



Meeting Minutes

March 13, 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: Chair Tanney Staffenson, Vice Chair Shirley Prickett, Rich Allen, Zach Andrews, John Leamy, Kevin Minkoff, and Paul Wilcox.

Staff Present: Erika Palmer, Community Development Director; Dakota Meyer, Associate Planner; Nik Ramstad, Assistant Planning; and KrisAnn Washington, Planning Administrative Assistant.

2. Public Comment on Non-Agenda Items

None

3. Climate Friendly Equitable Communities (CFEC) Presentation

Evan Manvel, Climate Mitigation Planner for the Department of Land Conservation and Development (DCLD) presented the Commission with an overview of the new CFEC regulations. The CFEC program includes new parking program requirement changes, some of which have been in effect since January 2023. Mr. Manvel stated that a key point is that no mandated parking does not mean no parking is provided. He provided examples where parking was either not required or reduced; the development provided for parking. He stated that one of the reasons for reducing and/or eliminating parking mandates is that there is an opportunity cost and land cost. Two parking stalls can take up 650 sq. ft. of development area, over half the square footage of a two-bedroom apartment. Places can be overparked, too. For example, in Olympia, Washington, 54% of land in commercial sites is used for parking. He stated that in Corvallis, Oregon, 11% of the total land used in the city is for parking, and 10% is for roads. Most cities have a parking management problem and not a parking supply problem. He provided parking space costs from other cities. Mr. Manvel stated that zoning laws and parking requirements can increase the cost of housing, which can be a barrier to people, and that parking means cities often build fewer affordable housing units. Parking uses a lot of land; parking is a significant expense, displaces housing, and many parking lots are underutilized. When people do not have to pay for parking, car ownership and driving rates are higher. Most tenant households in the United States own either zero cars or one car. Mr. Mavel stated that in cities with parking management strategies, units without parking are more affordable, and housing units increased. Oregon adopted new parking reforms in the CFEC rulemaking.

Some reforms went into effect January 1, 2023. Troutdale must update its Development Code and programs by June 30, 2025. CFEC parking standards seek to improve parking management. Parking cannot be required code in areas within ½ mile of frequent transit corridors. Parking is not required for affordable housing, subsidized housing, units less than 750 sq. ft, childcare facilities, and no more than one space/unit for multi-family may be mandated. Garages and carports can't be required, and existing parking lots can be developed if underutilized.

Mr. Manvel stated that there are three options cities can choose to implement: Option 1, repealing parking mandates; 2) Fair policies, choosing at least 2 of 5 fair policies in this option; and 3) repealing mandates for more uses and more areas.

Mr. Mancel stated that most cities have chosen Option 1, and Sherwood has chosen Option 2.

Mr. Manvel then took questions from the commissioners:

Chair Staffenson explained that most developers, given the choice, would build more units without parking; we can't trust the market to provide parking.

Mr. Manvel stated that after Salem reformed parking, 12 out of the 15 multi-family developments provided parking.

Director Palmer thanked Mr. Manvel for his presentation.

4. a. Public Hearing: Planning Case File LU-0005-2024 East County Pickleball Courts

Opening of Hearing

Chair Staffenson opened the public hearing for Planning Case File, a Conditional Use Permit (CUP) for East County Pickleball Courts. Staffenson asked members of the Commission if they had a conflict of interest, ex parte contact, or bias that they would like to declare. Chair Staffenson, Vice Chair Prickett, Commissioners Allen, Andrews, Leamy, Minkoff, and Wilcox stated that they had no ex parte contact, bias, or conflict of interest and plan to participate in the hearing.

Staff Report

Associate Planner Meyer presented the staff report, including the site plan and narrative details on how the applicant meets all criteria for the CUP in Troutdale's Development Code (TDC). The proposed location is within the Troutdale Market Center on the corner of SE Stark and Troutdale Rd. The facility will include twelve certified indoor pickleball courts in an existing retail tenant space in the Community Commercial (CC) zone. There will be no exterior modifications to the building except for a new sign, and the parking area will be re-stripped. Multnomah County is proposing a condition that the applicant submit a Trip Generation or Traffic Impact Study prepared by a professional engineer to estimate the transportation impact of the proposed development. The application was routed to all affected agencies, and all entities that responded suggested approval can be issued with conditions of approval. Mr. Meyer stated that the application meets all decision-making criteria within the TDC as conditioned.

Staff recommended approval with the conditions of the application. Mr. Meyer proceeded to take questions from the Planning Commission.

Commissioner Allen stated that he feels that the proposed use is similar to a previous use of a gymnastic facility and shouldn't have to submit a traffic memo to the County but also understand it is a Multnomah County condition and not from Troutdale staff.

Commissioner Wilcox, under findings of fact paragraph B, it was stated that the building was previously a gymnastic studio. Did this use require a CUP? Also, the complex with the proposed use has adequate parking spots, with 382 spaces, but 455 parking spaces were required when the building was a grocery store years prior.

Mr. Meyer stated he could not find whether the gymnastic studio went through a CUP in the city's files. However, the current code requires this type of use to go through the CUP process. The number of parking spaces in the staff report can be confusing. Mr. Meyer stated that he wanted to show all the required parking spaces for all uses within the shopping center to indicate that the entire site has enough parking to support all existing uses, including the proposed pickleball use.

Chair Staffenson thought the site wouldn't have to pay SDCs since it is like gymnastic use. Mr. Meyer stated that they may have to pay additional SDCs, but they will need to submit the SDC form to be reviewed by city staff. This is more of a check-in type of comment from the Public Works Department.

Commissioner Leamy asked if there was an existing address on the building. Mr. Meyer indicated that there is and that sometimes Gresham Fire uses boilerplate conditions. The address will be reconfirmed during the building permit address.

Applicant Testimony

Stacey Blume and Amelia Salvador stated that they are super excited to open. They have done a lot of research on pickleball in the region, and the site will be the largest in the state of Oregon and quite possibly the West Coast. It will be a destination location for tournaments and bring people to Troutdale.

Commissioner Allen indicated to the applicants that they had received one written testimony in favor of the use.

Commissioner Andrews stated that residents of the city desire to have a Pickleball facility. The community will be excited about this facility.

The applicants stated that everything is indoors and will be soundproofed as other outside facilities have come under pressure and have had to shut down in cities.

Chair Staffenson said that being indoors solves this problem, and people will be able to play year-round.

Commissioner Prickett welcomed the applicant and stated that people can play in all-weather, which is great.

The applicant stated that they would like to see all the Planning Commissioners sign up for Pickleball lessons.

Public Testimony

Proponents:

There were no proponents who testified.

Opponents:

There were no opponents who testified.

Neutral Parties:

There were no neutral parties who testified.

Applicant Clarification/Rebuttal

The applicant said they stated everything they had to say about the proposal to the commission.

Closure of Hearing

Vice Chair Prickett moved to close the public hearing, and Commissioner Minkoff seconded the motion. The motion passed unanimously, and the hearing was closed.

Commission Vote and Deliberation

Vice Chair Prickett moved to accept the conditions as written, and Commissioner Minkoff seconded the motion. The motion passed unanimously.

Vice Chair Prickett moved to approve the findings of fact and final order as written for LU-0005-2024 as presented, and Minkoff seconded the motion. The motion passed unanimously.

b. Public Hearing: Planning Case File LU-0007-2024 Checkmat Portland

Opening of Hearing

Chair Staffenson opened the public hearing for the Planning Case File, a Conditional Use Permit (CUP) for Checkmat Portland. Staffenson asked members of the Commission if they had a conflict of interest, ex parte contact, or bias that they would like to declare. Chair Staffenson, Vice Chair Prickett, Commissioners Allen, Andrews, Leamy, Minkoff, and Wilcox stated that they had no ex parte contact, bias, or conflict of interest and plan to participate in the hearing.

Staff Report

Assistant Planner Nik Ramstad presented the staff report, including the site plan and narrative details on how the applicant meets all criteria for the Conditional Use Permit (CUP) in Troutdale's Development Code (TDC). The proposed location for the Ju-Jitsu facility is within an existing suite in the Gorge Outlet Mall. Mr. Ramstad reviewed the applicable criteria and stated that the Town Center Overlay standards were not used in the staff report because they were not triggered through this application.

Chair Staffenson suggested updating the staff report to state that the application met the Town Center Overlay standards—planning staff agreed to this change.

Mr. Ramstad stated that all affected agencies were notified of the proposal. All agencies that submitted comments stated the permit can be issued with conditions of approval. Mr. Ramstad reviewed all decision-making criteria and how the application meets all criteria for the CUP in the TDC. Parking is more than adequate for the proposed use. The applicant is moving into an existing suite, and no exterior changes to the site, including landscaping, are proposed. Staff finds that no nuisances are anticipated.

Mr. Ramstad stated that Gresham Fire is conditioning the application to provide the suite number on the main entrance for identification, and Multnomah County is requesting that the applicant submit a trip generation letter or traffic impact study prepared by a professional engineer to estimate the transportation impact from the proposed development.

Mr. Ramstad recommended to the Planning Commission that the application be approved with conditions.

Mr. Ramstad proceeded to take questions from the Commission.

Chair Staffenson asked about parking and if it was taken into account that 257th Way would be built out in the future, and this improvement would remove some parking.

Mr. Ramstad responded that parking is accommodated through the tenant and that there is ample parking within the outlet mall site. The public right of way for 257th was included in this case in addition to the existing parking spaces. Mr. Ramstad clarified that this site has no minimum parking requirements with new state standards because it is within a ½ mile of frequent transit service.

Commissioner Wilcox stated that the Findings of Fact, section B, needs to have consistent street identification throughout the record..

Applicant Testimony

Antonio Roberto stated that he is looking forward to opening his studio to help build the community positively and constructively. He is from Brazil and moved to Oregon 3 years ago. Three-time national champion.

Public Testimony

Proponents

Dwayne Denson has been a member of the academy in Gresham, and it plays a positive role in his life. He would like to see this studio in Troutdale.

Opponents

There were no opponents who testified.

Neutral Parties

There were no neutral parties who testified.

Applicant Clarification / Rebuttal

None

Closure of Hearing

Vice Chair Prickett moved to close the public hearing, and Commissioner Allen seconded the motion. The motion passed unanimously, and the hearing was closed.

Deliberations and Vote

Commissioner Allen stated that when he was a City Council member, the city had litigation with Time Equities, the owners of the outlet mall where the applicant will have the studio, but it's not a conflict of interest. Chair Staffenson asked for any challenges. There were none.

Commissioner Allen said he believes the current retail market is under pressure and supports the proposed use of the outlet mall area because it would bring activity to the Troutdale community.

Commissioner Andrews says the studio will be good for teaching small children to elderly folks in the community.

Vice Chair Prickett moved to recommend approval of the conditions of approval for case file LU-0007-2024 CheckMat Portland as presented, and Commissioner Andrews seconded the motion. The motion passed unanimously.

Vice Chair Prickett moved to approve the Findings of Fact and Final Order as amended by staff. Commissioner Andrews seconded the motion, which passed unanimously.

5. Code Update Discussion – Use Tables

Tabled to April 10, 2024

6. Staff Communications

Director Palmer reminded the commission that the City Recorder sent out the SEI statements. It is due by April 15 but cannot be started until March 15. Associate Planner Meyer shared two more hearings are coming for the next PC meeting: Main Street on Halsey and a variance request.

7. Commissioner Comments

Commissioner Allen likes the staff getting to healthier levels.

Commissioner Wilcox would like to know if there is any guidance on parking for usage other than sq. footage. He also stated that the code does not define a gym. The two applications tonight used the definition of active recreation. Commissioner Wilcox asked why MUV didn't require a conditional use permit.

Associate Planner Meyer stated that when MUV was reviewed, it was classified as a personal service because it offered training services. After conversing with Associate Planner Ramstad when the applications came and reading the active recreation use definition, the two uses proposed this evening fell under that definition. Mr. Meyer stated that the code update work code better clarifies these types of uses by adding a gym definition or clarifying active recreation use.

Commissioner Minkoff shared the work CAC is doing in terms of increasing citizen participation and reviewing what their role is.

8. Adjournment

Vice Chair Prickett moved to adjourn, and Commissioner Minkoff seconded the motion. The vote was unanimous, and the meeting was adjourned at 9:50 p.m.