



Meeting Minutes

August 14, 2024 | Regular Meeting

Troutdale Police Community Center – Kellogg Room
 234 SW Kendall Ct, Troutdale, OR 97060

1. Call to Order, Roll Call, & Pledge of Allegiance

Chair Staffenson called the meeting to order at 7:00 PM

Commissioners Present: Kevin Minkoff, Zach Andrews, John Leamy
 Vice Chair Shirley Prickett, Paul Wilcox, Chair Tanney
 Staffenson, Rich Allen

Commissioners Absent: None

City Staff Present: Erika Palmer, Community Development Director
 Dakota Meyer, Associate Planner

Others in Attendance: None

2. Public Comment on Non-Agenda Items

None

3. Review and Approval of Minutes

a. July 10, 20204 Regular Meeting

Wilcox page 2 second paragraph, undistinguished who seconded the nomination but it was made by Leamy. Page 5 sentence regarding the parking lot, Wilcox was referring to the City standard, he was not referring to Diplomat Motors. Re-write the sentence to say, “Concern was with the City standard and not with Diplomat Motors”.

Mr. Minkoff moved to approve the amended minutes, and Mr. Allen seconded the motion. The motion passed unanimously/7-0 and the minutes were adopted.

4. Public Hearings

Land Use Case File LU-0014-2024 1360 SW 257th Drive.

Mr. Staffenson read a description of the public hearing procedure. Staff stated the applicant has requested a continuance of this application to date certain of October 9, 2024. The applicant has signed a corresponding 120-day waiver, to grant the request with state requirements.

There was no objection to granting the applicant a 120-day continuance to date certain of October 9, 2024.

Mr. Minkoff moved a motion to continue the public hearing of file LU-0014-2024 - 1360 SW 257th Dr to October 9, 2024. Mr. Leamy seconded the motion. The motion passed unanimously/7-0.

5. Discussion Items - Development Code Amendments

There were seven sections to review and amend for the omnibus. Staff was looking for notes, edits and scrivener errors. The hope is to get the code cleaned up by next month or at least by October. With a full code amendment package, we could have a public hearing and then make an official recommendation to City Council. As we review all of Commissioner Wilcox's changes, other PC members may notice other errors or discrepancies. Dakota Meyer, Associate Planner, will send the revised code back to everyone after making changes. When you review it again and see edits, call him to discuss and make changes.

6. Staff Communications

Director Palmer mentioned that Colf construction was awarded the contract to construct the Sandy Riverfront Trail Project. She also reminded and encouraged PC that the regular TCAB meeting is the next day.

7. Commissioner Comments

Commissioner Minkoff asked when the approval for so many variances may trigger a change to the code. For example, the apartment buildings on Halsey went against the code. The code is no higher than 3 stories, but the contractor was able to build Fox Ridge with four stories. Commissioner Minkoff also asked if the City has had a work session to discuss Troutdale's identity. Chair Staffenson responded that Troutdale's identity has been discussed, especially for the north side of Columbia River Highway, since it is a more recent development. When we have looked at implementing more standards, the city has received pushback. Commissioner Allan stated that the Council has reviewed a branding/marketing study but didn't act on it. Director Palmer stated the development code does have design standards for the Town Center area, and future development code work through a possible Metro grant would extend design standards down Halsey to create more of a cohesive theme of development.

Commissioner Allen appreciated the great effort that Commissioner Wilcox contributed with edits to the code.

Commissioner Prickett thanked Commissioner Wilcox for all his hard work. She also noted that the grounds at Imagination Station are terrible. It is well used but maintenance needs to be kept up. Kids are tripping over the mats. The grounds wear out too quickly. Prickett will also bring this topic up at the Parks Advisory Committee.

Commissioner Wilcox wonders if the city sign standards/variances are too strict.

Commissioner Andrews appreciates Staff and reassures Commissioner Prickett that the Parks Superintendent has the Imagination Station Park as a top priority to move forward, and it is an ongoing conversation.

Chair Staffenson thanked Commissioner Wilcox for his attention to detail. The chair appreciates everyone taking this code work seriously because it can be a dry topic. He responded to Commissioner Minkoff's question on variance. No variance sets a precedent for future LU applications and projects. Variances are all taken on their merit. Fox Ridge was done when Staff had the latitude to do a 30% variance as a type II application.

Councilor Glantz gave a quick pitch for PC members to run for the 3 City Council and Mayor positions.

8. Adjournment

Commissioner Allen moved to adjourn, and Minkoff seconded the motion. The vote was unanimous, and the meeting was adjourned at 9:45 PM.