



# CITIZENS ADVISORY COMMITTEE

**June 4, 2025**

**Regular Meeting | 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.**

## Participation

The public may attend the meeting in person or via Zoom. Please email [comdev@troutdaleoregon.gov](mailto:comdev@troutdaleoregon.gov) to request Zoom meeting access credentials.

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 City of Troutdale ([comdev@troutdaleoregon.gov](mailto:comdev@troutdaleoregon.gov) or 503-665-5175).

## Agenda

1. Call to Order, Roll Call, & Pledge of Allegiance
2. Public Comment on Non-Agenda Items
3. Review & Approval of Minutes
  - a. May 7, 2025 Meeting Minutes
4. Discussion Items
  - a. TCAB Appointment
  - b. Meeting Minutes Explained
  - c. Current Outreach Communication Method Evaluation
5. Communications
  - a. Staff
  - b. Committee
6. Adjournment



## **Meeting Minutes**

**May 7, 2025 | Regular Meeting**

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1. **Committee and Staff Present:** Knight, Koester, Chair Harrington, Minkoff, Terrell, Vice Chair Barney, Castillo-White, Rizzo, Staffenson, Stevens. Staff Dakota Meyer.
2. **Public Comment on Non-Agenda items** – Paul Wilcox wanted to confirm that the committee had in fact received his public comment. Chair Harrington affirmed that it is included in the CAC packet, and they will review it.
3. **Review and Approve Prior Meeting**
  - a. March 5, 2025 Meeting Minutes – Staffenson moved to accept the March 5<sup>th</sup> minutes as written and Barney seconded it. Voted 10:0 approved.
4. **Discussion**
  - a. HLC Historic Boundary Update – Nik Ramstad & Chair Janssens updated CAC on the work they are doing for a historic district boundary. The project is feasible and would take a bit of work, since the city's current development code does not have criteria for determining or establishing a local historic district. The first area for a district coincides with Troutdale's first and second sub-divided lots (plats) established in the 1890's. They would like to update the TDC language in 4.200, 6.500 that creates criteria to establish a historic districts. HLC will present to PC in Spring 2026. Once new language in the code is established, community and CAC input and ideas will be welcomed. Troutdale will apply to become a Certified Local Government (CLG) to be recognized by the state which could lead to grant funds and incentives for homeowners in the area.
  - b. CFEC Update – CD Director Erika Palmer talked about the state mandated parking rules which would reduce pollution, provide more housing and parking options, promote equitable LU planning, increase housing choices that would create more equitable outcomes for all Oregonians. The (2) options that the Planning Commission chose from Parking Reform B Option 2 – are Fair Policies which are flexible commute benefits and tax commercial parking lot revenue. Now, the packet of Troutdale amendment changes will be going to PC and council in the next couple of months to meet the state deadline by June 30,

2025. Director Palmer shared that the city needs to make changes into the city development and municipal codes based on the CFEC options that PC chose for Troutdale. PC will have public testimony on May 14, 2025 and will then make a recommendation to City Council. City Council will be introduced to the proposal and will take public testimony on June 10, 2025. They will review and consider the recommendation on June 24.

- c. CAC Charter Adoption – Chair Harrington asked if committee is ready to adopt the charter. CAC received and considered the feedback from both PC and City Council. Vice Chair Barney moved to approve the charter adoption and Rizzo seconded it. All in favor 10:0. Next step, Associate Planner, Dakota Meyer will update the charter with the date of adoption and then upload it to the website. Once that it done, Meyer will send a copy to everyone with the new date.

## 5. Communication

- a. **Staff** – A conditional use LU application for a childcare facility off 257<sup>th</sup> will be going to PC next week but applicant will be asking to extend the hearing out to a date certain. It will occur on July 9<sup>th</sup>. Smaller projects is a site development review and lot line adjustment still under review and a pre-app for Public Works. Grant project for main streets on Halsey will be working with MIG consulting and focusing on just Troutdale code amendments like the design standards. When it is time for community involvement (CI), staff would like CAC to take the lead on that engagement. Project approval hopefully will be early 2026. Staff has no new updates from Müv Fitness. All their building permits have expired.
- b. **Committee** – Rizzo shared there was 1 applicant team who made a submittal for the RFQ. Castillo-White said that the board did update some of the interview questions scheduled for May 15<sup>th</sup>. Rizzo explained too that public comments will be welcomed but not part of the interview. Staffenson shared that Frank Stevens may know about activity at 1,000 acres. Castillo-White also brought up traffic confusion at Buxton intersection once again. June 12 is the next Parks & Rec Family Game Day at Glenn Otto Park, Sam Cox Bld, according to Koester. Barney requested updated CAC information for their notebooks. Chair will have more demands so hopefully someone will step in to fill the Chair position.

### Exhibit A:

#### 1. Documents Referred to During Meeting

- a. HLC Updated to CAC: A Brief Briefing
- b. Climate-Friendly Equitable Communities (CFEC) – Troutdale CAC April 7, 2025