



CITY OF TROUTDALE

Citizens Advisory Committee

MEETING AGENDA

Wednesday, January 6, 2021 | 7:00 p.m.

Troutdale Police Community Center – Kellogg Room

234 SW Kendall Ct – Troutdale, OR 97060

Public comments are welcome at any time during the meeting.

1. **Call to Order, Roll Call, & Pledge of Allegiance**
2. **Public Comment**
3. **Review & Approval of Minutes**
 - i. November 4, 2020 Meeting Minutes
 - ii. December 2, 2020 Rent Burden Town Hall Meeting Minutes – Review Only
4. **Discussion Items**
 - i. Appointment of Chair and Vice Chair
 - ii. CAC Website Updates
5. **Department Report**
6. **Committee Comments**
7. **Adjourn**

Next Regular Meeting:

Wednesday, February 3, 2020 | 7:00 p.m. | Troutdale Police Community Center

Due to safety precautions regarding COVID-19, there will be a limit on public attendance in the Kellogg Room. The meeting will also be held virtually via Zoom. If members of the public wish to join, please email

amber.shackelford@troutdaleoregon.gov for a link to the meeting.

This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting to the Planning Division (planning@troutdaleoregon.gov or 503-665-5175)

Citizens Advisory Committee Minutes

Wednesday, November 4, 2020 | 7:00 p.m.

Troutdale Police Community Center – Kellogg Room

234 SW Kendall Ct – Troutdale, OR 97060

Held in-person and virtually via Zoom

Public comments are welcome at any time during the meeting.

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

Present: Will Knight (Chair)
David Wheaton
Timothy Erich
Alexander Lumiere
Shelly Reynolds
Kyle Schwab
Jon Brown
Diane Castillo
Victoria Rizzo
Heidi Hinshaw

Absent: Chris Barney

Staff: Chris Damgen, Community Development Director
Amber Shackelford, Assistant Planner
Joe Storagee, Code Compliance Officer
Melissa S. Bocarde, Independent Contractor/Transcriptionist

Members of
the Public: Marko Lescanec
Nicole Lawrence
Tanney Staffenson
Paul Wilcox

2. Public Comment

Chair Knight asked if there was any public comment on a non-agenda item. There was none.

Chair Knight suggested beginning with the discussion item related to keeping chickens.

3. Discussion Items

i. Ordinance on Chickens

Chair Knight recognized Staff members Chris Damgen and Amber Shackelford. Mr. Damgen, who is the Community Development Director, explained that he would show a slide presentation covering why Staff are seeking input regarding an ordinance on owning chickens within the City limits.

He explained that at tonight's discussion, the CAC would discuss whether or not Troutdale residents can keep chickens and, if yes, what are the appropriate standards that should be put in place, if any, to regulate chickens. As part of that discussion, a few residents will offer testimony about their experiences with keeping chickens in Troutdale. At the end of this meeting, the City Council is asking for a recommendation. This matter has already come to City Council and is now being referred to CAC, so they would like to get the group's recommendation tonight. However, that will not mean the conversation is over since there will need to be a second hearing at the City Council, but they are very interested in hearing the CAC's recommendation.

Mr. Damgen said that the reason they were talking about chickens is because there currently are no City-specific standards. Troutdale's standards are to defer to the Multnomah County code and for years that's worked fine. However, Multnomah County's code now says to check with your local city for city-specific standards and every city in Multnomah County has developed their own standards, but not Troutdale. As a result, when Staff get inquiries about chickens, they have nothing to say about this. That has become somewhat problematic since there are good chicken owners and problematic chicken owners in the city, and Staff wants to be able to help people who are genuinely interested in keeping chickens and doing a good job with it. Because of this, the Staff developed some of their own language and took it to Council, largely copying and pasting language from Gresham's chicken ordinance. The Council heard from several people, two of whom are attending tonight, who offered some very thought-provoking testimony.

An important caveat is that if a chicken code is approved by Council, it doesn't necessarily pertain to your own neighborhood since certain neighborhoods have strict ordinances that prohibit chickens altogether. Also, for people who currently keep chickens, there will be a period of time for them to come into compliance with the new ordinances if they currently are not, probably the typical period of 6-12 months.

Mr. Damgen asked if there were any questions. Mr. Wheaton said he had a few questions regarding 6.08.040 of the ordinance called "enclosures." He feels it implies that the City wants an offset away from the house and from adjoining lot lines and it says they want it on a "different lot" but not necessarily from the owner. This sounds like you can put your coop on someone else's property, and he doesn't feel that would be appropriate, or that it is the intent. Second, under 6.08.050 under inspections, it uses the word "manager" and Mr. Wheaton says it should include "manager or designate". Chair Knight suggested they revisit these issues after having the discussion about whether they want to have chickens or not.

Mr. Schwab asked if there had been a back story to this discussion, such as a substantial amount of people complaining about chickens. Mr. Damgen said that Staff receive regular inquiries about whether residents can keep chickens. There also was a recent rodent infestation that the Code Officer feels was the result of badly kept chicken coops, and he will testify about that tonight. Finally, it's a blind spot in the code since every other City in the County has one that addresses chickens.

Mr. Damgen returned to Staff's slide presentation and the first issue concerning whether to cap the number of chickens allowed. A number of cities do this, so Staff's proposal is for 3 chickens that are greater than 4 months old and no roosters. This matches the City of Gresham standards and other similar jurisdictions, though other cities are higher or lower. Also, most area cities prohibit roosters.

The pros for these limitations are that they discourage any potential negative impacts from too many chickens and it keeps the ordinance in line with those in other cities in the area. Staff feel that there needs to be adequate room for the chickens along with other things commonly found in residential yards, like tool sheds and swing sets, and this recommendation would match the space allowed in a typical yard.

The cons to limiting chickens are that there may be people who have a greater number of chickens currently, and this would negatively affect them. It also restricts backyard farming and homegrown options, and they will hear testimony about this.

Mr. Damgen turned to his next slide about site and dimensional standards which are closely modeled on Gresham's, although they have doubled the space requirements for coops and runs. The proposed coop hours are from 9 p.m.-7 a.m. and while these might not be enforceable, at least there would be expectations in place, similar to those governing construction site hours. They are also proposing there be chicken feed storage standards to prevent problems.

Staff feel that the pros for the recommendations they are making include having some type of standards, as do other cities, and that they allow twice as much space for coops and runs as does Gresham. The con is that it may affect existing keepers of chickens who are no longer in compliance. Additionally, there has been research that shows that free range chickens are happier and healthier than chickens kept in coops.

The third and final issue that Staff wants the CAC to discuss is the permitting process. The proposal is a two-year permit with a fee to be determined by Council, perhaps \$100. There would be inspection of the space upon application submittal but it would not be repeated regularly. Future inspections would be complaint-driven. The main reason for the permit process is that Staff knows where people are keeping chickens so that they are aware if there is a problem. However, permits can also protect the owner from frivolous complaints or lawsuits from neighbors who don't like chickens. It protects the City because Staff are able to revoke the permit if it does become a problem in the future

The cons are that there is staff work associated with any permit. It also could dissuade people from keeping chickens who don't want to deal with obtaining a permit.

Chair Knight asked if there were any questions from CAC members for Mr. Damgen. Ms. Castillo asked how they could limit the number of chickens when there will be new chicks, and Mr. Damgen explained they are only limiting the number of full-grown hens. She asked if their proposal would allow the chicken run to be movable. Mr. Damgen said yes, they could be. She asked about the appeal process in 6.06.06 and when that would come into play. Mr. Damgen said there could be unusually sized properties, such as when there's a larger front yard than back yard, and they could do a variance to allow for chickens in the front yard instead. She asked if in Gresham, they specify the number of total property size needed to keep chickens, and Mr. Damgen said that they did not.

Ms. Hinshaw asked if the Staff's proposal only allowed single family homes to keep chickens. He answered that this was correct, and Ms. Hinshaw said she had a problem with that. She feels that if people who are living in a duplex and have room to do it should be able to keep chickens. Also, if apartment communities agree that they are all right with someone keeping chickens, they should be allowed to do so. Mr. Damgen said that if you removed the word "detached," you could allow for duplexes but it would still be single-family units. He said that since Staff had basically cut and pasted Gresham's ordinances, he didn't know the justification behind them, but this is where Ms. Hinshaw and other CAC members can contribute guidance.

Mr. Lumiere commented that he agreed with Ms. Hinshaw that many duplexes have adequate room for chickens, and he thinks they should remove the word "detached." He also feels that a \$100 fee is too high for someone who is also purchasing chickens and the necessary items for raising them. Often people are keeping chickens because they are low-income and are trying to farm their own eggs.

Mr. Schwab asked if by requiring a permit, the City opens itself to any liability because they have authorized someone to keep chickens if something happens as a result, such as them attracting a coyote. Mr. Damgen said that he feels they are more likely to be liable for negligence by not having a code since there can be rodent infestations as a result, and rats damaging people's cars.

Mr. Erich commented that he is concerned that they are over-regulating. He understands having a basic ordinance because there is one and to include a fee, but Troutdale is near the gorge and farmland. He asked if someone has a very large property such as half an acre, if these standards would still apply. Mr. Damgen said that they could do that. Mr. Lumiere answered there should be allowance made for varying sizes of properties. He wants to encourage people to have chickens unless there is a problem, and then they can deal with it.

Mr. Lumiere asked Mr. Damgen what types of problems are typically faced by Cities that allow chickens, and Mr. Damgen answered that this would be addressed in public comment.

Mr. Brown said that he has kept four chickens before in a rollable coop and that he has never had any issues with raccoons or neighbors. However, he is a very good chicken farmer. He thinks a code is fine, but doesn't recommend fees. He also thinks not having roosters is a good idea. He doesn't think the City should over-regulate in this area. Also, his home insurance would have taken care of any issues, but he was responsible about things like keeping the feed secure. Mr. Lumiere asked Mr. Brown if they stayed out all winter. Mr. Brown said his coop wasn't very big, but he had a floodlight and he would provide extra hay and keep them protected from the east wind. During a storm, he checked on them every two hours and covered the coop with a tarp.

Chair Knight opened public comment beginning with Mr. Storagee, the Code Compliance Officer for the City of Troutdale. He is invested in the City of Troutdale and brought this forward for quality of life reasons. He also personally has had chickens and doesn't believe that having them attracts rats, but the feed does. He predicts that people who keep clean chicken coops will not hear from him. Having a chicken ordinance is actually a tool for him to regulate rats. They are prolific breeders and also can smell previous rat's trails and will return. They are very attracted to feed on the ground, and he has had more calls about rats than about bad chicken owners, including five or six recently which include \$700 worth of damage to someone's new pickup truck. Basically, what he has learned is to keep the coops off the ground, to keep the nests tighter than a half an inch, keep the feed in a metal container, put away the food and water at night, and the rats will stay away because they won't be attracted to available food and water at night when they forage.

In his experience, including as a police officer, when neighbors begin feuding against a neighbor, it's advantageous for that person to be able to point to being in compliance with the City's code so that it is dismissed as a frivolous complaint.

Chair Knight asked if he could speak of the photos he's taken of rat damage. Mr. Storagee answered that he had invited the resident involved to speak to the issue tonight. Chair Knight asked Mr. Storagee what his recommendations would be to keep rats from bothering people's chickens. Mr. Storagee answered that it's common sense things like keeping the chicken feed in a metal container. He acknowledged that chicken owners don't want rats either.

Mr. Erich commented that maybe the CAC should look at ordinances that specifically deal with preventing rats instead of focusing on keeping chickens. For example, if people are leaving food out at night, that attracts vultures and rats, and there could be an ordinance dealing with that issue. Mr. Storagee answered that there is currently statute 8 within the Nuisance Code that addresses this and also things like

keeping the grass cut short so as not to harbor vectors. Mr. Erich said he appreciated knowing that since he does want to address quality of life issues such as preventing rats while also keeping up the country atmosphere that attracts many people to Troutdale in the first place. He also appreciated the civil tone of the discussion.

Mr. Storagee commented that if Troutdale adds any more development like Morgan Meadows, the increased density could lead to discord between neighbors.

A woman who couldn't be identified by the transcriptionist in the live meeting asked Mr. Storagee if there had been other complaints besides rats that are related to people keeping chickens. He answered that there have been complaints about people keeping chickens too close to the property line and also about the noise that they make. The same speaker asked how many complaints he's had and Mr. Storagee said that he hasn't counted them but there were probably five of them in one of those pictures. The speaker asked if Mr. Storagee considered five complaints to be objectionable, and he said that he did feel that it was. She asked him if things like keeping food in metal containers are already covered in the nuisance ordinance and about bringing food inside in the evenings.

Mr. Damgen replied that in 6.08.040, there's a reference that any sort of feed must be stored in a sealed container although it doesn't specify the exact material type. There are also restrictions mentioned in Item G. The speaker said that she personally has friends who keeps chickens and has them in mind. She also personally loves chickens and that she loves the idea of keeping them because they are a very healthy food choice. Also, organic free-range eggs are much more expensive in the store and so keeping them in your background is a frugal alternative. People used to also keep Victory Gardens during wartime and share produce with other families. She would suggest adding a definition of the required amount of square feet the property must have.

She asked the Code Officer if he had any other suggestions based on his experience for what this code should contain. He said no, but there needs to be a tool. He spoke to someone last week who would like to buy a home and bring his chickens, and there is no restriction on that at this time.

Chair Knight then called on Marko Lescanec, a resident of Troutdale. He lives next door to a home where several people are living as part of one household, and one couple decided to buy chickens. The chickens have often been seen roaming the streets and he and his wife have advised the household of this, but they are not receptive to his feedback. Like many of his neighbors, he has lived there for a very long time—33 years—and he has noticed many problems on his street since these neighbors moved in. Also, the chickens have been digging holes, and the digging has led to more dust. They are also very noisy early in the morning. Finally, his neighbor noticed rats, and this is a problem that wasn't around before, and he believed that it was because of the chickens and suggested that Mr. Lescanec contact Mr. Storagee, which he did. He appreciates the CAC addressing this issue on behalf of him and his neighbors. He thinks that the rats are coming because they smell the food inside the chicken's cages and will not keep the chicken feed in the garage.

Chair Knight thanked Mr. Lescanec for attending the CAC meeting and acknowledged how frustrating the situation must be for him and his neighbors. He asked if he would support people being able to keep chickens if the City addressed the concerns that he'd raised, and he said he definitely would. He also has friends who have chickens in a coop that are well cared for and kept clean, so the rats do not bother them.

Chair Knight recognized Nicole Lawrence, a resident of Troutdale. She submitted a letter and pictures of her coop ahead of the meeting. She keeps six chickens and has kept them since last spring, right after

Covid and the shut-down when it became more difficult to find groceries reliably. She has 3 children that eat constantly and she realized that she wanted to control her family food spending, especially for meat.

She says she is not a big fan of confining chickens. She's found it works well to let them be free range and roam for portions of the day, especially since they eat weeds and other healthy greens and clean out her yard, and this also means their eggs and meat have more nutritional value. They are also great at providing pest and environmental control. Also, when they are confined to their coops for long periods of time, they get bored and peck at each other and go after the eggs. She said that her husband is opposed to the permits, but after attending tonight's meeting, she feels that they've made good arguments for permits, though not \$100. A fee would encourage people to take raising chickens seriously instead of impulsively adopting some and then becoming tired of it.

She suggested changing the 7 a.m. – 9 p.m. rule to from dawn to dusk. In her experience, chickens wake up early and need to be fed. They get very angry, and so as a chicken owner, you need to be willing to get up and care for them which also contributes to noise. As a result, she hasn't had any complaints about noise or cleanliness. They had one bird escape once, but in general, she is respectful and kind towards her neighbors and they are towards her as well.

She read the City of Portland's ordinance which has a vaguer suggestion about sanitation and then shows examples of appropriate types of coops and feeding systems. Also, regarding the previous speaker's testimony, she has only seen one rodent even though she lives close to the hoarding property. There are also several cats and dogs in the neighborhood, and she has not seen an uptick of rodents. Also, every chicken owner should clean their coop at least weekly.

She keeps her coop very close to her house, about 15 feet. They have been very responsible, and they are not directly under someone's bedroom window. If they needed to come into compliance with the proposed ordinance, they would need to keep them in the middle of the yard, which would be a real eyesore. Keeping theirs against the house protects them against the wind and it also looks much more like a shed. Also, she would like the CAC to know that she and her husband have invested a great deal of time and money into keeping chickens.

Chair Knight asked if she had Mr. Lescanec's neighbor, what would she suggest as a chicken owner to help them get back to being a good chicken owner. She said they need to mind their chickens. Free range doesn't mean they are never supervised by people since we are in a city, not on a large farm. They also maintain the yard so they have grass, and maybe their yard isn't in good enough shape and that's why the chickens are digging. She thinks there are other issues going on.

Chair Knight asked how she felt about the proposed number of chickens. She felt that there were too many chickens in that coop, and there are standards for how many can live comfortably in a coop. She has six chickens and the run is 12x5 and the coop is 5x5. Mr. Damgen said that sounded like about 4 square feet per chicken in the coop.

Regarding the number of chickens, six is good for her family since not all of them lay every day. A friend of her says you need a chicken per person in your family, but they have 8 people in their family.

She also suggested creating a welcome packet to hand to new chicken owners so they can learn and get connected with other resources. She personally read a lot to understand what she was about to do and believes that most people want to do the right thing. She hopes that responsible chicken owners won't suffer as a result of an ordinance.

Ms. Rizzo asked how many hours a day she lets her chickens out of the coop. Ms. Lawrence replied that she lets them out for an hour to two hours per day and they seem happy with that amount of time. The speaker asked if she was there while they were outside and Ms. Lawrence said she was close by but not standing with them the entire time. The speaker asked if she clipped her chickens' wings and Ms. Lawrence answered that she did not though she was aware that some people did. The speaker asked about the size of Ms. Lawrence's backyard. **(Her answer was inaudible.)** The speaker asked when they laid eggs, and Ms. Lawrence answered that they don't just lay eggs in the morning and that it depends on the chicken's preference. She has one that is an early layer and the others are spaced throughout the day.

Chair Knight asked if there were any other questions from CAC members. He thanked Ms. Lawrence for speaking and asked if she had attended the Council meeting, which she had. He asked how she knew of meetings since the CAC is trying to track how to get the word out, and she said a neighbor had told her the Council would be discussing the topic of chickens.

Next, Mr. Damgen pointed out to Chair Knight that Mr. Wilcox had submitted a comment. Chair Knight acknowledged this and asked Mr. Wilcox if he had any other comments. He then asked the CAC members if they had questions or comments for Mr. Wilcox and they did not.

Chair Knight returned to Mr. Damgen's questions. First, should they allow chickens? Second, they needed to look at number of chickens allowed, siting standards, and the permit process. He asked for a consensus from the group regarding whether people should be allowed to keep chickens. Mr. Damgen summarized the vote; a large majority favored keeping chickens.

Chair Knight opened discussion about the Staff's cut and pasted sample chicken ordinance. Ms. Rizzo said she agreed that the code should specify from "dawn to dusk." Also, she thinks 3 is too little of a number. Also, for people that have them already and some of them are part of the family, she would like to grandfather in the households so they can keep them. She is also very against the fee since people are raising chickens to help supplement their food. She asked if it would be possible to do a no-fee permit. Mr. Damgen said yes, but then there is no incentive to get a permit. They do currently have permit applications with no fees attached, but he thinks that the main reason to have them is so the City is aware that somebody has started keeping chickens and Mr. Storagee inspects the property.

He also mentioned that it's easy for someone to apply now from the web site instead of needing to make a trip to Staff's offices, and there's also not a paper burden for Staff to manage. He reminded them that this is only a recommendation.

Ms. Reynolds asked if there is a code and a fine for not complying with it, would their need to be a permit? Mr. Damgen answered that the permit offers some protection to the chicken owner from neighbors who complain, assuming they are taking good care of the chickens. They are able to show that they have a City permit to do so. Chair Knight suggested that even without a permit, if the Code Officer was called and inspected the property, he could find that the complaint was frivolous. Mr. Damgen replied that this was true but a permit would offer further protection if the case ended up in mediation. Staff has seen this happen before in other cases.

Mr. Wheaton commented that he thought there should be a small but reasonable cost to keep the bad actors at bay. He is torn between the small town feel and thinking about 20 years into the future. He was on the Town Center committee and they addressed this issue, and no one talked about chickens. They did talk about increasing density and growth and over time, the more people in a smaller space, the more problems you will have like this. He feels that there should be a minimum lot size to have chickens and second, if development occurs and that minimum size isn't attainable then chickens shouldn't be allowed.

He thinks that unfortunately it only takes one bad actor to mess up a neighborhood as they go into the future and be less concerned about what's happened in the past.

Ms. Castillo suggested that they have a one-time \$25 fee that includes a welcome packet with information about raising chickens. That way people have the information they need to be a good neighbor. Also, later on, if there becomes a density issue that this could be addressed at a later time. For now, she feels that if chicken owners are being responsible about things like where food is kept at night, cleaning the coop weekly, that things could be fine. All of these things could be included in the code so that people's yards aren't infested with rats, for example. She isn't sure that it needs to be repeated every two years, however.

Mr. Damgen said that maybe Gresham includes the renewal because otherwise there's the question of if the permit belongs to the person who originally applied for it or to the property owner during the period it's active. For example, the original applicant could have moved. Ms. Castillo says she feels that the permit belongs to the applicant and not to the property. Mr. Damgen compared this to a business who resides in one location and then moves out and still has the permit to operate, and he said this could be a red flag.

Chair Knight asked Ms. Castillo if she thought there should only be one permit one time, and she said that she did, but the permit holder would also have contact information so they could reach out to the city with questions.

Mr. Wheaton asked if the fee could be based on how many chickens a person kept, such as a \$25 per chicken fee. Mr. Damgen answered this is possible. Mr. Wheaton said he feels this would allow it but discourage use over time so that people would tend to have less and not more.

Mr. Schwab said he feels that current chicken owners should be grandfathered into the ordinance. Also, it makes sense to him that the number of chickens someone has is limited by the size of their property. It makes sense to him to have a permit and to have it renewed and that it can be free if it doesn't eat up staff time. It's as much for the chicken owner as for the staff's use since it allows the chicken owner to become aware of what is required of them.

Ms. Reynolds said that chickens are flock birds. She was raised with chickens. You really need a minimum of two but three is better. Charging by chickens after the first 3 chickens might help people keep desires down to have a lot of chickens. Also, she has a problem with grandfathering this in because there are people who are not good chicken owners who need to change. If they are grandfathered in, then they will not need to follow the code. She suggested that if you're already a chicken owner, you have one year to come into compliance with the city code. She agrees that chickens have a lot of personality and can become family members but the likelihood that you're attached to all ten chickens is slim.

Ms. Castillo said she'd like to address the issue that Ms. Lawrence raised of chickens needing to roam for one to two hours per day while being supervised. She asked that this be included in the ordinance.

Ms. Rizzo commented that she is all right with grandfathering in the number of chickens owned by current chicken owners kept but they would still need to come into compliance with the code immediately. However, she doesn't want to take away any kid's pets. She feels that the number of chickens in the future would be on the honor system.

Chair Knight said that he feels they definitely have a problem with some chicken owners and they definitely need to have a standard that the Code Officer can use as an enforcement tool. He doesn't think there needs to be an inspection prior to getting a permit since if they are doing it well and the neighbors are OK with it, the City doesn't need to get involved, and that they need to achieve a balance of letting

people do what they want while protecting homeowners with legitimate concerns, like Mr. Lescanec's. He did an informal Google search just now and found a wide variety of what other cities allow. For example, in Lake Oswego, they basically don't care what you do as long as the chickens and roosters aren't noisy. Corvallis is very similar about allowing chickens as long as they stay on your property. Beaverton also allows up to four hens at single-family homes and duplexes on lots at least 5,000 sq. ft. or greater, but no roosters are allowed within the city limits of Beaverton. City of Portland does not require a permit for fewer than 3 chickens but it does for more than 3 chickens. Salem's code also mentions honeybees. Eugene also lists several animals in its ordinance, including rabbits and pigs, so a chicken ordinance might just be the tip of the iceberg of regulating animals in residents' backyards. Mr. Damgen added that he agreed this would be the case. Chair Knight said that the small town feel really is the draw to the community and something that the Town Center Committee said it wanted to maintain.

Going over the consensus, he hears 4-6 chickens; that we should have some type of siting and dimensional standards; and regarding a permit, he personally would like to see a nominal fee of \$5. He remembers one time he went to a favorite outdoor recreation site with his kids and there were signs posted that he now needed a permit. When he asked about the reason why, he was told that he needed to pay for a permit so they could pay Staff to check and make sure he had a permit.

Chair Knight asked the group for their thoughts. Ms. Castillo said she would like to require someone to have at least 20,000 square feet. Mr. Damgen said that only 10% of the properties in Troutdale are that size and the majority of detached and semi-detached houses are between 7,000-10,000. Ms. Castillo said she wanted to withdraw that suggestion.

Mr. Lumiere commented that while he agrees with Chair Knight's suggestion to keep bureaucracy low, he sees requiring a permit as an opportunity to educate chicken owners about what will be involved.

Chair Knight asked for thoughts about detached vs. attached housing. He personally agrees with Ms. Hinshaw's earlier comment that anyone who is able to meet the siting standards and keep the goodwill of their neighbors should be allowed to keep chickens, even if they live in a duplex. Ms. Reynolds commented that apartment community and multi-family dwellings will establish their own regulations. Ms. Hinshaw said she agreed, but she wonders if they need to say anything in their regulation or can they leave that up to the apartment complexes? Ms. Reynolds clarified that she wants to implement the code and that she agrees about removing the word "detached" so that any household that meets the requirements is allowed to have chickens.

Chair Knight asked whether the group felt the chicken coop needs to be located 15 feet or 25 feet away from the home and also whether they should be located 10 feet from the property line. Mr. Damgen commented that these coops fall into the category of "accessory structures" even though they aren't regulated by the Development Code and typically sheds are allowed to go up to 3 feet of the property line. Ms. Hinshaw stated that she doesn't think they should nail down a number because it seems like a very case by case situation, depending on the property. Chair Knight said he agreed and thought that it could be left vague unless there are complaints by neighbors about a nuisance. Mr. Damgen said the default would be 3 feet off the property line. Ms. Reynolds said that what really needs to be addressed is that the chickens are kept away from the neighbor's property. When it is warm, there will definitely be smells and neighbors shouldn't be subjected to that.

Chair Knight asked if the group wanted to make a recommendation. He said to remember that if great chicken owners don't cause any complaints, no one is going to visit their home to make sure they meet the required number. On the other hand, if there is an issue of a bad chicken owner, there needs to be a

standard that Mr. Storagee can enforce. Mr. Damgen reminded the group that this was only a recommendation they were making to the Council.

Ms. Hinshaw says she wants to make sure big houses are not prioritized over small houses. As Mr. Wheaton said, they are increasing density, but if people in small houses talk to their neighbors and they are OK with it, she wants them to be able to have chickens. She would default to Mr. Brown or Ms. Reynolds concerning how many chickens since they have owned chickens.

Mr. Damgen showed a slide summarizing recommendations (these were added to during discussion):

- Number of chickens: 6
- Detached/attached? Allow it for residential properties regardless of types, apartments/neighbors can self-regulate
- Siting: reducing from 25 to 15 feet from adjacent residence.
- Distance of property lines?
- Fee? - \$5
- Dusk to dawn
- Open air/free range allowed
- Chicken feed must be kept in a metal container.

Ms. Hinshaw said she liked the idea of a \$5 fee. She asked why the permit needed to expire. Chair Knight said that if it was renewed every 2 years, it would be on Mr. Storagee's radar. Also, Mr. Damgen added, if someone moves away and you have a bad actor who tries to use the permit from 10-15 years, there should be a way to prevent this. Ms. Hinshaw said her recommendation is that there is a \$5 fee, that it's renewed every 2 years, and that it isn't portable because your new place will have its own new features. Mr. Damgen said that you would need to list the property on the application but Staff wants to avoid it being permanently part of the property forever. Ms. Hinshaw asked if \$5 was reasonable to pay for oversight and Staff costs. Mr. Damgen said that they might as well not charge anything at all if they are charging \$5, but the City isn't looking to profit from this. In fact, maybe some of the revenue from application fees could go to help people like Mr. Lescanec who had to repair property damage because of bad chicken owners. Chair Knight said the welcome packet could be sent electronically so there wouldn't be a cost of materials. Chair Knight asked about how the group felt about "3 for Free" fees, and Ms. Hinshaw said that would be difficult to enforce. Mr. Lumiere said he favors a flat fee. Chair Knight said they would add \$5 as the fee to the recommendation list. He also said he hadn't heard any concerns about chickens being able to roam as long as there aren't complaints.

He asked if there was a motion to make a recommendation to the City Council. Ms. Rizzo said she wanted to include the "dusk to dawn" language.

Ms. Castillo said she would like Chair Knight to attend the Council meeting to make sure their recommendation is understood. Mr. Damgen said that he can also report on the Council discussion to CAC members so that they know what is decided.

Chair Knight said that he wanted to make sure that metal cans were required and Mr. Damgen said he would make sure to include that in the draft. Chair Knight asked him to send a draft in advance.

Chair Knight asked if anyone would like to make a motion to make a recommendation to Council.

- Number of chickens: 6

- Detached/attached? Allow it for residential properties regardless of types, apartments/neighbors can self-regulate
- Siting: reducing from 25 to 15 feet from adjacent residence.
- Distance of property lines?
- Fee? - \$5
- Dusk to dawn
- Open air/free range allowed
- Chicken feed must be kept in a metal container.

Ms. Castillo moved and Ms. Rizzo seconded to present the recommendation to the Council The motion passed unanimously.

Chair Knight suggested forgoing the web site update in the interest in time.

4. Review & Approval of Minutes

i. September 2, 2020 Meeting Minutes

The transcriptionist made the correction of a speaker's name to the September 2 minutes. Mr. Schwab had a grammatical change suggestion. Ms. Shackelford made the changes. There were no other corrections.

Ms. Rizzo moved to accept the amended September 2, 2020 minutes and Ms. Castillo seconded. The motion passed unanimously.

ii. October 7, 2020 Meeting Minutes

Moving to the October minutes, Ms. Hinshaw clarified that she was not trying to make disparaging remarks about Sugarpine and clarified better wording. Chair Knight suggested a grammatical change. Mr. Lumiere clarified that he was not included in the list of the attendees. Ms. Shackelford made the changes. There were no other corrections.

Ms. Rizzo moved to accept the minutes of October 7, 2020 as corrected and Ms. Hinshaw seconded the motion. The motion passed unanimously.

5. Return to Discussion Items

iii. Rent-Burdened Meeting

Ms. Shackelford said that the Planning Commission will also attend the meeting. She said that regarding discussion of whether there can be a potluck as in years past, Staff would make the room available but would not be present for it and will not be responsible for the cleanup. This will also mean that the potluck will start at 6 p.m. and the Rent Burden Meeting will start at 7 p.m. Ms. Hinshaw said she unfortunately thought that the potluck was not a good idea this year due to Covid and Chair Knight agreed.

Chair Knight asked how many people would attend and how to handle seating. Mr. Damgen said that the group capacity is what can be allowed with social distancing, so he thinks about 20 people can attend. Chair Knight asked if Staff could ask for RSVPs to make sure all can be accommodated in the room while understanding informally that some of them may end up sitting in the lobby. Ms. Shackelford said they do

want to get people really engaged with it and going beyond what is required by State law. They are thinking of ways they can gather residents' data about their experiences, such as having an online form people can fill out and advertising in social media. Also, last year they sent postcards reminding people in multi-family housing about the meeting and they can do that again. She asked if there are other ideas from CAC members about how to get people involved.

Mr. Schwab said that at work and other community meetings he's attended, people can type into chat and the moderator can call on people in that order. Ms. Hinshaw asked what the meeting is about. Ms. Shackelford explained that when a large portion of residents are paying over 30% of their income on rent, they are required to host a meeting on the topic. Mr. Damgen said that the meetings have been valuable. For example, they learned that they needed to do a new housing needs analysis as a result of that rent burden meeting. Troutdale is number three in the Metro region in terms of rent burden which often surprises many people. The meeting is held at the end of the year to help City Staff and the Planning Commission address the issue of rent burden and quality of life in the upcoming year.

Returning to how to get the word out, Ms. Hinshaw said that communications should make it clear that this is a chance for residents to have a voice in their community. Chair Knight suggested also posting it on the Nextdoor app. He also wants to make sure that all City meetings are posted. Chair Knight said he also thought it was important, like Ms. Hinshaw said, to make sure residents understood this is a chance to be heard.

Mr. Tanney Staffenson, Chair of the Planning Commission, introduced himself. He explained that the Planning Commission had a housing needs committee that included a realtor, a housing advocate, a commercial banker, developer, someone who studied the issue and now works for the State. They had 5 meetings and at the end of it, they came up with an extensive 94-page document that contained all of the technical data. He thinks it's important to know that the cost burden rate for Troutdale is 38%. 55% of these are renters and 56% are homeowners. This is compared to Gresham at 40% and 44% in Multnomah County whereas Portland is at 37%. Also, this is a document that every city of Troutdale's size has to do, and he thanks Staff for putting forth the resources and direction to get ahead of this before the State mandated it.

Mr. Staffenson explained there's a deficit in housing of 611 units for the \$0-35,000 income group, and in the \$35,000-100,000 range, there is a housing surplus, but there is a 1,054 deficit for those earning \$100,000+. So there are two markets we are not effectively handling. He said the long document is a technical document, and then there is an Executive Summary containing the objectives and policies. That document has not been adopted yet and is still very much a working document.

Mr. Staffenson said they're scheduled to add 720 new dwelling units between now and 2040. We already have 350 of those that need to be constructed or are under-construction at this time. As Mr. Wheaton said earlier this evening, density is going to be an issue. The City will be able to address some of this with the Confluence project, but they will need to look at density in other areas as well. On behalf of the Housing Committee, they really appreciate the opportunity to partner with the CAC to do what we can to make things work for everybody. Also, it's great to have something online for them to fill out, but if we're able to get people to engage at the meeting, even via Zoom, it's very impactful because the tenants and landlords are always very respectful of each other and in the real world, the landlord needs the tenant as much as the tenant needs the landlord. Chair Knight thanked Mr. Staffenson for his comments.

Ms. Hinshaw suggested having breakout groups on the Zoom call if there are lots of people attending so it's easier for people to talk. Ms. Rizzo said the problem with that is that they would not be able to record these and the meeting needs to be recorded. Chair Staffenson said that would be possible.

6. Department Report

Ms. Farrell is headed on family leave next week and says she wishes you all the best in her absence. She shared an update for the Sandy River Trail project. It's moving along. They've completed the RFP for the structural engineering design and the City has selected a firm to help with the design. They've hired APFF of Beaverton to design a multi-use trail along the Sandy River. The landscape architect attended the last Parks Advisory Meeting. There was discussion about a potential nature play area and the trail is set to be named Wabun.

Also, the Town Center Plan will be concluded soon. We hope to have a meeting at the end of the month on it and we're hoping to have a plan before City Council in December. Also, December 1 will be the mid-year budget update for the City and the time of the meeting will be available on the City web site. Finally, an update from the Economic Development Coordinator. The Saturday after Thanksgiving is Small Business Saturday and everyone is encouraged to support small businesses that day. Artist Sunday is the following day when you can support your local artists.

Chair Knight asked if there had been conversations about river access. Mr. Damgen said that from the landscape architect's point of view, direct river access will present design challenges, but they have talked about the idea of using an opportunity site to create a mile-long trail.

7. Committee Comments

Mr. Wheaton said he has talked with Mr. Damgen about river access. He doesn't remember the architect getting into detail at the meeting to discuss those features.

Ms. Reynolds says Paul Wilcox had left a comment that a member of the public wasn't able to comment. Ms. Shackelford will follow up and send the email to the transcriptionist.

Ms. Hinshaw wished everyone good health and a happy Thanksgiving as did Mr. Schwab and Mr. Lumiere.

Ms. Rizzo asked if anyone knew about the Toy Drive. Chair Knight said he wasn't sure if Wal-Mart was going to allow it or not.

Chair Knight thanked everyone for being there. He appreciated the great discussion and problem solving around keeping chickens in the City.

8. Adjourn

Ms. Rizzo moved to adjourn the meeting and it was seconded by Ms. Reynolds. The motion passed unanimously and the meeting was adjourned at 9:13 p.m.

Next Regular Meeting:

Wednesday, December 2, 2020 | 7:00 p.m. | Troutdale Police Community Center

Due to safety precautions regarding COVID-19, there will be a limit on public attendance in the Kellogg Room. The meeting will also be held virtually via Zoom. If members of the public wish to join, please email amber.shackelford@troutdaleoregon.gov for a link to the meeting.



CITY OF TROUTDALE

Planning Commission

RENT BURDEN TOWN HALL MEETING MINUTES

Wednesday, December 2, 2020 | 6:00 p.m.

Meeting Held via Zoom

1. Welcome and Introductions

Chair Tanney Staffenson of the Planning Commission opened the meeting by welcoming all and asking the members of the Planning Commission, the host, to introduce themselves. The members included: Sandy Glantz, Shirley Prickett, Jordan Wittren, Gian Paolo Mammone, Paul Wilcox, and Tanney Staffenson. The members of the Citizen Advisory Committee then introduced themselves: Chris Barney, Victoria Rizzo, Will Knight, Shelley Reynolds, Alexander Lumiere, David Wheaton, Heidi Hinshaw, Diane Castillo-White, and Kyle Schwab.

Chair Staffenson thanked everyone for being there to discuss this serious and complicated issue and thanked Staff for bringing it to the forefront. He said that last year, the Planning Commission formed a committee of stakeholders and did a complete housing analysis. He turned the meeting over to Chris Damgen, Community Development Director.

2. Rent Burden in Troutdale

Chris Damgen introduced himself and Amber Shackelford, Assistant Planner, and Brenda Valdez, Administrative Assistant. Staff will be presenting the results of a recent survey. Based on census statistics and research by the State, Troutdale is one of the top ten rent-burdened areas in Oregon. While there are plenty of issues for people who pay mortgages, the State compels Troutdale to discuss rent burdens annually, and this is the third one held since HB 4006 was introduced.

Ms. Shackelford began a slide presentation. She explained that the presentation would cover:

- Why we are here: House Bill 4006
- Defining rent burden
- Troutdale's rental profile
- Progress update from 2019
- Staff survey and feedback
- Citizen feedback

Additionally, the State requires discussion about:

- Causes and consequences of severe rent burdens
- Barriers to reducing rent burdens
- Possible solutions to reduce the number of rent-burdened households

i. Why We Are Here – House Bill 4006

House Bill 4006 was a bill that passed in 2018, and it was created to increase local awareness of rent burden causes and potential solutions by having a community meeting to discuss the issue, and to encourage local jurisdictions to take steps and/or communicate what support they need to address severe rent burden in their community. The bill also has collected housing-related information to better understand the effectiveness of solutions and assist cities in housing planning efforts with technical assistance grants.

ii. Defining “Rent Burdened”

Ms. Shackelford turned to the topic of defining rent burden. The nationally accepted standard of rent burdened is when someone is spending 30 percent or more of their income on rent. Currently, slightly over 60 percent of renters in Troutdale are in this category. “Severely rent burdened” is defined as spending 50 percent or more of household income on rent. About 34 percent of renters in Troutdale are spending half or more of their income on rent, causing them to be severely rent burdened. This has increased from just over 31 percent reported in 2018 and 32.9 percent in 2019. A city is considered severely rent burdened if more than 25 percent of renter households pay more than half of their monthly income on rent.

iii. Troutdale’s Rental Profile

Regarding Troutdale’s rental profile, 38.5 percent of housing units are rentals, and not all renters live in apartments. Renters live in all housing types, including single-family houses, duplexes, RVs and rented homes. About 950 renters in Troutdale live in rental apartments and the rest fall into the other categories of housing types.

Local factors that might contribute to the high rent-burden population include: the increasing regional costs in the Portland metro area, and people getting pushed towards Troutdale; migration trends of people moving from outside of the area, while there is not enough housing for everyone; proximity to educational and training facilities (student housing); and lack of diversity in the housing supply since 69 percent of total housing units are single family detached units and people have no choice but to move into these higher priced units.

Mr. Damgen said there can be things that the survey data will not show from a qualitative sense like the impact of Covid 19. He guesses it’s probably exaggerated some of the trends Staff have seen. He said the 2020 census takes baseline 2010 census information and extrapolates it, but 2020 will provide a much more accurate snapshot and then it will take another year to filter through it and understand this profile.

Ms. Shackelford continued her presentation with a graph from the housing needs analysis showing the different brackets of residents' household income and the surplus or deficit of housing in those income brackets. There is a deficit of housing available to low-income people which causes them to choose more expensive housing than they can easily afford, thus becoming debt-burdened. Conversely, there is a housing deficit for people on the higher spectrum of income, but it doesn't cause them to be rent-burdened. Mr. Damgen commented there has been community discussion about that and this graph shows that housing affects everyone and Troutdale's housing policy does not need to only address low-income housing, even though that is the topic tonight. There is still a need for a comprehensive strategy.

Ms. Shackelford showed the housing income data from 2017. Troutdale has a slightly higher median household income than Multnomah County and Oregon as a whole. In spite of that, there are still issues with housing affordability. She then showed a graph from the Housing Needs Analysis of the change in housing tenure. There has been a change of 12 percent rent occupied houses from 2000 to 2017. Also, the majority of housing owners live in single-family detached housing units while renters are spread across various housing types with a majority in multi-family housing.

3. Rent Burden Discussion

i. Causes and Consequences of Severe Rent Burdens, Barriers to Reducing Rent Burdens

Mr. Damgen continued the presentation about progress made from 2019. The goal of this meeting has been not only to talk about this issue but to discuss what steps might be taken. It was determined early on in 2018 that there wasn't a great deal of information about the availability of community housing data. It led to a policy for Staff to create an updated Housing Needs Analysis which is a technical document that is mandated by the State. It contains a Buildable Lands Inventory which is a snapshot of all developable land and attempts to match the capacity for that land with what the actual demand for housing might be for a community over a 20-year period. This document determines the need for housing at all income levels. Historically, in Oregon, each city has an obligation to make sure it has sufficient affordable housing per state law.

In addition to creating the Housing Needs Analysis, Staff has also drafted a Plan of Action with specific steps for programs that can be implemented to tackle the issues of having enough affordable housing for other income levels. This information is stored at the City of Troutdale's web page under the Community Development/Planning links. At the bottom of the web page are two supporting documents that can be viewed by anyone who is interested. These are the Troutdale Housing Needs Analysis report and the Troutdale Housing Summary, the more concise of the two.

Mr. Damgen turned to the topic of survey feedback received by staff in 2018 conducted around this time of year. Staff has relaunched a 2020 survey which asks similar questions, as well as some about COVID-19. The survey wasn't only sent to renters but also to landlords and property management companies and other interested stakeholders. Staff

does not have enough results from the 2020 survey launched last week to share that information, but it will be shared in the next 2-3 months.

Mr. Damgen showed a slide illustrating the demographics of the people who returned surveys, noting that a little over half were not landlords or tenants but people who were interested in the topic. However, many renters did respond. In answering the question of whether or not someone was considering moving away from Troutdale to find more affordable housing, over 40 percent of Troutdale renters said they were very likely to do so. Staff has seen from the early 2020 responses that this number has increased substantially.

When asked if the person's rent had increased substantially since they moved in, 40-45 percent answered that it had either by "a great deal" or "a lot." When asked about sources of paying rent, the majority had full-time employment and a significant amount of people were fixed income. Staff is seeing that this graph will look very different in 2020. There will be a lot more people receiving unemployment, help from family members, or depending on part-time income.

When asked if fear of eviction has ever prevented someone from contacting their landlord about maintenance issues, in 2018, about half surveyed answered "no, never", but there was still some concern expressed about this in the "sometimes" category. In 2020, there are dramatic increases in people answering "always" or "usually" being concerned about eviction if they report maintenance issues. This may be a product of widespread fear about housing stability, but it could also mean that tenants do not understand what rights and protections they have.

When asked "If you were to lose your job tomorrow, how many months would you be able to maintain paying rent?" with "none" not being an option, about two thirds answered they only have a month to cover expenses. It is apparent that there is not a large safety net for people to cover rent in case of a job loss or sudden loss of income. When asked about landlords, some people rent to own, and about two thirds of the answers indicate that landlords did not reside in the property they are letting. Regarding monthly payment amount, the majority of people are in the \$1000-\$1499 range.

When landlords were asked what type of properties they own, the largest number owned single-family houses. When asked whether they've raised their rent more than three times in the last five years, most people said they hadn't. The State has put some rent control policies in effect that limit how much rent can increase since this question was asked. When asked how many tenants they've had in the past five years, the answers are across the map.

Staff will have fresh survey results in about two months to share. The initial results are going to be sobering but they are subject to change. However, it seems clear that Covid will have an impact on landlords and tenants.

Mr. Damgen commented that he would show slides about specific questions the State required to be addressed and the answers collected from the past two meetings. First, he showed the slide regarding the causes and consequences of severe rent burdens and second, what are barriers to reducing rent burdens. He said these issues would be revisited later in the meeting so that participants can add their own input to the lists.

He noted that much of affordable housing is located in older units that require more maintenance and sometimes tenants will try to fix the problems themselves, especially since many of them are living in single family homes that are 50+ years old.

4. Solutions

i. Metro Bond – Affordable Housing, Progress Update from 2019

Mr. Damgen listed some of the options that have already been discussed to reduce the number of rent-burdened households. These include opportunities for partnerships, strategies, and potential city policies such as an Affordable Housing Committee which has until now been the Planning Commission and a few other members. The Council might want to consider a standing committee to address this issue. Mr. Damgen believes that Troutdale has enough resources to tackle the issue at the local level instead of waiting for a top-down directive from the State. He also noted that while there are other opportunities for City policies and programs, there are also very real budget constraints facing the City in 2020 due to Covid.

He gave an overview of the Metro Bond that was passed in November 2018 of \$652.8 million serving 12,000 people. New homes are being created in Washington, Multnomah, and Clackamas counties, including 3900 affordable homes. Of these, 1600 are deeply affordable at 30 percent Area Median Income. Half of all these units have to be family-sized.

Metro has established Implementation Partners to carry out the affordable housing bond. Home Forward has the balance of the property outside of Portland and Gresham. They will be responsible for 111 total units in Fairview, Wood Village, and Troutdale, 46 of these units are to be at 30 percent AMI. Mr. Damgen explained Senate Bill 608, Rent Control. The two main outcomes are that it limits no cause evictions and how much landlords can increase rent each year.

Ms. Shackelford shared legislation that has resulted because of Covid 19. Multnomah County Ordinance 1287 means that landlords aren't able to evict tenants for not paying rent, utilities and fees through January 8, 2021. With few exceptions, they also are not able to evict or threaten to evict tenants. Tenants can't be charged any late fees for their inability to pay rent during this time period and they have until July 8, 2021 to pay back any rent that is owed from October 1 to January 8. The back rent from April 1 to September 30 is still due by March 31, 2021 under HB 4213. There is also a Statewide Executive Order 20-56 that provides similar protections. Additionally, HB 4204 directed lenders to defer residential and commercial payments until September 30, 2020, and that was extended to December

31. Also, HB 4213 allows tenants to pay back any rent or money not paid between April 1, 2020 and September 30, 2020 without any penalties or fees. There was also an order issued by the Center for Disease Control but this is superseded by Oregon's and Multnomah County's stronger protections afforded to tenants.

Ms. Shackelford then showed the City's web page on her screen and the link that connects residents to financial resources available to anyone affected financially by Covid. She showed the "Resident Rental and Utility Assistance Program" link with contact information for City staff. This concluded Staff's PowerPoint presentation.

Chair Staffenson asked if there were any questions for the Staff. Ms. Glantz asked if the 2018 or 2020 surveys ask about racial information. Mr. Damgen answered that this and other demographic information has not been included. Ms. Glantz said that it would be interesting to know and suggested adding it to future surveys. Mr. Damgen said that the CARES resource page that Ms. Shackelford had shown does have an optional form where you can disclose race and primary language spoken at home. Ms. Glantz asked also if the surveys have asked for people's occupations and Mr. Damgen answered that they have not. Ms. Glantz asked if there was any worry about the statistical accuracy of the 2018 survey since there were few respondents. Mr. Damgen said that there were 107 respondents and that it only appeared that there were 38 people who identified themselves as renters. Staff acknowledges that is not a very high number but they did the best effort they could. Ms. Glantz suggested going to schools to get more responses.

Ms. Hinshaw asked Mr. Damgen what strategies Staff have to increase survey participation this time. Mr. Damgen said he welcomes help from stakeholders such as the CAC. He is also confident that the City's increased social media presence will help. He also likes Ms. Glantz's suggestion of involving schools and would welcome ideas about how to do this. Ms. Shackelford added that in the annual postcard mailing to City apartments, the postcard included a QR code that points people to the survey link on the web page. Ms. Hinshaw said that she lives in a duplex and didn't receive a postcard. Ms. Shackelford said they only have a mailing list of apartments and acknowledged that some renters are left out of the mailing. Mr. Damgen said that he agrees this isn't desirable since 40 percent of renters don't live in apartments.

Mr. Wheaton asked if the Staff knew how many landlords there are in Troutdale. Mr. Damgen answered that he didn't know of a source for this information but would be happy to add it if one exists, and Mr. Wheaton said he thought that would be valuable.

Mr. Mammone said he appreciated knowing about the City's web page link to financial resources available to renters. He asked if he could receive a copy of the power point presentation and if these could sent as agenda attachments in the future so they would have time to think of questions before the meeting.

Mr. Wilcox asked if there is any way that Staff can track if single family rentals are increasing or decreasing. He wonders if landlords are opting to sell some of the older properties. Mr. Damgen said the American Communities

Survey data is Staff's way of capturing that. The City hasn't tracked whom is renting to whom. He said that some cities do that, especially cities with high vacation home rentals, like Hood River or coastal cities, but Troutdale hasn't done this. However, it's an interesting point to consider and Staff can get some data but it won't tell the whole story.

Ms. Prickett asked if there's any data on how many families are sharing a rental property to help make it affordable. Some people are considered homeless if they're living with another family and not on the lease, so this is a statistic that's not included in the Housing Analysis. Mr. Damgen said this is included in the 2020 survey as a result of Covid. He acknowledged that this is very relevant point. Ms. Prickett said that this would give a clearer example of what the community's needs are.

5. Feedback from the Public

Chair Staffenson invited stakeholders to comment on what they've heard so far. Ms. Amanda Saul with Home Forward introduced herself. She explained that the Metro Affordable Housing Bond was passed in 2018 and Home Forward was given an allocation of nearly \$16 million by Metro to develop 111 properties in the areas that are not located within Portland or Gresham. They found there was a lot of need for affordable housing in Troutdale based on the number of residents who are rent-burdened and/or low-income compared to the number of units that are available to low-income people. They've had several conversations with the Council and Staff and next year will ramp up and have a project to present in 2021.

Timothy Erich, who arrived late, introduced himself and asked for the total Metro bond amount. Ms. Saul answered that it was \$652 million for the three counties. Mr. Erich asked if she could explain how given this large allocation of funds, houselessness remains a significant problem. Ms. Saul answered that it takes time to build housing and also to get the processes set up to transfer the funds from Metro to the jurisdictions who are building the housing or are another pass-through. For example, the City of Portland will do an RFP and developers will apply for those funds. Mr. Erich said that he has visited the web site and there is a lot of language about plans for the funds, but he doesn't see a lot getting done, and it's very frustrating and confusing for residents. Ms. Saul acknowledged that she understands that, and she believes that 50 percent of the \$652 million has now been allocated to actual projects and some have even started construction. Mr. Erich said that the average voter is not aware of the progress being made and that the City has its work cut out in terms of showing the successes and letting people experience and be part of that success. Ms. Saul agreed. Mr. Erich said that maybe the CAC can help.

Nathan Clark introduced himself as a staff person for Multnomah County Commissioner Lori Stegmann. He thanked Mr. Erich for that question and commented that there are many factors involved in homelessness, all of which are exacerbated by Covid, and every homeless person has a different situation. For example, some people they help may already have a job and only need housing which is an easy fix, but someone else might have a substance abuse problem and that needs to be fixed first before money is spent on housing. Also, there are families who need something larger than an SRO and that takes money to build. Additionally, government contractors are required to

pay their employees a living wage which drives up the cost for developers. On the other hand, if they are not paid a living wage, then they are forcing the people building the housing into the category of potentially being low-income, thus adding to the problem. They also need to be able to provide transportation to the construction projects. In summary, he appreciates Mr. Erich bringing up how the community views the delays so that his staff remembers to keep messaging people about progress being made. He also said that in recent years, the federal government has not been interested in helping local governments tackle this issue.

Ms. Prickett asked if the *Champion* could include a quarterly update from Mr. Clark since many people don't know how to access the information from Metro. He said he would be happy to help with that. Mr. Damgen added that most people continue to get their local news from the *Champion*. He asked Mr. Clark if Staff had accurately reported Multnomah County activities, and Mr. Clark said yes, and he also hopes that there will also be news about the Covid vaccine soon, but meanwhile, half of the employees in Multnomah County who make \$14/hour have been laid off.

Jason Hitzert with Chris Gorsek's office introduced himself. He said that while the eviction moratorium will end in the near future, there may still be small rental assistance payments for small landlords. The Legislature would like to meet before the end of the year but it's unlikely since they're running out of time. Mr. Hitzer asked Ms. Saul if the \$652 million will be managed by NGOs and other organizations, so that could have an upward of \$6 billion impact on housing throughout the metro area. Also, while it takes two years for a building to come online, when you see the amount of construction going on, it's safe to assume some of these are being driven by those funds. However, some of the hard-core houseless are currently losing services because these are going to people who would normally be housed in a lower priced metro area. Chair Staffenson asked Mr. Hitzer how people could contact him with follow-up questions, and he suggested googling "Chris Gorsek Oregon." He said he would also be happy to help with outreach.

6. Open Discussion

Mr. Damgen said that the cost of transportation is also important in assessing the cost of living for a community. He said that 94 percent of people who work in Troutdale do not live in Troutdale. That's also the number of Troutdale residents who have full-time employment and leave Troutdale to go to work. Troutdale's largest employers are Amazon and FedEx and McMenamins, all of which pay their workers a prevailing wage that qualifies them for low-income housing if it is available in the area. There are also many people who live in Troutdale who are commuting to jobs elsewhere because they are not available in the City.

Ms. Glantz suggested that Staff ask on surveys where people work and live to make that distance related in terms of how far they commute. For example, Legacy Mount Hood is a large employer and it's right on the city's border and is a short trip for someone who lives here. Mr. Damgen answered that's a fair point. He does have zip code data from Amazon and 18 percent of their 2500 employees commute from Washington. Ms. Glantz commented that it would be hard for Troutdale to house that many people and Mr. Damgen answered he did not feel that the City is obligated to do so, but it would be good to make a dent in it and it might be helpful to employers also, in terms of retention.

Ms. Prickett asked Mr. Damgen if his numbers include commuting by bus. Troutdale doesn't have the mass transit infrastructure that Gresham and Portland have. Mr. Damgen said that the percentage who commute to Amazon via transit are in the single digits. There's now a supplemental shuttle on the weekends, but that's a short-term solution and there's a weekend work requirement by Fed Ex and Amazon. There also isn't any East-West transit and so that excludes a portion of North Gresham, Rockwood, Fairview and Wood Village from commuting to that job center. Staff has been trying to figure out how expanding transportation can help low-income and debt-burdened residents indirectly.

Ms. Hinshaw said that a case could be made for Amazon and Fed Ex to provide bus service, but there is no way to make this happen. She asked Mr. Damgen if he has a source for how many employees work there. Mr. Damgen said there isn't one currently. Also, he said, Amazon pays a transit tax and yet feel they are not getting the transit they want. Chair Staffenson agreed that Amazon complains that they pay \$3 million per year to Trimet and can't get a bus.

Ms. Castillo-White commented she does not want to reduce the barriers to rent burden by changing building codes to not require things like landscaping and architectural flourishes that will not deter current livability standards. She has attended many sessions at the League of Cities conferences and often hears from government employees and homebuilder associations but not from people who need the housing about what they'd like it to look like. She pointed out that people from different cultures have their own values about what works well for them, such as wanting a small plot of land for vegetable gardening. She especially feels for people who are living surrounded by concrete during the pandemic. She would like to know what amenities people would like and how they would feel safe. She doesn't feel this has been part of the conversation. She hopes there are creative alternatives to high density and no green space. Ms. Hinshaw agreed, especially livability factors such as insulation so that you don't hear your neighbor's conversations. Chair Staffenson said they hear a lot about the ways to make housing more economical and that it might shift the burdens to others who can't afford it. For example, if they reduce fees, someone else may have to pay for the sewage and water that they can't afford.

Mr. Damgen said that regarding the residential design standards, no one wants to build soviet style concrete lots but there is something to be said for building articulation when pricing a multi-family structure. He hopes that the Main Streets on Halsey project might offer some inspiration in this area about how you get the spirit and intent of the code while reducing construction costs.

Mr. Erich asked if there has ever been a time when Troutdale has not increased property taxes to the maximum amount allowed by law. Ms. Glantz said that not since the State initiative in the 1990s limited property tax. Mr. Erich said he wondered if there will be a city that is brave enough to say that there's a time to cut property taxes during a pandemic. Chair Staffenson said that when the Kellogg Room was built, prevailing wage helped raise the building cost to \$1.2 million. He wonders if there's any thought about managing the prevailing wage price differently. Ms. Saul

said property developers would support that since it increases cost by 10-15 percent more to pay BOLI wages. They used to be allowed to do a split determination meaning if it had a commercial property, you had to pay BOLI wages on that part, but not on the residential portion. However, that is not allowed any more. Ms. Hinshaw asked if that de-incentivized mixed-use building, and Ms. Saul answered that it had and that Metro Bonds can only be used for affordable housing and there aren't many grant opportunities to pay for commercial space.

Mr. Damgen said that last year there was discussion about senior affordable housing for people relying on SSI, SSDI and fixed incomes. The Housing Needs Analysis addresses this and so does the housing strategy drafted. He asked the group if they thought this was an important need. Ms. Glantz said that she appreciates "age in place" housing. It's easy to monitor how long someone has been at that residence and for people who have mobility issues as they age. There was a program in Boston where they connected older empty nesters with a spare room with college students with board in exchange for home maintenance.

Ms. Prickett said that as people age, finding a place is so expensive that they can't afford even to live in an assisted living or a retirement community unless they're paying \$5000-\$6000/month so their cost of being retired means living in substandard conditions or living in a home they can't afford to maintain.

Ms. Hinshaw said that aging in place requires access to transportation and groceries and basic services and she hopes those are all things they consider as they plan for the future. She thinks it would be amazing if they could have mixed commercial and residential use. Mr. Damgen said there are developers who look for those opportunities if they create housing strategies that will attract them and make a project profitable. They should decide what tools should be available in the toolbox and how to prioritize it.

Mr. Damgen asked what the priorities should be for next year with an incoming Council. From a staff perspective, they would like those from committees to go through the Housing Needs Analysis summary and the draft of the Housing Analysis Strategy. As Ms. Saul said, it's likely that Home Forward will make progress, and housing will be an important topic next year.

Ms. Glantz said that she'd like to plug planned developments. She feels it's an underutilized tool that can make a lot of people happy and get a lot accomplished. Mr. Mammone said that he thought there might be a solution outside of the housing typology. There is no silver bullet, but a lot of elements contribute to the issue. If you decrease the cost of housing but you also decrease wages, then you decrease the cost of disposable income which means a potential disaster. The housing typology and subsidies and public transportation are important, but they need to address wages. The Chamber of Commerce may advocate not raising wages, but then you kill disposable income and the residents can't support the local businesses. It's important to have conversations with different strategic partners to find optimal solutions as difficult as that might be.

Ms. Castillo-White asked if Troutdale's schools are currently at full capacity, and Mr. Damgen said that they are not and hadn't been even pre-Covid. Ms. Castillo-White asked about the occupancy rate at the new Eagle Ridge Apartment complex. Mr. Damgen answered there are still 5 out of 9 buildings that need the certificate of occupancy, but the others are 2/3 full which exceeded the developer's expectations. Ms. Castillo-White asked about the development being built on Halsey Street, and Mr. Damgen said the one that is closest to McMenamins is a 60-unit subdivision and 10 of these have accessory dwelling units (ADUs). The other property is a previously approved and platted "zombie subdivision" that has been reactivated and will be 40 town home units. Mr. Lumiere asked where the "zombie subdivision" is located. Mr. Damgen answered it's on Halsey Street and Columbia River Highway across the street from the Harvest Christian Church.

Mr. Damgen concluded by saying the CAC and Planning Commission would get survey results in the near future. Staff plans on presenting at the February meetings.

Ms. Hinshaw asked if there were members of the public that wanted to comment. None came forward. Chair Staffenson said that it was very eye-opening to study the housing situation and how many people are impacted and that it was worse than he personally thought it was. Mr. Damgen said that this is not only a renter's issue and there are struggling homeowners, but tonight's focus needed to be on rent burden.

Mr. Erich asked if there were any statistics regarding how many homeowners weren't making their full mortgage payments. Mr. Damgen said the housing summary shows a percentage of homeowners who are cost burdened, it's just not as high of a percentage as the rent burden. Ms. Hinshaw asked if there was any volunteer or City-run maintenance crew that could help people keep their buildings at or above code. Mr. Damgen said there isn't but Gresham has a rental housing program run by the city and building staff are trained to inspect rental units on a cycle. In some cases, the property owners welcome it because it can separate the good ones from the bad. However, Gresham is six times their size. Setting up a program like that is possible but it would need to be a policy decision. He wonders if there is a corps of volunteers. Ms. Prickett asked if a senior homeowner can connect with community or outreach programs that can help them with their yards. Mr. Damgen said their code officer has helped people connect with churches and Boy Scout troops. He feels the program could be expanded.

In closing, Mr. Damgen thanked Ms. Shackelford and Ms. Valdez for all their work and also Ms. Farrell, who is on leave. He thanked everyone for their time and attention, and Chair Staffenson echoed that. He hopes everyone is more informed and can share the information and all work together to make something positive happen.

7. Adjournment

The meeting was adjourned at 8:20 p.m.

APPROVAL OF MINUTES

Tanney Staffenson, Chair

Date of Approval

Melissa Bocarde, Attest



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OUR PURPOSE

The Citizens Advisory Committee (CAC) is a committee comprised of Troutdale residents who represent the views of the residents of Troutdale to the Troutdale City Council. While primarily charged with encouraging citizen involvement as identified by Goal 1 of the Comprehensive Land Use Plan, the group also discusses, researches, and analyzes complex topics facing Troutdale residents. Topics are typically referred to the CAC by the Troutdale City Council, and the CAC in turn provides official recommendations as to actions City Council should take, or policies the Council should adopt.

MEMBERS

The CAC is an 11 member body, appointed by City Council, on staggered, three year terms.

[Meet the Troutdale CAC](#)

MEETINGS

The CAC meets regularly on the first Wednesday of the month at 7:00 p.m. Meetings are held in the Kellogg Room of the Troutdale Police Community Center (234 SW Kendall Ct).

[View Previous Meetings](#)

Contact Information

Business Office

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PROJECTS

The CAC addresses complex issues facing Troutdale residents. Below is a list of some of the CAC's most recent projects.

[Defining Public Safety](#)

[Resources During COVID-19 Pandemic](#)

[Proposed Changes to Voting Process](#)

[Municipal Broadband](#)

[Houselessness](#)

[Housing Needs Analysis](#)

[Community Livability Survey](#)

[Community Outreach](#)

Upcoming Events

Citizens Advisory Committee - Regular Meeting

09/02/2020 - 7:00pm

Citizens Advisory Committee - Regular Meeting

10/07/2020 - 7:00pm

Citizens Advisory Committee - Regular Meeting

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MEET THE TROUTDALE CAC MEMBERS

-  **CHAIR** - Will Knight
-  **VICE CHAIR** - Kyle Schwab
-  **COMMITTEE MEMBER** - Chris Barney
-  **COMMITTEE MEMBER** - Sam Barnett
-  **COMMITTEE MEMBER** - Jon Brown
-  **COMMITTEE MEMBER** - Diane Castillo-White
-  **COMMITTEE MEMBER** - Timothy Erich
-  **COMMITTEE MEMBER** - Alexander Lumière
-  **COMMITTEE MEMBER** - Shelly Reynolds
-  **COMMITTEE MEMBER** - Victoria Rizzo
-  **COMMITTEE MEMBER** - David Wheaton
-  **COMMITTEE ALTERNATE** - Heidi Hinshaw

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Previous meeting agendas, minutes, and recordings can be found below.

Monday, September 24, 2020 +
Agenda Meeting Minutes Audio Recording
Wednesday, September 2, 2020 +
Wednesday, August 5, 2020 +
Wednesday, July 1, 2020 +
Wednesday, June 3, 2020 +
Wednesday, May 6, 2020 +
Wednesday, April 1, 2020 +
Wednesday, March 4, 2020 +
Wednesday, February 5, 2020 +
Thursday, January 9, 2020 +
Wednesday, December 4, 2019 +
Wednesday, November 6, 2019 +
Wednesday, October 2, 2019 +
Wednesday, September 4, 2019 +
Wednesday, August 7, 2019 +
Wednesday, July 3, 2019 +
Wednesday, June 5, 2019 +
Thursday, May 1, 2019 +
Wednesday, April 3, 2019 +
Wednesday, March 6, 2019 +

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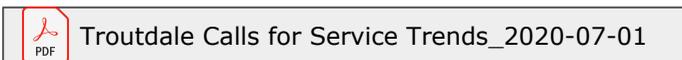
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CAC PROJECT - Public Safety in Troutdale

Using data obtained from the Multnomah County Sheriff's Office (which is Troutdale's law enforcement provider), the CAC is currently working to lead a community conversation into defining what public safety means to the residents of Troutdale.

The following documents, as they pertain to this topic, have been generated by the CAC.

- Data analysis of calls for law enforcement service in Troutdale. Presented to CAC in August 2020 meeting.



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CAC PROJECT - Resources during COVID-19

The COVID-19 pandemic has resulted in unprecedented damage to our community, both in terms of its physical and economic health. Thankfully, our region is filled with a variety of resources and support designed to help our neighbors impacted by this pandemic.

Residents experiencing difficulties as a result of this pandemic could refer to the following lists for assistance:

- General list of resources available for Troutdale residents

Resource Lists_2020-08-01

- General list of resources available for Troutdale residents separated by resource category

Resource Lists_2020-08-01

While compiling this list, CAC members were pleased to find that the 211 app was helpful in tracking down many different services. To utilize this service, visit <https://www.211info.org/> or text your zip code to 898211.

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Additional resource listings, compiled and curated regularly by the Oregon Food Bank, can be found at the below link.

- [Oregon Food Bank](#)

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CAC PROJECT - Voting in Troutdale

The City Council asked the CAC to research, discuss, and recommend whether or not the City Council should ask Troutdale voters to vote on changing the way we vote in city elections from the current majority system, where a candidate runs for a particular seat, to a "Top 3" system where all candidates run against each other.

In addition to members conducting individual research, the CAC heard testimony on this proposal from Troutdale residents as well as from Dr. Jim Moore, Associate Professor and Director of Political Outreach at Pacific University. After extensive discussion, the CAC recommended that the voting system stay the same, and that the council NOT put a change to our voting system on the November 2020 general election ballot.

The CAC's recommendation was presented to the City Council in their [June 23, 2020 meeting](#).

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CAC PROJECT - Municipal Broadband

In their February 2020 meeting, the CAC heard a presentation from [Municipal Broadband PDX](#) which is a non-profit organization advocating for high speed fiber optic internet as a publicly-owned utility in Multnomah County. In this presentation, the CAC heard about the potential benefits to publicly owned internet as well as current efforts to determine the feasibility of such a utility in Multnomah County. In addition, the CAC heard a presentation from the IT Director of the City of Sandy, Oregon as this city has employed a municipal internet utility for a number of years. In this presentation, Sandy's pre-utility service barriers, as well as current utility service structure were described. Copies of those presentations can be found below.



In their March 2020 meeting, the CAC heard a presentation from [CTC Technology and Energy](#). CTC is a consulting organization contracted by Multnomah County to conduct the feasibility of providing municipal broadband within Multnomah County. Currently, all City governments within Multnomah County, as well as the County government itself, have participated in the study. The CAC is currently awaiting the results of CTC's feasibility study.

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CAC PROJECT - Houselessness in Troutdale

Following up on feedback obtained from the 2019 [Troutdale Community Livability Survey](#), the CAC investigated the issue of houselessness in the Troutdale area, and continues to develop strategies aimed at reducing poverty, and subsequently houselessness, in Troutdale.

The following is the portfolio of work compiled by the CAC on this topic to date.

- Statistics on national, regional, and local houselessness; composition of Troutdale residents; potential strategies to address local poverty. Presented at the November 2019 meeting.



- List of resources to help people reduce personal spending:
 - [Hands-on Cooking Courses](#)
 - [Financial Empowerment](#) virtual course, offered through the Rosewood Initiative

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CAC PROJECT - Housing Needs Analysis

The CAC is an active participant in the City of Troutdale’s effort to address and close disparities in housing affordability. As a part of this process, the CAC has held two annual meetings (December 2018 and 2019) during which all Troutdale residents are invited to comment on rent burden and housing affordability.

In addition to these ongoing meetings, the CAC was briefed, and provided input on the Troutdale Housing Needs Analysis. A link to the analysis can be found below.



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CAC PROJECT - Community Livability

During Troutdale SummerFest 2019, the CAC administered a 10 question survey about Troutdale livability to festival participants. This survey was also available via the city's Facebook page. Together, the CAC received over 150 responses to this survey. Responses were compiled into a short report and presented to the CAC during their August 2019 meeting; a copy of the results were also shared with the City of Troutdale. The survey responses have subsequently been used to inform the CAC's future projects and goals.

A copy of the community livability survey as well as the response analysis can be found below.

 [Community livability survey_2019-07-01](#)

 [Community livability survey analysis_2019-08-01](#)

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CAC PROJECT - Community Outreach

The CAC's primary goal is to help drive positive change in Troutdale by representing the voices of the residents of Troutdale in important policy matters. To do this, the CAC attends local events to engage in discussion with Troutdale residents on topical issues. In addition, the CAC continues to spread word about opportunities for residents to volunteer with their fellow neighbors.

Be on the lookout for the CAC at your next Troutdale event, and be sure to come and say hi!



Members of the CAC handed out prizes to game winners during the 2019 SummerFest

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The CAC handed out candy and greeted guests of the Downtown Troutdale Trick-or-Treat Trail

TITLE 6 – ANIMALS

(...)

CHAPTER 6.08 – KEEPING OF CHICKENS

6.08.010 – Short Title.

TMC Chapter 6.08 may be cited as the Troutdale Chicken Code.

6.08.020 – Definitions.

In addition to the definitions set forth in TMC 1.04.010, for purposes of the Troutdale Chicken Code, the following definitions apply:

- A. “Chicken” means the common domestic fowl (Species: *gallus gallus domesticus*).
- B. “Coop” means a small enclosure for housing chickens.
- C. “Dawn” means a thirty (30) minute time period before sunrise on a particular day.
- D. “Detached Single-Family Dwelling” as defined by the Troutdale Development Code.
- E. “Dusk” means a thirty (30) minute time period after sunset on a particular day.
- F. “Dwelling Unit” as defined by the Troutdale Development Code
- G. “Rear Yard” as defined by the Troutdale Development Code.
- H. “Rooster” means a male chicken at least four (4) months old or older. This definition includes cockerels between four (4) to twelve (12) months old and capons regardless of age.
- I. “Run” means an enclosed area where chickens may feed or exercise.

6.08.030 – Keeping of Chickens.

- A. A person may keep six (6) or fewer chickens with a permit on any one lot or parcel. The person must reside in a dwelling on the same lot or parcel where the six (6) or fewer chickens are kept.
- B. Only chickens at least four (4) months old or older count towards the total of six.
- C. No person shall keep roosters.

6.08.040 – Enclosures.

- A. Chickens must be kept in an enclosed coop or run at all times, except for allowing up to two consecutive hours of open-air time per day that is monitored by the keeper. The coop and run shall be located in the rear yard of the lot or parcel. Variances to the rear yard siting provision may be considered by the Troutdale Planning Commission through a Type III Special Variance application and procedure as identified within the Troutdale Development Code.

- B. The coop shall be located at least fifteen (15) feet from dwelling units on a different lot or parcel and shall maintain property setback standards for residential accessory structures as defined in Chapter 5 of the Troutdale Development Code.
- C. The run shall be located at least three (3) feet off all property lines.
- D. Chickens must be kept in a covered, enclosed coop between the end of dusk to the start of dawn.
- E. The coop shall have at least four (4) square feet of floor space per grown chicken.
- F. The run shall have at least eight (8) square feet of space per grown chicken.
- G. The coop and run must be kept in good repair, capable of being maintained in a clean and sanitary condition, free of vermin, and obnoxious smells and substances.
- H. The coop and run and chickens therein shall not violate chapters contained within Title 8 of this Code or disturb neighboring residents due to noise, odor, damage, or threats to public health.
- I. Chicken feed or any other supplement to support chicken health shall be stored in a sealed container that is not penetrable by rodents or other animals at all times and shall be moved into an indoor setting at night.

6.08.050 – Inspection.

The manager is authorized to make inspection of property to effectuate the purposes and public benefits of the Troutdale Municipal Code and enforce this Chapter. Authorization to inspect shall be pursuant to Section 8.28.080 of this Code, irrespective of whether a permit has been granted.

6.08.060 – Permit Requirements.

- A. No person shall keep chickens under the provisions of this article without first obtaining a permit to keep chickens on their lot or parcel, and paying the permit fee prescribed.
- B. The permit shall be valid for a two-year period with the permit period commencing on the first day of the month a permit is issued and ends on the first day of the same month two years later.
- C. The permit may be revoked by the manager for any violation of the provisions of this article.
- D. The permit fee shall be established by council resolution.
- E. The permit fee may be changed at any time by the city, and all permit fees required shall be payable in advance at the time of application or renewal.
- F. The permit fee is not refundable under any circumstance.
- G. Applications for a permit shall be made to the city on forms prescribed by the Manager. The application shall include a signed statement acknowledging the property owner’s knowledge and consent of the application if the applicant is not the property owner and a signed statement that the applicant will comply with the provisions of this Chapter. The manager shall issue a permit when application has been approved and payment of the required fee has been received. The permit shall be exhibited to a peace officer upon demand.

6.08.070 – Penalty.

Violation of any provision of this article may be subject to a fine or penalty in the maximum amount of \$1,000.