



CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

AGENDA

TROUTDALE PLANNING COMMISSION

REGULAR MEETING

Troutdale City Hall – Council Chambers
(access via lower level entrance from the rear parking area)
219 E. Historic Columbia River Hwy. | Troutdale, Oregon 97060

Wednesday, November 16, 2016 – 7:00 p.m.

1. **ROLL CALL/PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF MINUTES**
 - a. July 20, 2016 Regular Meeting
 - b. July 20, 2016 Work Session
 - c. August 3, 2016 Work Session
 - d. August 24, 2016 Regular Meeting
3. **CITIZEN COMMUNICATION – NON AGENDA ITEMS**
4. **HEARING PROCEDURE**
Tamney Staffenson, Planning Commission Chair
5. **PUBLIC HEARING**
 - a. **Troutdale Elementary School**
Type III Conditional Use Permit, Site & Design Review, & Variance
6. **DEPARTMENT REPORT**
Chris Damgen, Planning Director
7. **COMMISSION INITIATIVES AND CONCERNS**
8. **ADJOURN**

NEXT SCHEDULED REGULAR MEETING: WEDNESDAY, DECEMBER 21, 2016

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 in writing at least 48 hours prior to the meeting to Chris Damgen (planning@troutdaleoregon.gov or 503-674-7228)



CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

October 5, 2016

NOTICE OF CITY OF TROUTDALE PLANNING COMMISSION REGULAR MEETING & PUBLIC HEARING

The Troutdale Planning Commission will hold a regular meeting on Wednesday, November 16, 2016 at 7:00 p.m. in the City Hall Council Chambers at 219 E. Historic Columbia River Highway (lower level, rear entrance).

The meeting will include a Public Hearings for Type III applications for the Conditional Use, Site & Design Reviews, Lot Consolidation, and a Variance for the Troutdale Elementary School campus. A formal Notice of Public Hearing has been prepared and posted in accordance with notification requirements within Chapter 16 of the Troutdale Development Code.

Questions about the meeting be directed to Ryan Krueger, Associate Planner, at ryan.krueger@troutdaleoregon.gov or 503-674-7261.

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 in writing at least 48 hours prior to the meeting to Ryan Krueger 503-674-7261, or by email at ryan.krueger@troutdaleoregon.gov.



PROOF OF MEETING NOTICE
City of Troutdale, Oregon

A press release regarding the **November 16, 2016, Planning Commission regular meeting and public hearing** was e-mailed **Wednesday, October 5, 2016**, to:

- ✓ Gresham Outlook, Deseri Cerruti

Notice of the **November 16, 2016, Planning Commission regular meeting and public hearing** was posted on **Wednesday, October 5, 2016**, at:

- ✓ City Hall – First floor by the public entrance
- ✓ Public Works – First floor by the public entrance
- ✓ City web page and department web page

The notice of the **November 16, 2016, Planning Commission regular meeting and public hearing** was mailed **Wednesday, October 5, 2016** to all interested parties (see Excel mailing list).

The notice of the **November 16, 2016, Planning Commission regular meeting and public hearing** was e-mailed **Wednesday, October 5, 2016** to all interested parties (see attached copy of e-mail).

I, Ryan Krueger, Associate Planner, hereby certify that the above notifications of the **November 16, 2016, Planning Commission regular meeting and public hearing** were posted, mailed and e-mailed on **Wednesday, October 5, 2016**, or as noted.

A handwritten signature in black ink, appearing to be "R. Krueger", written over a horizontal line.

Ryan Krueger, City of Troutdale Planning
Associate Planner

MINUTES
TROUTDALE PLANNING COMMISSION
Regular Meeting
Council Chamber
217 E. Historic Columbia River Highway
Troutdale, Oregon 97060
July 20, 2016

1. **Roll Call / Pledge of Allegiance** – The session was called to order at **7:03** p.m.
Commissioners Present: Sandy Glantz, Frank Grande, Jamie Kranz, Tanney Staffenson and Marv Woidyla
Commissioners Absent: Shirley Prickett and Brian Sheets
Staff: Chris Damgen, Planning Director
Rooney Barker, Transcriptionist
Shelby Rihala, City Attorney
Guests (see list): None.
2. **Approval of Minutes.** None.
3. **Citizen Communication – Non-Agenda Items.** None.
4. **Old Business.** None.
5. **New Business:**
 - **Rescheduling of August 17, 2016, regular meeting to August 24, 2016.** After discussion the Commission agreed to this rescheduling and will meet on August 24th, although Commission Kranz will not be able to attend on that date. A Work Session is scheduled for August 3rd. Another possible meeting date, yet to be determined, is August 31st.
6. **Department Reports.** Chris Damgen introduced Ryan Krueger, the new Associate Planner, and the Commission welcomed him. Chris said calendar is becoming full with some items requiring public hearings, and asked the Commission to expect few additional meetings to be scheduled; he briefly spoke of a few of the recent applications (see agenda item 5. for specifics). Mr. Damgen also reported that Liz Walstead has resigned and has left the Department; he will be hiring someone to fill that position after Human Resources investigates what the position will require. There was an open house with Metro in Gresham recently regarding Springwater Trail. The next open house is on October 5th and he shared some of that information and added that he may have more updates next month. He also reminded the Commission that Summerfest is on the calendar for this coming weekend.
7. **Commission Initiatives and Concerns.** Commission Glantz asked if there is a new flight pattern as she lately has been woken up at night by airplane noise, and she verified that it's from commercial flights not military training. Commissioner Woidyla said nothing has changed as far as he was aware, but it could be freight planes.

8. **Adjourn.** Commissioner Glantz moved, with a second by Commissioner Kranz, to adjourn. The motion passed unanimously and the meeting adjourned at 7:23 p.m.
9. **Work Session – Development Code Update.** See the minutes for the 7-20-16 Work Session.

Tanney Staffenson, Chair

Date

Attest: _____
Rooney Barker, Transcriptionist

MINUTES
TROUTDALE PLANNING COMMISSION
Work Session
Council Chamber
217 E. Historic Columbia River Highway
Troutdale, Oregon 97060
July 20, 2016

1. Roll Call/ Pledge of Allegiance – The session was called to order at 7:24 p.m.

Commissioners Present: Jamie Kranz, Sandy Glantz, Frank Grande, Tanney Staffenson and Marv Woidyla

Commissioners Absent: Shirley Prickett, Brian Sheets

Staff: Chris Damgen, Planning Director
Rooney Barker, Transcriptionist

Guests (see list): Shelby Rihala, City Attorney

2. Development Code Update. Shelby Rihala asked the Commission to review the restructured Code and to let her know of any changes they would like to see or any additions; there is a new electronic display section and this will be discussed later this evening. A document addressed to the Planning Commission from Chair Staffenson was distributed regarding two versions of Chapter 10 Signs: the first version (**Exhibit A**) is a copy of a proposed updated version of Section 10.55 from Chapter 10 Signs, and the second version (**Exhibit B**) is a full copy of a red-lined version of the amended **Chapter 10 Signs**. A one-page document (July 10, 2016) explaining the above mentioned documents (see **Exhibit C**), and a list of four local jurisdictions' dealings with surface brightness of signs was distributed (see **Exhibit D**).

Chapter 10 Signs

The Commission reviewed **Exhibit B**. and approved the following:

p. 10-3 – **Section 10.015 Definitions, Item .025 Property Owner** should be deleted because the revised definition in Chapter 1 is a better definition.

p. 10-5 – **Section 10.020, Item B. Sign Maintenance**, the second sentence was changed after discussion to read, 'All signs that have become damaged and pose a danger to the public shall be repaired or removed.' **Item E.5.a.** was amended to read: 'An owner or

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| <p>Exhibit A. Undated copy of Section 10.55 from Chapter 10 Signs.</p> <p>Exhibit B. Undated full red-lined copy of Chapter 10 Signs.</p> <p>Exhibit C. 7-10-2016 copy of document regarding the two versions of the Sign Code, distributed by Chair Staffenson.</p> <p>Exhibit D. Undated one-page informational document listing four local jurisdictions' work on surface brightness of signs.</p> <p>Exhibit E. Undated one-page chart showing what sign types, their size, illumination and number are allowed in certain zones.</p> <p>Exhibit F. 7-20-2016 amended chart (Ex. E) showing which zones will allow what type of signs.</p> |
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lessee may use a searchlight ~~only once in any calendar year for up to a maximum of seven days in a calendar year.~~

p. 10-7 & 8 – **Section 10.025 Sign Permit Exemptions, Item H.** was discussed and it was determined to not change the text. **Item I.** was amended to read, ‘. . . or collectively is five ~~cubic~~ square feet or less in sign face area.’ On p. 10-8, **Item J.** was added: ‘Flags less than 24 square feet in size measured border to border of 3’ x 5’ in area are exempt.’ (Other flags will be addressed in the individual zones, Ms. Rihala said; there will be no exemptions for smaller signs.) The Commission will do more research on this Item.

p. 10-8 – **Section 10.040** (formerly 10.065) **Temporary Signs That Require Permits.** Ms. Rihala said she recommended deleting this Section because a temporary sign in itself is up for a limited amount of time, has limitations on size, and it may add to the administrative burden. She said temporary signs of a certain size (such as four square feet in area) may not require a permit; this is for the Commission to decide as well as how long a temporary sign may be up. The definition for temporary signs has not been written yet. After discussion, the Commission agreed to 14 days after the event as the maximum time a temporary sign can be up, and Ms. Rihala will add this to the pertinent portions of the different zones. There will be no exemption in the Code for smaller signs.

Banner and A-frame signs (in Regulations) was also discussed.

Ms. Rihala distributed a one-page chart listing what signs are currently allowed in different zones (see **Exhibit E**), the purpose being the Commission determining which zones will allow what signs. (See **Exhibit F** for the changes made to this document which will be included in the final draft of the amended Code).

p. 10-8 & 9 – **Section 10.030 Temporary Signs that Require Permits** was deleted and moved to **Section 10.035, Item B.**, with amended text reading: ‘Maximum sign area for a temporary portable sign or temporary freestanding sign, on one face area, shall not exceed ~~ten percent of the gross wall~~ 12 square feet. Maximum sign area of the wall to which the sign is attached or painted. ~~In calculating maximum allowable area for the wall sign, the wall shall include all window and wall area.’~~

Prior to addressing **Exhibit E**, the chart created by Ms. Rihala to compare what signs are allowed in different zones, their size, illumination and number, Mr. Damgen said the Municipal Code addresses Outdoor Lighting in **Chapter 8.26** and the Development Code requires a lighting plan. In reviewing the chart, the Commission made amendments as shown in **Exhibit F**.

Exhibit D, a one-page undated and unnamed document was distributed showing how Hillsboro, Salem, Yakima and Sandy regulate illuminated/electronic display signs. Chair Staffenson distributed the document *Troutdale Development Code Changes Chapter 10 Signs* (Section 10.55) (see **Exhibit B**) that showed his proposed amendments. He spoke of the source and intensity of the lighting during different parts of a day and this was discussed as was a potential number of allowed nits per sign. Chair Staffenson said he would come back to the Commission with more specific information on lighting. Neon tubing (see **Item C.1.**) was briefly discussed, specifically the “300-milliamperere rating for white tubing” and the “1000-milliamperere rating for any colored tubing” as were

electronic signs in residential zones, and the other proposed amendments in this Exhibit. **Item E. Changeable Copy** regarding schools was discussed, as well. The Commission agreed to incorporate the proposed changes into the draft Code. Chapter 10 will be reviewed by the Commission in its entirety at their next Work Session.

3. **Adjourn.** There will be a Work Session on August 3rd, and if all goes well, September 21 was set as a tentative date for a public hearing on the Code amendments. **Commissioner Kranz moved, with a second by Commissioner Grande, to adjourn. The motion passed unanimously and the meeting adjourned at 10:25 p.m.**

Tanney Staffenson, Chair

Date

Attest: _____
Rooney Barker, Transcriptionist

MINUTES
TROUTDALE PLANNING COMMISSION
Work Session
Council Chamber
217 E. Historic Columbia River Highway
Troutdale, Oregon 97060
August 3, 2016

1. Roll Call/ Pledge of Allegiance – The session was called to order at 7:00 p.m.

Commissioners Present: Sandy Glantz, Jamie Kranz, Shirley Prickett, Brian Sheets, Tanney Staffenson and Marv Woidyla

Commissioners Absent: Frank Grande

Staff: Chris Damgen, Planning Director
Rooney Barker, Transcriptionist

Guests (see list): Steve Sparks, Planning Consultant
Dan Olson, City Attorney

2. Work Session – Consideration of Development Code Updates. Mr. Sparks updated the Commission on all the edits that have been included in the draft document, as well as items where he and Mr. Olson have questions and comments that he hopes to discuss this evening. He and Mr. Olson will follow the Commission’s lead in how to proceed.

Chapter 1 – Introductory Provisions, p. 1-2 to 1-17 – Section 1.000 Definitions. The definitions in this Section include amended text, changes, and other definitions that were moved here from other Sections.

p. 1–2 – **Section 1.020 General Definitions** was amended to deleted the word ‘Planning’ from the end of the last sentence. **Item .04 Accessory Residential Unit** was deleted as it is covered in **Item .39** (on p. 1-5) **Dwelling Accessory Residential; Item .39** was also amended to read: ‘A complete separate accessory residential unit,’ On p. 1-3, the title in **Item .10 Apartment Building Dwelling** was amended as shown here as we have removed the ‘apartment’ definition from the Code. This definition may be removed in the future, Mr. Olson said, or it may be used as a cross reference term as well as condominiums, although the latter will be checked; he pointed out that the number of dwellings needs to be specific, i.e., two or more, one, or three, etc., dwellings in these definitions to make certain we define the terms correctly. An example of this is **Item 12 Attached Residential Dwelling**, which also may be removed in the future. Commissioner Glantz disagreed with removing apartments from the definitions, saying people may look specifically for Apartments in this Code. Mr. Olson said she made a good point. **Item .43 Dwelling Shared** was amended to read, ‘**Shared Dwelling.**’ We’ll go over the Definitions when we have all the other changes made, Mr. Olson said, to make sure we have covered them (referencing **Item .10** above). On p. 1-5 in **Item .32 Day Care, Family Provider**, the sentence was amended to read, ‘A day care facility, licensed or certified by the State . . .’

Exhibit A. August 3, 2016 Copy of Troutdale Development Code update with all recent changes.

Exhibit B. August 3, 2016 copy of memo to the Commission from Shelby Rihala regarding Sign Code Amendments.

Exhibit C. Undated copy of red-lined version of Chapter 10 – Signs distributed by Chair Staffenson.

p. 1-6 **Items .44 and .45** previously had the phrase ‘Single-Family’ added to them as well as the words, in parentheses, (Attached) and (Detached) for clarity, and this was confirmed.

p. 1-8 **Item .60** was discussed, which lead to a discussion on (p. 5-8) – **Chapter 5.130 Operational Standards for Home Occupations** which was then was amended to delete the second sentence: ‘The home occupation shall comply with all of the following conditions.’ This was amended in July 2016 but the entire sentence is now deleted.

p. 1-9 – The graphics for **Items .69, .70 and .79** will be replaced with easier to read graphics, Mr. Damgen said.

p. 1-12 – **Item .87 Medical Marijuana Facilities**. Edible marijuana has not been addressed by the City, Commissioner Glantz said. Mr. Sparks suggested **Items a. and b.** be deleted (as well as the word ‘to’ at the end of the sentence in **.87**), and let the ORS and ORA rule those. Those two Items were deleted. Mr. Olson said he’ll run this by Ms. Rihala as she is the expert on the Marijuana laws.

p. 1-13 – **Item 97 Nursing Home** was amended to read in the first sentence: ‘Housing with long-term physical and or medical care . . .’ which was a previous amendment not included in this document and was corrected.

p. 1-14 – **Item .112 Residential Facility**. A previous amendment deleted all the text after: ‘. . . those terms are defined in ORS 443.500.’ The correction was made. And on p. 1-15 – **Item .113 Residential Home** was also corrected to reflect a previous amendment: all text after the phrase ‘under ORS 443.707 – 443.845.’ was again deleted.

p. 1-15 – **Item .122 Subdivision** was also discussed, as Commissioner Glantz said there had been another sentence after the first sentence; Mr. Olson will check this. On the same page, **Item .123** was brought up as no one recalled seeing it in the original Code. Mr. Damgen will check this, as he believes it may be part of the Central Business District portion of the Code.

p. 1-17 – **Section 1.030 Airport Overlay Definitions, Item .01 Airport** was amended to read: ‘An area of land or water that is used or intended to be used for the landing and takeoff of aircraft, and includes any buildings and facilities, ~~if any.~~’

p. 1-19 – **Section 1.035 Historic Landmark Definitions, Item .06 Historic Landmark** was amended to read in the first sentence: ‘A historic resource officially designated in accordance with the procedures of this ~~chapter~~ Code.’ In the same Section, **Item .21** (on p. 1-21) **Restoration** was amended to have the title of the Item read: ‘Restoration and Construction. **Item .22 Secretary of the Interior’s Standards was also amended to read in the last sentence:** ‘For the purpose of this ~~chapter~~ Code, the treatment of Rehabilitation . . .’

p. 4-8 – **Section 4.300 Vegetation Corridor and Slope District, Section 4.310, Item D.** was amended to read: ‘. . . and Statewide Planning Goals 6, ~~Air, Water, and Land Resources Quality~~, and 7, ~~Areas Subject to Natural Disasters and Hazards~~.’

Commissioner Kranz conveyed the Historic Landmarks Commission concern that there is no Site and Design review in the historic standards. Mr. Damgen said that issue will be discussed in an upcoming public hearing.

Chapter 2 – Procedures for Decision-Making

p. 2-1 – **Section 2.005 Types of Procedures for Taking Public Action.** The following changes were approved in the Type II, III and IV Procedures (Type I Procedure has not been changed):

Type II Procedure

- ~~Some discretionary criteria based on Code criteria~~
- ~~Public notice and an opportunity for a hearing~~

Type III Procedure

- Complex or subjective decisions of predominantly discretionary approval criteria
- Public hearing

Type IV Procedure

- Legislative decisions
- Creation, revision, or large-scale implementation of public policy
- Public hearing

p. 2-3 – **Section 2.030 Application materials** was amended to change the following: ‘A land use application shall consist of the materials specified in this section, plus any other materials required on the application form by this code.’

p. 2-4 – **Section 2.040 Referral and Review of Applications** was discussed regarding the five days of deeming an application complete, and in **Item A.** the 14-day comment period. It was determined to not make any changes to either.

p. 2-5 – **Section 2.050 Type I Procedure, Item E.** was amended to read: ‘Appeal of a decision of the Director under the Type I procedure shall be to de novo to the Planning Commission (see Section 2.210 De Novo Hearing).’ **Section 2.055** (pp. 2-5 and 2-6), the last sentence in **Item B.** was amended to read: ‘Appeals of the Director’s decision shall be to de novo to the Planning Commission (see Section 2.210 De Novo Hearing).’

p. 2-9 – **Section 2.100 Staff Report** was amended to have the first sentence read; ‘Any staff report used at ~~the~~ a quasi-judicial hearing shall be available . . .’ and **Section 2.105 Explanation of Commencement of Hearing** was also amended to read: ‘At the commencement of a quasi-judicial hearing ~~under a Comprehensive Land Use Plan or land-use regulation,~~ a statement . . .’

p. 2-16 – **Section 2.200 Expiration of a Decision, Item A.** was amended at the end of the paragraph to read: ‘through construction, ~~or~~ establishment of use, or recordation of plat or survey within the specified time period (see Section 2.210 De Novo Hearing).’ In the same Section, a new **Item** was added: ‘Any final decision not listed herein shall expire within two years of the effective date from the decision.’ The Commission decided that this new Item would become **Item A.** in this Section, and the other Items will be renumbered. It was noted that in **Item 5.** (previously **Item 4.**) that the Director’s

Interpretation (Section XXXXX), a formal interpretation, has not been written yet; Mr. Sparks will write it.

p. 2-18 – Section 2.225 Extension of a Decision, Item 2. Mr. Sparks recommended an amendment to add: ‘Item 2.a. The first extension is a Type II process, and the second extension is a Type III process.’

Chapter 3 – Zoning Districts

p. 3-1 – Section 3.000 Zoning District Outline. In the chart under Medium-Density Residential, the r-4 Zone was amended in the Minimum Lot Size column to read: ‘4,000 sq. ft. per dwelling detached dwelling and 3,800 sq. ft. per d

p. 3-3 – Section 3.012 Permitted Uses is not ready for review at this time.

p. 3-15 – Additional Requirements, Item A. was amended to add a period after this phrase: ‘. . . relating to design review and landscaping is required.’

p. 3-18 – Section 3.054 Lot Size, Dimensional, and Density Standards, Item A. was amended to put back in the previous Item 2. Minimum lot size: 3,500 square feet per dwelling unit for attached residential. and to renumber the other items.

p. 3-24 – Section 3.065 Additional Requirements. The typo in **Item E** will be corrected to read **Item D** (this is regarding off-street parking).

p. 3-25 – Section 3.104 Conditional Uses, Item A. is amended to read: ‘Grocery stores and convenience stores without fueling stations. Electrical charging stations was discussed; it was determined that Mr. Sparks will write a new Definition for fueling stations that will include gasoline, diesel, compressed gas, propane, and that will state that this definition does not include electrical charging of vehicles.

p. 3-28 – Section 3.113 Permitted Uses. Item B. was amended to put a period after the words per building (in the first sentence), and delete the rest of the text in this **Item B** was amended to end the text after the phrase ‘gross floor area per building.’ The remaining text was deleted. The following Items were included in as numbered Items under **Item B.** as numerical items: 1. Service uses; 2. Financial institutions; 3. Professional offices; 4. Medical or dental clinics or laboratories, 5. Motels or hotels. The remaining alphabetical listed uses remain.

There was discussion that the **Neighborhood Commercial** Chapter should ‘line up’ with the **Community Commercial** zones regarding the four changes made (above): not to exceed 60,000 sq. ft. for retail purposes, and not to exceed 60,000 for service uses; office and hotel uses are okay. Mr. Sparks and Mr. Olson said they will do this. Chair Staffenson said he would use the phrase, “equal to or less than.”

p. 3-31 – Chapter 3.120 General Commercial. In **Section 3.122, Item A.** was amended to read: ‘. . .in the NC or CC district except for dwellings and ~~except.~~ Retail buildings are not limited to 60,000 sq. ft.’

p. 3-34 – Chapter 3.130 Central Business District. Section 3.132, Item E. was discussed as Commission Glantz’s notes from a previous meeting mentioned that a brew pub should be included in the **Definitions**; should it be in this Item? There is also no Definition for eating establishments in **Chapter 1.020.** Mr. Sparks said he will write one. He said it will be placed in Chapter 1.020 between **Items .48 and .49 as Eating and Drinking**

Establishment. Brew Pubs will be included with restaurant, sandwich shop, and other examples, including bars. It will not include mobile food. **Item D.** was discussed with the inclusion of pharmacies and professional offices being questioned, as were pharmacies as to whether they are a personal service or a retail store. Mr. Sparks said this Section will be changed to have broader categories that will be defined.

p. 3-35 – **Section 3.133, Item G. Medical Marijuana;** Chair Staffenson said this Item did not make it into this draft. Mr. Damgen said they specifically excluded this from the Central Business District and allowed in in General Commercial.

p. 3-41 – **Section 3.140 Mixed Office/Housing District, Section 3.142, Item I.** was amended to read: ‘Shared Housing Dwelling.’

3-47 – **Section 3.160 Light Industrial, Section 3.162 Permitted Uses, Item B.** regarding marijuana processing facilities not being included here. We clarified grow operations and retail establishments, Mr. Damgen said, but did not clarify processing facilities. There was a brief discussion and Mr. Olson said he will check this with Ms. Rihala.

p. 3-51 – **General Industrial, in Item 3.172, Item C.** Commissioner Glantz asked if we should include radioactive storage; it was agreed that Federal regulations cover this.

p. 3-52 – **Section 3.173, Item K.** was amended to read: ‘Commercial uses within industrial flex-space buildings not to exceed 40,000 sq. ft.’

p. 3-55 – **Section 3.175 Additional Requirements, Item D.2.** Food carts are not considered drive-throughs and are addressed in **Section 3.272 Item J.**

p. 3-57 – **Section 3.185 Development Criteria, Item D.** was amended to read: ‘A ~~Conditional uses~~-located within a permitted uses shall be compatible with a permitted use.’ (The sentence begins with one condition use and the ‘s’ after each word ‘use’ is deleted.)

Chapter 4 – Zoning District Overlays

p. 4-9 – **Section 4.310 Purpose, Item D.** was amended to read: ‘Statewide Planning Goals ~~6, Air, Water, and Land Resources Quality, and 7, Areas subject to Natural Disasters and Hazards.~~’

p. 4-9 & 10 – **Section 4.311, Applicability, Item 3.a.** where it says text will be inserted. Mr. Sparks and Mr. Olson will do this.

p. 4-27 to 4-30 – **Section 4.317 Method for Determining Vegetation Corridors Next to Primary Water Features.** The graphics in **Figures 1 through 5** (on pp. 4-27 through 4-30) will be fixed.

p. 4-31 – **Section 4.400 Planned Development, Section 4.411 Permitted Uses, Item B. 3.** was deleted.

p. 4-34 – **Section 4.415 Procedure.** It was agreed to move this to the **Application Chapter.**

p. 4-65 – **Section 4.600 Town Center, Section 4.620, Item C.3.** will be put back in: ‘Eliminated conditional uses: single-family detached and zero lot line dwellings, except for manufactured homes; attached, duplex, and triplex dwellings when the dwellings are on separate lots.’

p. 4-67 – **Section 4.640 Dimensional Standards, Item 3.** was amended to read ‘No front setback’.

The next regular meeting is scheduled for August 24th and will be brief enough to accommodate another Work Session for the Commission; August 31st is also available. They were asked to hold October 12th for a Work Session, October 19th for a regular meeting, and October 26th as a back-up date for another meeting. These dates will be confirmed at a later date. Mr. Sparks asked Commission Glantz to send her questions on Chapters 4 through the rest of the Chapters to Mr. Damgen who can forward them to Mr. Sparks to prepare his responses for the next Work Session. He will work on Chapters 1 through 4 and return them to the Commission as a red-lined version for review at their next meeting for their approval.

The Commission addressed Ms. Rihala memo of August 3rd regarding Sign Code Amendments (see **Exhibit B**) and a copy was submitted by Chair Staffenson of an undated red-line version of **Chapter 10 – Signs** (see **Exhibit C**). Chair Staffenson asked the Commissioners to review this document in preparation of the next Work Session.

3. **Adjourn.** Commissioner Sheets moved, with a second by Commissioner Glantz, to adjourn. **The motion passed unanimously and the meeting adjourned at 10:08 p.m.**

Tanney Staffenson, Chair

Date

Attest: _____
Rooney Barker, Transcriptionist

MINUTES
TROUTDALE PLANNING COMMISSION
Regular Meeting
Council Chamber
217 E. Historic Columbia River Highway
Troutdale, Oregon 97060
August 24, 2016

1. Roll Call/ Pledge of Allegiance – The session was called to order at **7:03** p.m.

Commissioners Present: Sandy Glantz, Frank Grande, Shirley Prickett, Brian Sheets, Tanney Staffenson and Marv Woodyla

Commissioners Absent: Jamie Kranz

Staff: Chris Damgen, Planning Director
Rooney Barker, Transcriptionist

Guests (see list): Glenn Schnaidt, Project Manager – Day CPM for Reynolds School District, 1112 SW Lindeman Ave, Gresham, OR
Deborah Oldfield, 214 SE 7th, Troutdale?
Steven Sparks, Planning Consultant
Dan Olson, City Attorney

2. Approval of Minutes:

- **May 18, 2016 Regular Meeting.** Commissioner Sheets moved, with a second by Commissioner Grande, to approve the minutes as written. The vote was unanimous and the minutes as written were approved.
- **May 18, 2016 Work Session.** Commissioner Sheets moved, with a second by Commissioner Prickett, to approve the minutes as written. The vote was unanimous and the minutes as written were approved.
- **June 8, 2016.** A typo on the first page was corrected. Commissioner Prickett moved, with a second by Commissioner Glantz, to approve the corrected minutes as written. The vote was unanimous and the minutes as corrected were approved.

3. Non-Agenda Items. None.

4. Hearing Procedure. Chair Staffenson read out loud to the audience the public hearing procedure. Commissioner Prickett said she works for the Reynolds School District but has no bias in this case. She and the other Commissions declared no ex parte contact, bias or conflict of interest with this case. Chair Staffenson then opened the public hearing on the following agenda item.

<p>Exhibit A. Copy of August 24, 2016 PowerPoint presentation presented by Chris Damgen on Case File No. 16-036 Troutdale Elementary School.</p> <p>Exhibit B. Copy of TriMet maps (from their report) on eastside buses.</p>

5. Public Hearing Type IV

Case file No. 16-036 Troutdale Elementary School

Vacation of Rights-of-Way on segments of SE Kibling Avenue and SE 7th Street

Chris Damgen, Planning Director, presented his staff report (included in the agenda packet). A copy of his PowerPoint presentation is included in this file as **Exhibit A**. Staff recommended approval of this request subject to compliance with the proposed Conditions of Approval as given in the staff report.

Applicant. Mr. Schnaidt, Project Manager for the Reynolds School District, asked the Commission if they had any questions regarding this project. Commissioner Grande asked if he had read and understood the Conditions of Approval; Mr. Schnaidt said he did and had no questions or objections to them.

Proponent Testimony. None.

Opponent Testimony. None.

Neutral Testimony. Deborah Oldfield said she was confused about the process for this street vacation and asked what it is, exactly. After Chair Staffenson explained, she thanked him.

With no further testimony, **Commissioner Sheets moved, with a second by Commissioner Glantz, to close the public hearing. The vote was unanimous and the hearing was closed.**

In discussion, Commissioner Sheets said a right-of-way is never 'given' away but is always negotiated; this is public property and he said he thinks that should be taken under consideration. The City of Troutdale should not, in the public interest, give away property without at least an examination. Commissioner Glantz said the school is also in the public interest. Commissioner Sheets said they have separate budgets, and Commissioner Glantz replied that no one will make money off this, that they are both public entities, and this would help the School District.

Commissioner Prickett said we have given away rights-of-way before to property owners (and she named two incidents that she remembered). Mr. Damgen said the right-of-way has been there, as far as staff can tell, since the school was built in 1946 (this is from Multnomah County Records; Troutdale has the plat record – the City did not have a Building Department back then). Commissioner Sheets said he just wants something so the City doesn't just give property away. He proposed adding another Condition to the Conditions of Approval and Findings of Fact for some compensation/consideration be made for the City of Troutdale.

Commissioner Sheets moved, with a second by Commissioner Prickett, to amend the Findings of Fact for City staff to complete an economic analysis of the cost benefits for this vacation. The vote was 4-yes, 2 no (Glantz and Woidyla).

Commissioner Sheets asked to table this until it's settled, until another hearing, and to leave the record open.

This Commission took a 10-minute break.

After brief discussion, Commissioner Sheets said the Planning Commission is unsure the criteria are met and he asked to reopen the public hearing. **Commissioner Prickett**

moved, with a second by Commissioner Glantz, to reopen the public hearing. The vote was unanimous and the hearing was reopened. Mr. Schnaidt requested a continuance of this item until the next scheduled meeting of the Commission in order to allow staff to do their report. He said the school will agree to withdraw their request until that time.

Commissioner Sheets moved, with a second by Commissioner Glantz, to close the public hearing. The vote was unanimous and the hearing was closed.

Commissioner Sheets moved, with a second by Commissioner Glantz, to approve the Findings of Fact as amended. The vote was unanimous and the amended Findings of Fact were approved.

6. **Department Reports.** Mr. Damgen updated the Commission on the Planning calendar regarding upcoming Planning Commission meetings. He also distributed a map (see **Exhibit B**) from a TriMet report on their eastside buses. He said to let him know if they wanted to read the entire report. He will be giving a briefing on flood plain management to the Citizens Advisory Committee on September 2nd and invited them to attend
7. **Commissioner Concerns.** Commissioner Prickett reported a water problem (and other problems) at the southwest corner pedestrian access on the southwest corner of the Walt Morey school property and 28th.
8. **Adjourn.** Commissioner Woidyla moved, with a second by Commissioner Glantz, to adjourn. The motion passed unanimously and the meeting adjourned at 8:23 p.m.

Tanney Staffenson, Chair

Date

Attest: _____
Rooney Barker, Transcriptionist



CITY OF TROUTDALE

PHONE (503) 665-5175 | www.troutdale.info

Notice of Public Hearing & Land Use Application

DATE OF NOTICE October 5, 2016

DATE OF HEARING: November 16, 2016

FILE NUMBER / NAME	16-048 Troutdale Elementary School		
APPLICATION TYPE	Site & Design Review, Conditional Use, Variance, and a Lot Consolidation		
PROJECT APPLICANT	Melissa Guarin BLRB Architects	PROJECT OWNER	Reynolds School District #7
PROJECT LOCATION	648 SE Harlow Ave (+/- 4.39 ac)	TAX MAP / TAX LOT #	Multiple
LAND USE MAP	Medium Density Residential (MDR)	LAND USE ACTIVITY	Community Service Uses (Conditional Use)
ZONING DISTRICT	Single Family Residential (R-5)	OVERLAY DISTRICT	Town Center (TC)

PROPOSAL

The Applicant has filed for a Site & Design Review, Conditional Use, Variance, and a Lot Consolidation application for the construction of a replacement elementary school building to meet the needs of the school and District.

APPLICABLE CRITERIA

Listed below are governing standards that shall apply:

- *Troutdale Development Code (TDC): Ch. 1* Introductory Provisions; *Ch. 2* Procedures for Decision Making; *Sec. 3.040* Single Family Residential (R-5); *Sec. 4.700* Town Center; *Sec. 5.600* Erosion Control and Water Quality Standards; *Sec. 5.800* Stormwater Management; *Sec. 5.1100* Public Improvements; *Sec. 6.225* Type III Variance; *Sec. 6.300* Conditional Use; *Ch. 7* Land Division; *Ch. 8* Site Orientation & Design Standards; *Ch. 9* Off-Street Parking; *Ch. 11* Landscaping & Screening; *Ch. 16* Public Deliberations & Hearings
- *Troutdale Municipal Code (TMC): Ch. 8.26* Outdoor Lighting; *Sec. 13.10.370* Tree Removal
- *City of Troutdale Construction Standards for Public Works Facilities*
- Appropriate Building and Fire Codes
- *Multnomah County Transportation Road Rules*

INITIAL PUBLIC HEARING

The initial public hearing will be held at **7:00 p.m. PT on Wednesday, November 16, 2016** in the City Council Chambers, located on the lower level of 219 E Historic Columbia River Hwy, with access via the rear parking area. This public hearing will be conducted by the City of Troutdale Planning Commission. Subsequent public hearings may occur on future dates.

The location of the hearing is accessible to citizens with disabilities. If you require any other accommodation, please contact the Planning Department at planning@troutdaleoregon.gov or call 503-665-5175 at least one (1) week prior to the hearing.

PROCEDURE

This application will undergo a Type III quasi-judicial procedure. [TDC Sec. 2.110, 6.300 and Ch. 16] This procedure requires a Public Hearing and Planning Commission review in order to be adopted. Nearby property owners, relevant review entities, and other stakeholders are hereby notified in accordance with TDC sections 16.030 and 16.040.

For full details on the hearing procedure relevant to this application, please review TDC sections 16.100 to 16.270 or contact the Planning Department at planning@troutdaleoregon.gov or call 503-665-5175.



CITY OF TROUTDALE

PHONE (503) 665-5175 | www.troutdale.info

Staff Report

Report Date November 4, 2016

Public Hearing Date November 16, 2016

FILE NUMBER / NAME	16-048 Troutdale Elementary School		
APPLICATION TYPE	Type III – Variance, Lot Consolidation, Conditional Use, and Site & Design Review		
PROJECT APPLICANT	BLRB Architects	PROPERTY OWNER	Reynolds School District No. 7
PROJECT LOCATION	648 SE Harlow Ave (+/- 4.39 ac)	TAX MAP / TAX LOT #	Multiple
LAND USE MAP	Medium Density Residential (MDR)	LAND USE ACTIVITY	Community Service Uses (School)
ZONING DISTRICT	Single Family Residential (R-5)	OVERLAY DISTRICT	Town Center (TC)

REQUEST

The Applicant has filed an application for a Site & Design Review, Conditional Use, a Variance, and Lot Consolidation for the construction of a new elementary school building at the site of the existing Troutdale Elementary School. Schools are considered community service uses in the Troutdale Development Code and therefore require a conditional use permit in this zoning district. The applicant has also requested a variance for the height of a fence along southern property frontage.

PROCEDURE

This application has undergone a Type III quasi-judicial procedure. [TDC Sec. 2.110, 6.300 and Ch. 16] This procedure requires a Public Hearing and Planning Commission review in order to be adopted. Nearby property owners, relevant review entities, and other stakeholders have been notified in accordance with TDC sections 16.030 and 16.040.

VICINITY MAP



APPLICABLE CRITERIA

Listed below are governing standards that shall apply:

- *Troutdale Development Code (TDC): Ch. 1* Introductory Provisions; *Ch. 2* Procedures for Decision Making; *Sec. 3.040* Single Family Residential (R-5); *Sec. 4.700* Town Center; *Sec. 5.600* Erosion Control and Water Quality Standards; *Sec. 5.800* Stormwater Management; *Sec. 5.1100* Public Improvements; *Sec. 6.300* Conditional Use; *Ch. 7* Land Division; *Ch. 8* Site Orientation & Design Standards; *Ch. 9* Off-Street Parking; *Ch. 11* Landscaping & Screening; *Ch. 16* Public Deliberations & Hearings
- *Troutdale Municipal Code (TMC): Ch. 8.26* Outdoor Lighting; *Sec. 13.10.370* Tree Removal
- *City of Troutdale Construction Standards for Public Works Facilities*
- Appropriate Building and Fire Codes
- *Multnomah County Transportation Road Rules*

RELATED LAND USE FILES

- P2016-09 Troutdale Elementary
- 16-036 Troutdale Elementary (Vacation of Rights-of-Way)

OVERVIEW

The Applicant has filed for a Site and Design Review with applications for Conditional Use, a Variance, and Lot Consolidation to allow construction of a new elementary school building at the site of the existing Troutdale Elementary School. The property is currently developed with an undeveloped natural area to the east and developed properties to the west, south, and north. The existing school structure is to be demolished upon completion of the new facility.

APPLICATION PROCESS

The pre-application meeting was held on June 16, 2016 at 2 p.m. at the Public Works Facility in Troutdale. Subsequent phone and email correspondence took place after the meeting, particularly in relation to establishing a process that identified the need to vacate rights-of-way affecting the site as a primary step. The application to vacate the rights-of-way (16-036) was approved by City Council on September 30, 2016 [Ord. 837]. The passage of the ordinance allowed for this application (16-048) to proceed for consideration. The City deemed this application (16-048) to be complete on October 4, 2016. A *Notice of Hearing & Land Use Application* was sent to affected review entities and nearby property owners within 250 feet of the Property in Question, with comments to have been returned by October 31, 2016.

REVIEW ENTITY COMMENTS

Listed below are review entities who received the Notice & Request. If the entity provided comments, they can be found in a corresponding attachment.

Review Entity	Comments	Review Entity	Comments
Planning	Attachment 1	Multnomah Co. Transportation	None
Building	None	Multnomah Co. Sheriff's Office	None
Public Works	Attachment 2	Portland General Electric	None
Fire & Emergency Services (Gresham)	Attachment 3	Multnomah Co. Mid-County Lighting	Attachment 4

OTHER COMMENTS

The City did not receive any comments from nearby property owners or other stakeholders during the comment period.

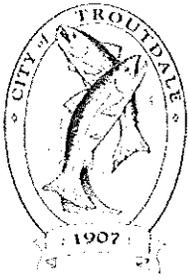
RECOMMENDATION

Staff recommends Planning Commission **approve** this application from a land use perspective, subject to compliance with the conditions of approval outlined in Exhibit A of the *Findings of Fact & Final Order*. Any subsequent land use approvals shall not be issued until all conditions listed in the attachments are adequately addressed as determined by the appropriate review entity.

GUIDELINES FOR CONDITIONS OF APPROVAL [TDC 8.040]

Conditions of approval may be imposed on a development subject to site and design review by advising the applicant of the reasons, in writing, that the conditions are necessary to meet the intent and purpose of the Comprehensive Land Use Plan, this code, and other applicable ordinances. Conditions may include the following:

- A. Include as part of the landscaped area, clearances from specified trees, rocks, water ponds or courses, or other natural features.
- B. Establish the suitability of the landscape plan by having it prepared by a licensed landscape architect.
- C. Obtain city engineer's approval of a grading and drainage plan for the collection and transmission of stormwater or groundwater.
- D. Establish vehicle and pedestrian access facilities with due consideration to size, location, and grade.
- E. Require dedication of public street right-of-way; a pedestrian way; or an easement for utilities, waterway, slope protection, or open spaces.
- F. Install sidewalks.
- G. Support a future street improvement in an agreement that will run with the land.
- H. Modify elements of the design or proposed materials, color, texture, or shape of a structure, sign, or other feature of the development, providing that a specific design feature is so inappropriate, incongruous with the surrounding area, or in some other way sufficiently detrimental to the aesthetics, property values, general stability, or other public welfare concern for the area or the City as a whole, that correction is necessary. In requiring modification, an alternate means of solution shall be provided, but the applicant is free to propose other alternatives.
- I. Install an on-site fire hydrant with a protective barricade.
- J. Install lighting for outdoor circulation and parking areas, including approval of the type and placement of the outdoor lighting.
- K. In case of commercial or industrial development, provide access by a frontage road having limited and controlled access onto an arterial street by means of traffic signals, traffic control islands, or other means that will preserve the traffic carrying capacity and safety of the arterial street, and that will avoid the cumulative effect of individual access points directly onto the arterial street.
- L. In the case of development that is not required to provide a frontage road, provide access to a street that intersects an arterial street instead of directly to the arterial street, preserve the traffic carrying capacity and safety of the arterial street, and avoid the cumulative effect of individual access points.



CITY OF TROUTDALE

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Findings of Fact & Final Order

FILE NUMBER / NAME	16-048 Troutdale Elementary School		
APPLICATION TYPE	Type III – Variance, Lot Consolidation, Conditional Use, and Site & Design Review		
PROJECT APPLICANT	BLRB Architects	PROPERTY OWNER	Reynolds School District No. 7
PROJECT LOCATION	648 SE Harlow Ave (+/- 4.39 ac)	TAX MAP / TAX LOT #	Multiple
LAND USE MAP	Medium Density Residential (MDR)	LAND USE ACTIVITY	Community Service Uses (School)
ZONING DISTRICT	Single Family Residential (R-5)	OVERLAY DISTRICT	Town Center (TC)

REQUEST

The Applicant has filed an application for a Site & Design Review, Conditional Use, a Variance, and Lot Consolidation for the construction of a new elementary school building at the site of the existing Troutdale Elementary School. Schools are considered community service uses in the Troutdale Development Code and therefore require a conditional use permit in this zoning district. The applicant has also requested a variance for the height of a fence along southern property frontage.

PROCEDURE

This application has undergone a Type III quasi-judicial procedure. [TDC Sec. 2.110, 6.300 and Ch. 16] This procedure requires a Public Hearing and Planning Commission review in order to be adopted. Nearby property owners, relevant review entities, and other stakeholders have been notified in accordance with TDC sections 16.030 and 16.040.

APPLICABLE CRITERIA

Listed below are governing standards that shall apply:

- *Troutdale Development Code (TDC): Ch. 1 Introductory Provisions; Ch. 2 Procedures for Decision Making; Sec. 3.040 Single Family Residential (R-5); Sec. 4.700 Town Center; Sec. 5.600 Erosion Control and Water Quality Standards; Sec. 5.800 Stormwater Management; Sec. 5.1100 Public Improvements; Sec. 6.300 Conditional Use; Ch. 7 Land Division; Ch. 8 Site Orientation & Design Standards; Ch. 9 Off-Street Parking; Ch. 11 Landscaping & Screening; Ch. 16 Public Deliberations & Hearings*
- *Troutdale Municipal Code (TMC): Ch. 8.26 Outdoor Lighting; Sec. 13.10.370 Tree Removal*
- *City of Troutdale Construction Standards for Public Works Facilities*
- *Appropriate Building and Fire Codes*
- *Multnomah County Transportation Road Rules*

FINDINGS OF FACT

- A. The Planning Commission received public testimony from Staff and members of the public at the public hearing during the November 16, 2016 regular meeting.
- B. The Findings of Fact on Pages 2-4 are derived from the specific decision criteria in the Troutdale Development Code and are hereby adopted as the Findings of Fact in this matter.
- C. The Final Order has been reached and approval of the application has been issued. (Page 5)

FINDINGS OF FACT – CONDITIONAL USE APPROVAL CRITERIA [TDC 6.340]

1. The use is listed as a conditional use in the underlying district, or approved by the Planning Commission for consideration as a conditional use.

FINDING: Community service uses, as defined in the Troutdale Development Code Chapter 1 to include schools as such a use, are listed as a permitted conditional use in the R-5 Single Family Residential zoning district. As such, the criterion is met.

2. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography, existence of improvements, and natural features.

FINDING: The site currently contains Troutdale Elementary School and Planning Commission has determined that the characteristics of the site are suitable to continue this community service use on this site. The proposed additions are designed to be constructed on undeveloped portions of the site and are meant to complement existing school facilities. As such, the criterion is met.

3. The proposed use of the site is timely, considering the adequacy of transportation systems, public facilities, and services existing or planned for the area affected by the use.

FINDING: City Staff and appropriate review entities have examined the applicants' proposal, reaching a determination that the proposed use of the site is timely, due to a recent bond measure approval which will allow the facility to address site redevelopment. Moreover, Planning Commission—with input from City Public Works Staff and Multnomah County Transportation Planning Staff—has determined that there exists adequate transportation systems, public facilities, and services currently upon or planned for the site. As such, the criterion is met.

4. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or precludes the use of surrounding properties for the primary uses listed in the underlying district.

FINDING: Planning Commission and appropriate review entities have examined this conditional use application, providing comments and conditions of approval that will mitigate potential threats to the character of the surrounding area. As the site is only expecting modest increases in student enrollment due to the facility upgrades, the continued use of this site as a school is not expected to significantly alter the character of the surrounding area. The application's traffic impact study found that "the projected new trips associated with the new school can be accommodated within the available capacity on the adjacent street system." The applicant has proposed a design that is complimentary of the scale and character as that of the surrounding neighborhood and for the region. No written testimony was received from neighboring property owners and additional stakeholders during the comment period. As such, the criterion is met.

5. The proposed use will provide adequate open space, landscaping, and aesthetic design to mitigate any possible adverse effect on surrounding properties and uses.

FINDING: The applicant is proposing development that will enhance onsite accessibility as well as improve pedestrian crosswalk locations adjacent to the site. The applicant has stated their intent to retain landscaping and natural spaces on over forty percent (40%) of the total site area, well beyond the required standard. As evidenced in the landscaping plan which shows new tree plantings, the Applicant has demonstrated a commitment to improve the streetscape along street frontages on SE Harlow Avenue and SE 5th Street. As such, the criterion is met.

6. The proposed use will not result in use of the land for any purpose which may create, or cause to be created, any public nuisance including, but not limited to, air, land, or water degradation, noise, glare, heat, vibration, or other considerations which may be injurious to public health, safety, and welfare.

FINDING: The building additions and site development have been designed to minimize negative impact on the surrounding neighborhood. Planning Commission and other review entities have examined this proposal, reaching a determination that the public nuisances will be limited as a result of approving this application. This application in particular is one of a proposed use maintaining the same land use characteristics as the existing use; therefore no new or different nuisances are to be expected. Written notification of this conditional use application has been sent to neighboring property owners and other stakeholders prior to this hearing. No written testimony was received from those stakeholders during the comment period regarding the creation of public nuisances as a result of this proposal. As such, the criterion is met.

7. The proposal satisfies the goals and policies of the Comprehensive Land Use Plan which apply to the proposed use, as well as the purposes of this section and applicable provisions of this code.

FINDING: The applicant has demonstrated that the proposed project will be consistent with the Comprehensive Land Use Plan. In its review, Planning Commission has found no conflicts with the Goals outlined in the Comprehensive Land Use Plan, including Goal 11 Public Facilities and Services as well as Goal 12 Transportation. As such, the criterion is met.

8. Owners of property within 250 feet of the boundary of the subject property have been notified of the hearing.

FINDING: Written notification of this proposed Conditional Use and Site & Design Review was sent by City Planning Staff on October 5, 2016 to neighboring property owners and other stakeholders within 250 feet of the boundary of the subject property prior to this hearing. As such, the criterion is met.

FINDINGS OF FACT – VARIANCE APPROVAL CRITERIA [TDC 6.215]

1. **Special circumstances or conditions including, but not limited to, lot size, lot shape, topography, or size and shape of the building, apply to the property, development, or to the intended use and are not typical of the general conditions in the surrounding area.**

FINDING: Community service uses, as defined in the Troutdale Development Code Chapter 1 to include schools as such a use, are listed as an allowed conditional use in the R-5 Single Family Residential zoning district. With the location of this site in a residential zoning district, this intended variance in relation to the height of the sports field fence presents a special circumstance not typical in the surrounding area. As such, the criterion is met.

2. **The variance authorized will not be injurious to adjacent properties or the surrounding neighborhood or otherwise detrimental to the public welfare.**

FINDING: The site currently contains the existing Troutdale Elementary School. Planning Commission has determined that the characteristics of the site are suitable to grant the proposed variance from the fence height standards found in the Troutdale Development Code. The locations where the proposed baseball/softball field fence is to be installed lie along the southeast and south portions of the site, along SE Harlow St and SE Sandy Ave. This location is adjacent to a designated Open Space zoning district to the east of the site. Moreover, the applicant's design for the proposed ball field fence will not obscure the Clear Vision Area. As such, the criterion is met.

3. **The variance authorized will be consistent with the general purpose and intent of the provision from which a variance is sought.**

FINDING: City Staff and appropriate review entities have reviewed the fence height standards for residential zoning districts found in Troutdale Development Code Section 5.050.A.3. The applicant is proposing a deviation from this standard to provide increased security for the baseball/softball field as well as to limit incursions into the public right of way from activities conducted on the ball field. As such, the criterion is met.

4. **The variance is the minimum necessary to relieve a practical difficulty and the resulting hardship.**

FINDING: The applicant has demonstrated in their proposal that the variance from the fence height standard is necessary to the safety of the students attending Troutdale Elementary. Eight feet is a typical standard for security and recreational fencing heights. The requested deviation from the fence standard is the minimum necessary, as indicated by the applicant, to meet this need. As such, the criterion is met.

FINAL ORDER, DECISION, AND CONDITIONS OF APPROVAL

FINAL ORDER

Based upon the foregoing Findings of Fact, the Troutdale Planning Commission *approves* the Conditional Use and Site & Design Review request for land use application 16-048 on the count of all decision criteria being met, subject to the conditions of approval as stated herein.

DECISION

The Planning Commission hereby adopts these Findings of Fact as stated and has voted to *approve* the Application as described in the Final Order above and subject to the conditions of approval as stated herein.

YEAS:

NAYS:

ABSTAINED:

Tanney Staffenson, Planning Commission Chair

Date _____

EXHIBIT A – CONDITIONS OF APPROVAL

General

1. The developer shall be solely responsible with compliance to these conditions of approval and all applicable development requirements.

Planning

1. Prior to building permit issuance, the applicant shall finalize the lot consolidation and record the plat with Multnomah County.
2. Prior to building permit issuance, the applicant shall demonstrate that additional parking provisions, such as wheel stops or bumper guards, are not required to ensure the public right-of-way is protected from vehicles from overhanging the public right-of-way.
3. Prior to building permit application, the applicant shall provide total teacher employment to ensure onsite parking requirements have been met.
4. Although there is no listed requirement for non-residential development within a residential zoning district, the City by precedent defers to landscape standards that are in the commercial zoning districts. Fifteen percent (15%) of the site shall be landscaped.
5. At the time of building permit application submission, the applicant shall provide a plan for site circulation and safety for the period during which construction is in progress on the site, as the Applicant has indicated construction would concur with utilization of the existing building.
6. Prior to issuance of the Certificate of Occupancy, the applicant shall apply for a demolition permit for the existing elementary school building. The demolition shall be completed no more than six (6) months after the Certificate of Occupancy has been issued.

Building

None provided at this time. It is advisable that the applicant make an appointment with the building department prior to submittal if there are any additional code questions or clarifications required.

Public Works

1. The District shall abandon the existing water service in SE Harlow Avenue concurrently with demolition of the existing school building. Abandonment of the water lateral requires a Public Works Permit.
2. The District shall abandon the existing sanitary sewer lateral serving the existing school concurrently with demolition of the existing school building. Abandonment of the sewer lateral requires a Public Works Permit.
3. In conjunction with Building Permits, The District shall prepare and submit a Grease Interceptor Operation and Maintenance Plan for the proposed grease interceptor/trap and obtain approval of Public Works prior to receiving a Certificate of Occupancy for the new building.
4. The District shall consult with the Oregon Department of Environmental Quality regarding the disposition of any/all existing Underground Storage Tanks remaining onsite. Provide documentation of DEQ consultation and resolution of USTs to the City.
5. The District shall register all new UICs with DEQ and provide documentation of registration to the City prior to receiving a Certificate of Occupancy.

6. The District shall implement the striping, signage, safety and operational recommendations of the Kittelson and Associates Traffic Impact Analysis provided with this application.
7. The District shall install "bomanite" crosswalk treatments in accordance with the Construction Standards at the Harlow/5th and Kibling/5th intersections.
8. The Harlow crosswalk at 6th shall remain located at the intersection unless the District provides an analysis satisfactory to the Public Works Director that locating the crosswalk at the intersection is infeasible. If the crosswalk is relocated, it requires "bomanite" treatment in accordance with the construction standards.
9. Public street lighting on the property frontage shall be upgraded to decorative style street lighting in accordance with the requirements of the TDC.
10. The District shall underground the existing overhead utilities on the SE 5th Street frontage of the property in conjunction with construction of the new school facilities, in accordance with TMC 12.11.
11. If the value of required public improvements exceeds \$10,000, the District must complete the public improvements and receive a Certificate of Completion from Public Works prior to receiving building permits for construction of the school building(s).

Fire & Emergency Services (Gresham)

NOTE: Building permit plans shall include a separate "FIRE ACCESS AND WATER SUPPLY PLAN" indicating all of the following:

1. Temporary address of 6" shall be provided at EACH construction entrance prior to ANY construction materials arriving on site. Prior to the building final a 10" permanent address placard will be required high on the building per Gresham Fire Addressing Policy. I can email the policy to you. OFC 505 & 1401
2. Required fire hydrants and access road shall be installed and approved PRIOR to any construction material arriving on site. OFC 1412.1
3. All Fire Dept. Access Roads shall be drawn to scale and shown clearly on plans. The access roads shall be constructed and maintained prior to and during construction. The minimum width is 20' for buildings under 30' in height and 26' wide for locations where buildings are over 30' in height. Access roads in areas where fire hydrants are located are required to be a minimum width is 26' for a length of 20'. OFC 1410, 503.2.1 & D103.1
4. Required Fire Dept. Access Roads on site shall be designed to support an apparatus weighing 75,000 lb. gross vehicle weight. Provide an engineer's letter stating the access road meets those requirements at time of building permit submittal. OFC, Appendix D, Section D102.1
5. The turning radius for all emergency apparatus roads shall be: 28' inside and 48' outside radius. OFC 503.2.4
6. No Parking Fire Lane signage or curb marking will be required. Fire access roads 20'-26' require markings on both sides and fire access roads <26' – 32' wide require the marking on one side. Indicate on the building permit plans. I can email you our policy. OFC D 103.6
7. A fire alarm system will be required in accordance with. OFC 907
8. A fire sprinkler system will be required in accordance with. OFC 903
9. Prior to applying for a building permit provide a fire flow test and report. The fire flow report will verify that the correct fire flow is available and will be required to have been conducted within the last 12 months. The building is

listed as 72,000 square feet if it is of type IIIB construction the minimum fire flow required will be 5750 gpm with a 75% reduction in flow allowed when sprinklered throughout. OFC 507.3 & B-101.1

10. Each New public or private fire hydrant shall have a 5-inch Storz adapter with National Standard Threads installed on the 4 ½ -inch fire hydrant outlet. The adapter shall be constructed of high-strength aluminum alloy, have a Teflon coating on the seat and threads, and use a rubber gasket and two (2) set screws to secure it in place. The adapter shall be provided with an aluminum alloy pressure cap. The cap shall be attached to the hydrant barrel or Storz adapter with a cable to prevent theft of the cap. Adapter shall be Harrington HPHA50-45NHW/CAP or equal approved by Gresham Fire.
11. Without knowing the building construction types, a fire hydrant is required to be within 180 feet of the main entrance driveway. The furthest point on each building shall be no more than 400 feet from a hydrant. Private fire hydrants shall be installed along the entire length of the fire access road with spacing no more than 300 feet apart. Show on the building plans where the nearest existing and new hydrants are located. OFC Appendix C and 507
12. A fire hydrant shall be within 50 feet of the fire sprinkler system "FDC". OFC Appendix C 102.2 & NFPA 13E
13. Fire hydrant locations shall be identified by the installation of reflective markers. The markers shall be BLUE. They shall be located adjacent and to the side of the centerline of the access road way that the fire hydrant is located on. In case that there is no center line, then assume a centerline, and place the marker accordingly. OFC 508.5.4

Multnomah County Transportation

None provided at this time.

Multnomah County Sheriff's Office

None provided at this time.

Portland General Electric

None provided at this time.

Multnomah County Mid County Lighting Service District

1. Per earlier communication with the City of Troutdale and representatives for the Reynolds School District, The Mid-County Street Lighting Service District will require that decorative street lights and poles be installed on the property frontage of SE 5th Street and SE 8th Street adjacent to the new parking lot as a condition of the land use application approval. Please contact Chet Hagen at 503-988-0164 or chet.hagen@multco.us to discuss the District's standards and guidelines, pole location, and power source for the underground street light circuit.
2. The District will require that the street lights are included in the Site Lighting plan prior to building permit issuance.



CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

Date: October 31, 2016
To: All Interested Parties
From: Ryan Krueger, Associate Planner *PK*
Subject: 106-048 Troutdale Elementary School

Listed below are comments from a review of materials received as part of a recent application submission. Comment Item numbers with code references from the Development Code (TDC) and Municipal Code (TMC) are listed in the left column.

#	TDC Reference	Comment
1.	Ch. 2 (Procedures)	This project contains three (3) procedures: <ul style="list-style-type: none">• a Type III Conditional Use and Site & Design Review• a Plat that shall combine the contiguous properties east of SE Harlow Ave• a Type III Variance Planning Commission will be the decision-making body for Type III procedures. The Plat shall be approved and recorded prior to issuance of building permits.
2.	3.042 (R-5)	The land use activity described in the narrative is determined to be a Community Service use, which is considered to be a Conditional Use for this zoning district. Conditional Uses require Planning Commission review and approval.
3.	3.044 (R-5)	Setback standards in this section are deferred to section 4.740.
4.	4.700 (TC)	Subsections 4.740, 4.750, 4.780, and 4.790 shall apply.
5.	5.600 (Erosion Control)	All items in this section shall apply unless otherwise stated within.
6.	5.800 (Stormwater)	All items in this section shall apply unless otherwise stated within.
7.	5.1100 (Improvements)	All items in this section shall apply unless otherwise stated within.
8.	6.200 (Variance)	A Type III variance application shall be required in order to construct a fence on-site that exceeds the quantifiable standard by more than 30%. This application must be made prior to the submittal of the conditional use permit and site & design review application. Planning Commission will be the decision-making body for this request.
9.	6.300 (Conditional Use)	The project narrative must address each of the eight (8) review criteria as listed in subsection 6.340. Please note the Planning Commission may place conditions as shown in subsection 6.350 or other conditions that may be appropriate for this land use.

10. *Ch. 7 (Land Division)* Upon the completion of the vacation plat and prior to the issuance of building permits, the Applicant shall submit an application to combine the contiguous tax lots east of SE Harlow Ave into one single lot. The tax lot west of SE Harlow Avenue shall remain an independent taxlot but may factor into the total area of the project for site and design review standards.
11. *Ch. 8 (Site Design)* All Items listed in this section shall apply, excluding subsection 8.200. In the event of a discrepancy between the standards in this chapter and section 4.700, the standards of section 4.700 shall supersede those within this chapter.
12. *Ch. 9 (Parking)* All relevant items listed in this chapter shall apply. In the event of a discrepancy between the standards in this chapter and section 4.700, the standards of section 4.700 shall supersede those within this chapter. Prior to building permit issuance, the applicant shall demonstrate that additional parking provisions, such as wheel stops or bumper guards, are not required to ensure the public right-of-way is protected from vehicles from overhanging the public right-of-way. Prior to building permit application, the applicant shall provide total teacher employment to ensure onsite parking requirements have been met.
13. *Ch. 11 (Landscaping)* All items in this section shall apply unless otherwise stated within. Although there is no listed requirement for non-residential development within a residential zoning district, the City by precedent defers to landscape standards that are in the commercial zoning districts. Fifteen percent (15%) of the site shall be landscaped.
14. *Ch. 16 (Hearings)* Type III procedures will undergo a public hearing procedure as outlined within this Chapter. In compliance with State Law, decisions must be made within 120 days from the date that the submittal application was deemed complete.

#	TMC Reference	Comment
13.	8.26.850 (Lighting)	A site lighting plan shall be included in the submittal, consistent with the provisions within Chapter 8.26.
14.	13.070 (Tree Removal)	All items listed in this section shall apply, if tree removal is required.

Please contact Staff if you have any questions about these comments. Thank you for your interest in developing in Troutdale!

Date: October 31, 2016

To: Chris Damgen, Planning Director

CC: File
Steve Gaschler, Public Works Director
David Schaffer, Water & Streets Superintendent
Greg McIntire, Wastewater Superintendent

From: Travis Hultin, Chief Engineer

RE: Conditional Use, Site and Design, and Variance Review, Troutdale Elementary School Replacement (File No. 16-048)



The Public Works Department has reviewed the Condition Use/SDR/Variance submittal for the replacement of the Troutdale Elementary School. These comments are divided into two categories: general comments and proposed conditions. General comments are informational points to guide the applicant in the proper planning of public works infrastructure for this project, to inform the applicant of possible extraordinary issues and/or to provide the basis for findings. Proposed conditions are requirements that Public Works recommends be formally imposed on the developer in the final order. Note that references to the "City Standards" herein refer to the *Construction Standards for Public Works Facilities*.

General Comments/Findings

1. Any and all utility and transportation plans submitted with this application have been reviewed for the purpose of determining the feasibility of providing utility and transportation facilities for the project in accordance with City Standards. This land use approval does not constitute final approval of details, including but not limited to alignments, materials and points of access, connection or discharge, that are depicted or suggested in the application. The applicant is required to submit detailed construction drawings and/or plat drawings for the project, as applicable. The City of Troutdale Public Works Department will review plans, in detail, when they are submitted and approve, reject or require modifications to the plans or drawings based upon conformance with City Standards, the TDC and the professional engineering judgment of the Chief Engineer.
2. It is the opinion of the Public Works Department that the proposed replacement elementary school can be developed in accordance with the requirements of the Troutdale Development Code (as it pertains to Public Works requirements) and Construction Standards, provided it fully addresses the comments and conditions contained herein, and can be approved.
3. The applicant proposes a new water service from the existing main in SE 5th St to serve the new school facility. This new service must conform to the Construction Standards, including the commercial/industrial water service configuration shown in standard drawing IV-19. Construction Standard interim change #2 indicates that each property should be served by only one water service connection. Therefore, with the consolidation

- of the lots and the installation of the new water service, the existing water service lateral on Harlow must be abandoned. See proposed condition 1.
4. The applicant proposes installation of a new sanitary sewer lateral to the existing main in Harlow to serve the new building. The existing sewer lateral to the existing building must be abandoned as it will no longer be in use. See proposed condition 2.
 5. The applicant proposes installation of a grease interceptor/trap. When a grease interceptor/trap is installed, the owner must provide an approved grease interceptor/trap Operation and Maintenance Plan. See proposed condition 3.
 6. The applicant will be required to complete and submit an Industrial User Wastewater Survey (IUWS) in conjunction with Building Permit applications. Additional pretreatment and/or spill control measures may be required at that time based on the information provided in the IUWS.
 7. The applicant proposes more than 2,000 SF of new or redeveloped impervious area. Therefore, stormwater quality treatment must be provided in accordance with the Portland Storm Water Management Manual (PSWMM), which the applicant has acknowledged. This is applicable to the parking lot on the west side of Harlow as well. A conceptual Stormwater Management Report (SMR) was provided with the land use application. The applicant states an intent to provide storm water quality facilities meeting PSWMM Hierarchy 2 with manufactured treatment systems, citing user base and site constraints but providing little detail as to the nature of these constraints. A finalized SMR will be required with the building permit application, and must include a more detailed explanation of the user base and site constraints that prevent a Hierarchy 1 approach and prevent the use of vegetated water quality facilities. It is apparent that the applicant can meet the storm water quality requirements of the Development Code and Construction standards, with remaining details to be determined during building permit plan review.
 8. Onsite stormwater disposal is the purview of the Building Safety Department and its Plumbing Inspector. Nonetheless, Public Works notes that the proposed infiltration gallery in the northeast corner of the site may result in down-gradient seepage impacts to the adjacent properties to the east. The District should obtain an evaluation of such potential impacts from its geotechnical consultant to protect downstream property owners, and consult with the Plumbing Inspector.
 9. The geotechnical report provided indicates the presence of underground storage tanks (USTs) on the property. The Oregon Department of Environmental Quality regulates the management and removal requirements for USTs. See proposed condition 4.
 10. The District will be required to prepare and submit a stormwater quality facility operations and maintenance plan for review by Public Works and obtain approval prior to Certificate of Occupancy.
 11. While Public Works will review the SMR and stormwater plans for compliance with water quality treatment requirements, onsite collection, conveyance and disposal of stormwater is subject to the Plumbing Code and requires Plumbing Permits and inspection by the Plumbing Inspector.
 12. Stormwater drywells are classified as Underground Injection Controls (UICs) by DEQ. Subsurface infiltration galleries like those proposed by the applicant may also be classified

as UIC's. Installation of onsite/private UIC's is subject to the Plumbing code and requires review, permitting and inspection by the Plumbing Inspector. UIC's must additionally be registered with DEQ. See proposed condition 5.

13. This project will disturb more than 1 acre during construction. An NPDES 1200-C erosion control permit will be required prior to any ground disturbing construction activity, which the applicant has acknowledged.
14. The applicant has provided a Traffic Impact Analysis prepared by Kittelson and Associates, Inc. (Christopher Lynn Brehmer, Lic #62836PE). The TIA finds that all study intersections will operate at acceptable levels, well above required minimums, with the completion of this school replacement. The report did not identify any necessary improvements on City streets necessary to meet intersection operational requirements, but it did provide several recommendations to optimize traffic flow for student drop-off and pick-up, and for vehicular/pedestrian safety. Improving traffic flow on site will minimize back-ups and disruption to traffic on the public street. Public Works concurs with those recommendations. See proposed condition 6.
15. The Construction Standards require the installation of "bomanite" crosswalk treatments adjacent to schools. The existing crosswalks at Harlow/8th, Harlow/7th and Harlow/6th have "bomanite" treatments. With the relocation of the school to the north end of the site, additional crosswalks at Harlow/5th and Kibling/5th will require this treatment. See proposed condition 7.
16. The applicant proposes relocation of the Harlow crosswalk at 6th to the south, away from the intersection. Crosswalks should be located at intersections rather than mid-block where feasible. It appears the relocation is to accommodate bus parking on the east side of the street, but it's unclear if locating the crosswalk at the intersection is infeasible. If the crosswalk is relocated, it will require "bomanite" treatment in accordance with the construction standards. See proposed condition 8.
17. Troutdale Elementary School has an active Safe Routes to Schools program and action plan. The application correctly indicates that SRTS elements on the property frontage will be integrated with the project. Multnomah County administers the SRTS program.
18. The site is within the Town Center Overlay. Public streets must, at the minimum, meet the Town Center Overlay District street cross-section requirements. Any on-street space dedicated for bus parking/loading/unloading, and head-in on-street parking, shall be additive to the minimum requirements.
19. The District will be required to cure any existing public sidewalk and sidewalk ramp defects (trip hazards, ADA non-compliance, sidewalk gaps, etc.) on the property frontage in conjunction with construction/demolition of the school facilities.
20. Decorative style street lights are required in the Town Center Overlay. See proposed condition 9.
21. Public Works permits will be required for work on City streets and within City rights-of-way, for installation of new utility connections and for abandonment of existing utility connections.
22. Incremental system development charges (SDC's) will be due at the time building permits are issued.

23. TMC 12.11 requires undergrounding of existing overhead utilities in or adjacent to the right-of-way whenever there is a major street reconstruction. The applicant proposes reconstruction of the street frontages on both 5th Street and Harlow Avenue. There are no overhead utilities abutting the property on Harlow, but there are existing overhead utilities abutting the property on 5th. See proposed condition 10.
24. Public Works has no objection to the requested variance for fence height, provided clear vision requirements are met at intersections.
25. TDC 5.1100 provides that when a site development requires public improvements valued at \$10,000 or more, the public improvements must be completed and receive a Certificate of Completion prior to receiving building permits. See proposed condition 11.

Proposed Conditions

1. The District shall abandon the existing water service in SE Harlow Avenue concurrently with demolition of the existing school building. Abandonment of the water lateral requires a Public Works Permit.
2. The District shall abandon the existing sanitary sewer lateral serving the existing school concurrently with demolition of the existing school building. Abandonment of the sewer lateral requires a Public Works Permit.
3. In conjunction with Building Permits, The District shall prepare and submit a Grease Interceptor Operation and Maintenance Plan for the proposed grease interceptor/trap and obtain approval of Public Works prior to receiving a Certificate of Occupancy for the new building.
4. The District shall consult with the Oregon Department of Environmental Quality regarding the disposition of any/all existing Underground Storage Tanks remaining onsite. Provide documentation of DEQ consultation and resolution of USTs to the City.
5. The District shall register all new UICs with DEQ and provide documentation of registration to the City prior to receiving a Certificate of Occupancy.
6. The District shall implement the striping, signage, safety and operational recommendations of the Kittelson and Associates Traffic Impact Analysis provided with this application.
7. The District shall install "bomanite" crosswalk treatments in accordance with the Construction Standards at the Harlow/5th and Kibling/5th intersections.
8. The Harlow crosswalk at 6th shall remain located at the intersection unless the District provides an analysis satisfactory to the Public Works Director that locating the crosswalk at the intersection is infeasible. If the crosswalk is relocated, it requires "bomanite" treatment in accordance with the construction standards.
9. Public street lighting on the property frontage shall be upgraded to decorative style street lighting in accordance with the requirements of the TDC.
10. The District shall underground the existing overhead utilities on the SE 5th Street frontage of the property in conjunction with construction of the new school facilities, in accordance with TMC 12.11.
11. If the value of required public improvements exceeds \$10,000, the District must complete the public improvements and receive a Certificate of Completion from Public Works prior to receiving building permits for construction of the school building(s).

Troutdale File #'s 2016-048

Troutdale Elementary School

FROM: Kyle Stuart, (Kyle.Stuart@GreshamOregon.gov)

DATE: 10/25/16

NOTE: Building permit plans shall include a separate "FIRE ACCESS AND WATER SUPPLY PLAN" indicating all of the following!

1. Temporary address of 6" shall be provided at EACH construction entrance prior to ANY construction materials arriving on site. Prior to the building final a 10" permanent address placard will be required high on the building per Gresham Fire Addressing Policy. I can email the policy to you. ***OFC 505 & 1401***
2. Required fire hydrants and access road shall be installed and approved PRIOR to any construction material arriving on site. ***OFC 1412.1***
3. All Fire Dept. Access Roads shall be drawn to scale and shown clearly on plans. The access roads shall be constructed and maintained prior to and during construction. The minimum width is 20' for buildings under 30' in height and 26' wide for locations where buildings are over 30' in height. Access roads in areas where fire hydrants are located are required to be a minimum width is 26' for a length of 20'. ***OFC 1410, 503.2.1 & D103.1***
4. Required Fire Dept. Access Roads on site shall be designed to support an apparatus weighing 75,000 lb. gross vehicle weight. Provide an engineer's letter stating the access road meets those requirements at time of building permit submittal. ***OFC, Appendix D, Section D102.1***
5. The turning radius for all emergency apparatus roads shall be: 28' inside and 48' outside radius. ***OFC 503.2.4***
6. No Parking Fire Lane signage or curb marking will be required. Fire access roads 20'-26' require markings on both sides and fire access roads <26' – 32' wide require the marking on one side. Indicate on the building permit plans. I can email you our policy. ***OFC D 103.6***
7. A fire alarm system will be required in accordance with. ***OFC 907***
8. A fire sprinkler system will be required in accordance with. ***OFC 903***
9. Prior to applying for a building permit provide a fire flow test and report. The fire flow report will verify that the correct fire flow is available and will be required to have been conducted within the last 12 months. The building is listed as 72,000 square feet if it is of type IIIB construction the minimum fire flow required will be 5750 gpm with a 75% reduction in flow allowed when sprinklered throughout. ***OFC 507.3 & B-101.1***

10. Each New public or private fire hydrant shall have a 5-inch **Storz** adapter with National Standard Threads installed on the 4 ½ -inch fire hydrant outlet. The adapter shall be constructed of high-strength aluminum alloy, have a Teflon coating on the seat and threads, and use a rubber gasket and two (2) set screws to secure it in place. The adapter shall be provided with an aluminum alloy pressure cap. The cap shall be attached to the hydrant barrel or Storz adapter with a cable to prevent theft of the cap. Adapter shall be Harrington HPHA50-45NHWCAP or equal approved by Gresham Fire.

11. Without knowing the building construction types, a fire hydrant is required to be within 180 feet of the main entrance driveway. The furthest point on each building shall be no more than 400 feet from a hydrant. Private fire hydrants shall be installed along the entire length of the fire access road with spacing no more than 300 feet apart. Show on the building plans where the nearest existing and new hydrants are located. ***OFC Appendix C and 507***

12. A fire hydrant shall be within 50 feet of the fire sprinkler system "FDC". ***OFC Appendix C 102.2 & NFPA 13E***

13. Fire hydrant locations shall be identified by the installation of reflective markers. The markers shall be BLUE. They shall be located adjacent and to the side of the centerline of the access road way that the fire hydrant is located on. In case that there is no center line, then assume a centerline, and place the marker accordingly. ***OFC 508.5.4***

TO: Ryan Krueger, Associate Planner
Chris Damgen, Planning Director
Travis Hultin, Chief Engineer

FROM: Chet Hagen, Program Manager
Tom Hansell, District Administrator

DATE: November 8, 2016

SUBJECT: Troutdale Elementary land use application

Per earlier communication with the City of Troutdale and representatives for the Reynolds School District, The Mid-County Street Lighting Service District will require that decorative street lights and poles be installed on the property frontage of SE 5th Street and SE 8th Street adjacent to the new parking lot as a condition of the land use application approval. Please contact Chet Hagen at 503-988-0164 or chet.hagen@multco.us to discuss the District's standards and guidelines, pole location, and power source for the underground street light circuit.

The District will require that the street lights are included in the Site Lighting plan prior to approving the design.