and eliminated conflicts between loading activities and building access. Isenhart stated that emergency vehicles, including ambulances and fire apparatus, would have unobstructed access to the facility regardless of loading operations.

Landscaping enhancements were incorporated into the revised proposal, and additional landscaping was added along the eastern and southern property boundaries, including expanded planting areas, privacy hedges, and fencing intended to provide screening and compatibility with neighboring residential properties. The landscape architect reviewed the plant selections and tree placements to ensure they were appropriate for the available space.

Utility improvements associated with the project were briefly reviewed, including the installation of a fire hydrant requested by the Canby Fire District and the extension of a sanitary sewer line. Isenhart noted that these improvements would support both the proposed development and future service opportunities in the surrounding area.

Eisenhart then presented fire truck circulation exhibits demonstrating emergency vehicle access throughout the site. The exhibits illustrated how fire apparatus could enter the site from either access point, navigate internal drive aisles, utilize the designated turnaround area, and exit the property without conflict with the loading zone. The applicant stated that similar analyses had been completed for service vehicles, including box trucks, and were included in the application materials.

The applicant team concluded the presentation by highlighting proposed site amenities that contributed toward the design review matrix requirements, including decorative benches, bicycle racks, and a gazebo. A colorized site plan was also displayed to better illustrate landscaping areas, parking locations, and the extent of the proposed pervious pavement throughout the development. Following the presentation, the applicant team was available to answer questions from the Planning Commission.

Commissioner Questions to Applicant Presentation:

Commissioner Jarosh questioned the applicant on whether Canby Fire District's Station #65 would be able to respond directly to the site and whether the applicant had evaluated the broader emergency service impacts associated with the facility. Eisenhart responded that she did not know which specific

station would respond to calls at the facility but noted that Canby Fire District Station #62 had reviewed the proposal and confirmed its ability to provide service to the site. Commissioner Jarosh acknowledged the response and noted that emergency service impacts had been a topic of discussion during the previous hearing. No additional questions were directed to the applicant following this exchange.

Agency Testimony: Mark Johnson, representing Canby Fire District

Following questions raised by the Planning Commission regarding emergency access and fire service response capabilities, Canby Fire District representative Mark Johnston provided testimony regarding the Fire District's review of the proposed development and its ability to serve the site.

Mr. Johnston confirmed that Canby Fire District Station 65 would be capable of responding to calls at the proposed facility. He explained that emergency access considerations had been reviewed during the project evaluation process, including the design of the proposed right-in/right-out access on South Ivy Street. He noted that the proposed median island, or "pork chop," would be constructed as a mountable curb, allowing fire apparatus to drive over it when necessary to access the site from either direction during emergency situations. This design would provide operational flexibility regardless of the direction from which emergency responders approached the facility.

Mr. Johnston discussed the site's internal circulation and stated that the proposed access configuration would adequately accommodate both fire apparatus and ambulance operations. He explained that the primary medical response area provides approximately 70 feet of usable space, which exceeds the length of the District's largest apparatus. This configuration would allow both a fire engine and ambulance to operate simultaneously within the site when responding to emergencies.

The Fire District representative testified that the development meets the applicable fire code access requirements based on the size of the proposed building. While acknowledging that certain site layouts can create operational challenges for emergency responders, he stated that the facility remains fully accessible and would allow firefighters to reach all portions of the building within required response distances. He noted that fire crews could access any point on the site within the 150-foot hose reach standard required by the Fire District.

Mr. Johnston also discussed water supply and emergency operations. He noted that a new fire hydrant is proposed as part of the development and that the site design provides adequate space for emergency staging. He explained that emergency vehicles could operate either on-site or from the adjacent roadway if a larger incident required evacuation activities or additional emergency resources. The roadway design would allow traffic to be redirected while maintaining emergency access to the facility.

Commissioner Questions to Agency Testimony

Commissioner Jarosh inquired about the response capabilities of Station #65 and whether future staffing changes would influence emergency service delivery to the proposed facility. Johnston explained that the Canby Fire District plans to increase staffing at Station #65 during the summer months, primarily to support wildland fire response. He noted that personnel assigned to the station are also medically trained and may be dispatched to medical emergencies, when necessary, particularly during periods of overlapping calls when other emergency resources are already committed. Johnston also clarified that emergency response vehicles may, when operationally necessary, access the site by traversing the proposed mountable median rather than following the standard right-in/right-out traffic movements. He explained that the Fire District specifically requested the mountable curb design to preserve emergency access flexibility regardless of the direction of approach.

Commissioner Ewert asked how residents would be evacuated if an emergency occurred in a portion of the building that limited use of the primary exits. Johnston explained that the facility would be equipped with fire suppression systems and multiple points of egress designed to support safe evacuation. In addition to designated exit doors, the building would include emergency egress windows that could be utilized if necessary. Johnston further stated that, during an emergency, residents could be directed to designated assembly areas away from active firefighting operations, fire hydrants, and fire department connections. Open landscaped areas on the site were identified as potential gathering locations where occupants could be safely relocated while emergency personnel responded to the incident.

He noted that the Fire District reviewed the landscaping plan to ensure that vegetation would not obstruct emergency escape routes or firefighter access to the building. Particular attention was given to maintaining clear access around windows and other secondary egress points.

Commissioners also discussed the location of the proposed fire hydrant shown on the site plan. Johnston explained that while the hydrant could function effectively on either side of the driveway, the Fire District's preference was to locate it on the east side. This placement would improve apparatus positioning during emergency operations and allow other vehicles to circulate more easily around responding fire equipment. He noted that the preferred location would also help reduce potential conflicts between fire apparatus and hose lines while maintaining adequate access throughout the site.

Proponents: None

Opponents:

Craig Carpenter, a resident of Dinsmore Estates, testified in opposition to the application due to concerns about existing and future traffic impacts in the area. Mr. Carpenter stated that traffic congestion on SE 13th Avenue has increased in recent years as drivers use the roadway to avoid congestion on Highway 99E. He expressed concern that the proposed development could add to existing traffic challenges and further impact access to and from the Dinsmore Estates neighborhood.

He noted that traffic conditions are particularly problematic during large sporting events and tournaments held at nearby schools and recreational facilities. According to Mr. Carpenter, these events generate significant traffic volumes and overflow parking throughout the surrounding area, creating congestion and safety concerns for neighborhood residents.

While acknowledging the need for community amenities and future development, Mr. Carpenter expressed concern that existing transportation issues have not been fully addressed. He encouraged continued consideration of traffic management and neighborhood access as development occurs in the area.

Dennis Richie, a resident of SE 13th Place and adjacent property owner, provided testimony regarding several aspects of the proposed development, with a primary focus on fire safety, parking, and neighborhood impacts. Richie expressed concerns about emergency response to a multi-story facility serving residents with limited mobility. He suggested that an additional fire hydrant be installed along South Ivy Street to enhance fire protection and provide greater emergency response capacity in the event of a fire.

Richie acknowledged the applicant's decision to remove the independent living cottages from the proposal. While he appreciated the original concept of allowing residents to live near loved ones receiving care, he recognized that their removal helped address parking concerns raised during the previous hearing. He also encouraged consideration of adequate handicap-accessible parking to serve residents and visitors.

Regarding neighborhood compatibility, Mr. Richie noted that the increased setback along the eastern property line was an improvement resulting from the revised site plan. However, he requested that landscaping be designed to allow neighboring property owners continued access to maintain existing fences and to minimize potential maintenance issues associated with trees and vegetation adjacent to residential properties.

Richie also expressed support for maintaining the dead-end configuration of SE 14th Avenue, stating that opening the roadway could increase neighborhood traffic and create additional opportunities for overflow parking in nearby residential areas.

In closing, Mr. Richie stated that many of his earlier concerns had been addressed through the revised proposal and thanked the Planning Commission for its consideration of the application. Following his testimony, Commissioner Driskill noted that concerns regarding the future status of SE 14th Avenue could be discussed with the City's Traffic Safety Committee.

Applicant Rebuttal: Danelle Isenhardt

In response to comments regarding fire safety and emergency response, the applicant representative provided clarification on the building's fire protection systems.

Isenhardt stated that the proposed facility will be fully equipped with an automatic fire sprinkler system, as required for a building of this size and use. It was noted that the sprinkler system would provide immediate fire suppression capabilities independent of fire department response times.

Isenhardt also explained that the building will incorporate fire-rated doors between wings and building sections. These doors are designed to automatically close during a fire event, helping to contain the spread of smoke and fire and providing additional protection for residents and staff during an evacuation. It was stated that these fire protection features are standard requirements for commercial and residential care facilities of this type.

Chair Ellison closed the Public Hearing for land use applications DR 25-03 and CUP 25-02.

Commissioner Deliberation:

Following the close of the public hearing, the Planning Commission entered into deliberations regarding DR 25-03 and CUP 25-02 for the proposed Senior and Memory Care Center.

Commissioners generally agreed that the applicant had addressed many of the concerns raised during the previous hearing. Several Commissioners noted that the removal of the independent living cottages improved the site layout, increased parking availability, and enhanced internal circulation.

Commissioner Driskill raised concerns about the potential impact of emergency vehicle activity on neighboring properties, particularly along the eastern property line. She questioned how frequent emergency responses and the use of emergency vehicle lighting could affect nearby residents. While no specific mitigation measures were discussed, the concern was noted as a potential neighborhood impact.

Commissioners also discussed the location of the proposed driveway on SE 13th Avenue. Commissioner Ewert questioned whether the driveway could be shifted farther east to increase separation from the nearby intersection and improve traffic flow. Staff explained that the driveway had already been moved approximately ten feet east from the original proposal and that further relocation could impact parking, stormwater facilities, landscaping, and emergency vehicle circulation. Staff also reiterated that the project's traffic analysis concluded the access would operate at a Level of Service (LOS) B and provide safe and efficient site access.

While Commissioners acknowledged ongoing traffic concerns in the area, several recognized the site's physical constraints and the challenges of achieving additional driveway separation while maintaining compliance with development standards.

Commissioner Lewelling expressed continued concerns regarding the overall scale of the development and its potential impacts on traffic and parking. Although acknowledging that the revised proposal was an improvement over the original application, he questioned whether the site could comfortably accommodate the intensity of the proposed use. Other Commissioners noted that the revised plan met applicable development standards and addressed many of the concerns identified during the initial review.

Motion: A motion was made by Commissioner Hutchinson and seconded by Commissioner McCarthy to approve land use application DR 25-03/CUP 25-02, Senior and Memory Care Center, including the supplemental memorandum and conditions of approval as presented by staff. Motion approved 5/2.

Denial Votes: Commissioner Lewelling and Commissioner Driskill both voted to deny land use application DR 25-03/CUP 25-02, Senior and Memory Care Center.

7. ITEMS OF INTEREST/REPORT FROM PLANNING STAFF

- a. Planning Director's Update
- b. The next Planning Commission meeting is planned for **Monday, June 22, 2026**, at 6:00 pm in the Council Chambers.

Planning Director Hardy provided updates on upcoming urban growth boundary expansion processes, comprehensive plan adoption, and a code audit, noting potential July meeting cancellations due to incomplete applications.

8. ITEMS OF INTEREST/GUIDANCE FROM PLANNING COMMISSION

Commission Driskill mentioned her concerns about the public art scoring matrix, particularly regarding the allocation of four points for minor decorative elements rather than more significant public art installations.

9. ADJOURNMENT

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

The meeting adjourned at 7:32 PM