



Meeting Minutes

October 30, 2024 | Special 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 p.m.

Commissioners Present: Chair Staffenson, Vice Chair Prickett, Commissioner Allen, Andrews, Leamy, Minkoff and Wilcox

Commissioners Absent: None

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

2. Public Comment on Non-Agenda Items

None

3. *Review and Approval of October 9, 2024 Minutes*

Approval was held for time enough to incorporate feedback from Commissioner Wilcox

4. Public Hearings

Chair Staffenson read a description of the public hearing process.

- a. **Land Use Application: LU-0014-2024 1360 SW 257th Dr. – Continuance Proposal:** The Applicant is seeking Site Development Review and Variance approval for a new multi-family housing development at 1360 SW 257th Dr. The proposed project includes 15 dwelling units and 45 off-street parking spaces. The applicant is requesting three variances—two setback variances and one setback to the outdoor private open space requirement.

Erika Palmer, Community Development Director, updated PC that the applicant is requesting a further continuance to November 13th during the regular PC

meeting because there wasn't time for Staff to analyze the applicant's submitted revised site plan.

Motion: Commissioner Andrews moved to honor the request for continuance to Nov 13, 2024, and Vice Chair Prickett seconded. Motion Passed 7:0.

b. Public Hearings

Land Use Application: 75-16, Development Code Omnibus Amendment Package

Proposal: This omnibus aims to bring clarity and uniformity to the current development code while correcting scrivener's errors from previous code amendments.

Associate Planner Dakota Meyer referred to the 75-16 Staff Report Packet to discuss specific proposed amendment changes. Associate Planner Meyer stated that Metro requested a simple change to clarify that gym use would not be permitted in regionally significant industrial areas (RSIAs). In Troutdale, the only RSIA is the airport.

PC provided comment/discussion on many of the changes:

- Discussion on Major Entertainment facilities – should this use also be described by having vehicle trip count associated with the use? Staff discussed that traffic impacts would be reviewed at the time of submittal. A Major Entertainment facility would likely trigger a traffic impact analysis from the county.
- The definition of a food cart pod was discussed. It should be indented on page 65 to make the use fall under eating and drinking establishment.
- Height in a mixed-use commercial zone (Confluence Site). If an applicant increases the height from 35 to 55 feet, the application type should be reviewed as a Type III land use review. Director Palmer indicated that if a development plan comes in for the Confluence Site, it won't be a Type II review; it will be a Type III review through the Planning Commission. The Planning Commission would review such a request on the Confluence Site.
- Discussion: 10% of a trail/pathway can be within 30 ft. of a protected water feature. There was concern that development within 50 ft of a protected water feature may impact habitat. Associate Planner Meyer explained that FEMA required changes to the code that will be presented to the commission soon; this standard may become moot, as an applicant must provide a habitat assessment that shows no net loss of habitat in an application for development within VECO.
- 4.318 should read, "The HCA boundary shall be established by a professional and verified by the City of Troutdale." The first line of that page should read the preceding rather than proceeding.

- Associate Planner Meyer clarified that when there is a conflict between Chapter 9, Parking, and Chapter 8, Development Design Standards, Chapter 8 is what governs. Staff explained that this chapter will be modified by CFEC changes soon.

Staff recommends approval of the amendments to City Council.

Public Testimony:

Adrian Koester asked a procedural question: “Is there any intent to seek input from the CAC?” Staff replied that the changes were not substantive in nature but were for consistency and clarification. The CAC has been informed of the changes through Staff Communications; however, having the CAC contribute early to the process could be an opportunity in the future.

Prickett made a motion to close the public hearing and Minkoff seconded it.

Motion Passed 7:0.

Wilcox does not recommend the omnibus to City Council without changing the Parking chapter.

Minkoff motioned to recommend LU-75-16 as amended to the City Council, and Prickett seconded. Motion Passed 6:1.

5. Staff Communications

Director Palmer says the council will hear LU-75-16, Development Code Omnibus, on November 12, and the URA Board will review the updated RFQ for the Confluence site.

6. Commissioner Comments

Chair Staffenson – obey the speed signs once Stark Street Bridge opens in a few months.

7. Adjournment - *Motion: Vice Chair Prickett moved to adjourn the meeting, and Commissioner Minkoff seconded. Motion passed. 7:0.*