



## Meeting Minutes

August 7, 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 Harrington called the meeting to order at 7:00 p.m.

**Committee Present:**

Vice Chair Barney  
 Committee Castillo  
 Chair Harrington  
 Committee Koester

Committee Knight  
 Committee Minkoff  
 Committee Rizzo  
 Committee Stevens

Committee Sunderland  
 Committee Terrell

**Committee Absent:** Committee Staffenson

**City Staff Present:** Associate Planner; Dakota Meyer

2. Public Comment on Non-Agenda Items

None

3. Review and Approval of Minutes

a. July 3, 2024, Regular Meeting

Needed changes before approval: none

*Motion: Commissioner Sunderland moved to adopt the July meeting minutes.  
 Commissioner Koester seconded. Motion Passed 10:0*

4. Discussion Item

a. Committee Role (Review Draft Definition)

Sunderland wanted confirmation that Section A, fourth line down, “appointed members that also serve on other committees could fill this role.” He asked if the statement was exclusive. Koester responded that there is crossover between committees and for convenience, others can become liaisons, too. Chair

Harrington recommend the role description should be delivered in a presentation to the Council for their support then adopt the changes into the Troutdale Development Code. The chair also recommends that the document include references used in the new document.

Sunderland made a motion to send the draft to Ray Young for feedback before a Council presentation. Rizzo seconded it. Motion passed 10:0

There was no public comment on this topic.

Staff explained the term, “concept development plan” which is an over-arching, forwarding-looking vision for the city. The Town Center Plan and the Comprehensive Plan (which looks out 25 years) are examples of concept development plans. If there is abandoned property downtown, the city looks at it now as an opportunity to develop it in the future. Concept Plans are a Type IV land use plan with a 2-year window before the “idea” expires.

As part of public engagement, the proposed CAC language change would allow CAC to review other types of concept development plans such as grants, and development code changes. CAC would provide community engagement and share the feedback with the Planning Commission.

## 5. Staff Communications

Meyer shared the general requirements for street tree pruning and maintenance as per the Troutdale ordinance code section 13.10.150. He brought it forward to ask if CAC would like to discuss updating/clarifying this section.

Wayfinder Beer at The Highlands has its temporary certificate of occupancy (tco) so they are now open to the public.

Home Forward is moving along quickly. They anticipate being complete by January 2026.

Taste of Village has had the pre-app meeting with the Planners. The applicants are proposing a restaurant on bottom floor and hotel on the top portion. They want to bring the façade of the building which includes two large windows to its original state. These changes, among others, do meet the requirements of the town center guidelines. The applicant's identity is not public information at this preliminary step.

The Holsted Type III application on 257<sup>th</sup> will go before the Planning Commission next week. The topic will ‘open’, ‘continue’, and then get closed because the applicant still

has to work with Multnomah County first. The application will officially be heard during the October PC meeting.

Staff shared the Planning Commission Forward-Looking Calendar that the Director creates to highlight recent Planning activities and projects. Staff will share the document with CAC, too. Koester had 1 request and 1 suggestion for the Home Forward project. Give neighbors coupons for free car washes. The project causes a lot of dust. HLC has suggested that Home Forward should give a nod to the previous flower farm when they decide on a name for the complex.

Councilor Glantz announced that the filing deadline for 4 council positions and the mayor position is Aug 27<sup>th</sup> and encouraged everyone to apply.

## 6. Committee Comments

Vice Chair Barney – Shares the parking concern as well. Even tonight he had a hard time finding a spot for the meeting. Thanked everyone for a productive meeting.

Committee Castillo – 257 and Historic HWY, is there any ops? Staff responded, “No”. Any info on the Grand Ronde Casino in Woodvillage? Staff responded, “No” but Minkoff said the residence had voted it down. With ongoing parking issues, which committee is addressing parking? The confluence project could have a parking issue. Staff suggested Marlee is the best one to respond to that question.

Chair Harrington – Fist Friday and the car show was put together really well.

Committee Koester – concerned with Troutdale parking concerns as well. He is monitoring and taking pictures of the HF project from his front porch.

Committee Knight – Apologized for missing the last meeting. Thanked Adrian for taking the lead on the definition document and welcome new members.

Committee Minkoff – sentiments like Knight

Committee Rizzo – Thanked Adrian for his hard work

Committee Staffenson - Absent

Committee Stevens – Thank Adrian. Maybe we should look at AARP walking/mobility audits; it may be useful data. Praise for the maintenance crew who took care of trash at the river and under the bridge. Future capital projects need to also have a maintenance plan for them.

Committee Sunderland – No comments or questions.

Committee Terrell – May see an increase in pedestrian traffic since parking is further from venues. Parking is a concern and he liked using Portland’s Kitty app to park his car. Very easy to use.

## 7. Adjournment

***Motion: Vice Chair Barney moved to adjourn the meeting, and Terrell seconded. Motion passed. 10:0***