



CITY OF TROUTDALE

Planning Commission

MEETING AGENDA

Wednesday, April 29, 2020 | 7:00 p.m.

Troutdale Police Community Center – Kellogg Room

234 SW Kendall Ct – Troutdale, OR 97060

1. **Call to Order, Roll Call, & Pledge of Allegiance**
2. **Public Comment on Non-Agenda Items**
3. **Review & Approval of Minutes**
 - a. February 19, 2020 Meeting Minutes
4. **Public Hearing**
 - a. Hearing Procedure
 - b. Case File # LU-0009-2020 FedEx Parking Lot Expansion Lot 1 TRIP
Variance, Site Development Review & VECO - Type III Hearing.
5. **Discussion Items**
 - a. Introduction of Main Streets on Halsey Code Audit Project
 - b. TDC update regarding Storage Use in Light Industrial (LI) Zoning District
6. **Department Report**
7. **Commissioner Comments**
8. **Adjourn**

Next Regular Meeting: Wednesday, May 20, 2020 | 7:00 p.m.

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



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Planning Commission

MEETING MINUTES

Wednesday, February 19 | 7:00 p.m.

Troutdale Police Community Center – Kellogg Room
234 SW Kendall Ct – Troutdale, OR 97060

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

Chair Staffenson called the meeting to order and introduced the new planning commissioners. Jordan Wittren is the new regular member and has been a resident for 4 years. The two alternates are Gian Paolo Mammone, a resident for 6 months who works for the City of Gresham as a planner; and Rich Allen, who moved to Troutdale in 2003.

- Commissioners Present: Staffenson, Glantz, Prickett, Woidyla, Rosenbarger, Mammone, Allen, and Wittren.
- Commissioners Absent: Wilcox
- City Staff: Chris Damgen, Community Development Director
Arini Farrell, Associate Planner
- Members of the Public: Melissa Bocarde, transcriptionist

2. Public Comment on Non-Agenda Items

There was no public comment on Non-Agenda Items.

3. Review & Approval of Minutes

a. November 20, 2019 Regular Meeting

Ms. Prickett moved to approve the November 20, 2019 minutes as written and Ms. Glantz seconded. The motion passed unanimously.

b. January 15, 2020 Regular Meeting

Chair Staffenson corrected the language on page 5 of the January 15th minutes to state "will be assessing" rather than "has been assessing." Mr. Woidyla moved to approve the January 15, 2020 minutes as amended, and Ms. Glantz seconded. The minutes were passed unanimously.

4. Discussion Items

a. Annual Review of the Comprehensive Plan

Mr. Damgen commented that Troutdale falls under the larger umbrella of Oregon statewide land planning goals that have existed for 50 years and this is meant to ensure that planning is consistent with Oregon community values. The Comprehensive Plan sets the policy justification and provides legal protection for the Troutdale Development Code. It affects zoning districts and overlays, land division, and development standards.

Second, the Comprehensive Plan covers several documents that are tangentially related as well as the CAC and Historic Landmarks Commission's activities. For example, it has resulted in a housing analysis and an update to the Parks Master Plan.

In his slide presentation, Mr. Damgen listed the issues relevant to Troutdale paired with how Staff has attempted to address these issues. These issues are citizen involvement; land use; open spaces; scenic and historic areas and natural resources; air, water and land resources quality; areas subject to natural disasters and hazards; recreational needs; economic development; housing; public facilities and services; transportation; energy conservation; and urbanization. Responses to these issues have included: the Citizens Advisory Committee; Troutdale Development Code (TDC) ; Mix of plans & activities; Infrastructure (Stormwater) Plans; Hazard Mitigation Plan & TDC overlays; Parks Master Plan (new update for 2020); Housing Needs Analysis and related strategy (May); Public Facilities Plan; Transportation System Plan; and an IGA with Multnomah County.

b. Review of Chapters 2 and 6 of the Troutdale Development Code

Ms. Farrell presented the overview of the TDC review. A few of Staff's recommendations would require a text amendment to enact, but smaller text amendments could be combined into a "cleanup" amendment that updates figures but not major policies. Chair Staffenson commented that the Commission had already conducted some cleanup work and stated that he would like that to be incorporated as well. Ms. Prickett agreed. Staff is reviewing:

- Housekeeping items
 - Items that require clarification or contain errors/omissions – easy fixes
- Staff proposed changes
 - Staff suggestions of how to improve the sections for public understanding and ultimate interpretation.
 - Whenever a text amendment is added, it has to be subject to legal review.
 - Whether to consolidate these two chapters to make them easier to read and understand. Why were they originally separated?

i. Chapter 2 – Staff Housekeeping items list and discussion

- General update of standards to match changes to state laws

- Decisions for applications for affordable housing projects
- 15-day comment period for public utilities
- Adding “quasi-judicial procedure” to Type III table section
- Require pre-application meetings for Type IV applications (unless otherwise determined by the director)
- Re-insert “traffic impact information” for application materials
 - Trip generation estimates for smaller projects
 - Traffic Impact Analysis for larger projects
- Delineate the specific noticing requirements
 - Notice of Application for Type II procedures
 - Notice of Application & Hearing for Type III and IV procedures
- Clarify Type I procedures
 - May require review entity notification as determined by director
- Moving Historic Landmark Designation/Removal to no date of expiration
 - Expiration remains for alteration

During the discussion that followed, Chair Staffenson stated that the City Attorney had advised creating Chapter 2 with its various topics and that’s why it existed in its present form. Ms. Glantz added that other sections were of topical interest at the time, such as the section about Bed and Breakfasts (B&B’s) which anticipated Air B&Bs.

Mr. Damgen reviewed whether the standards are up to date with current State law, and he has identified some small necessary changes including the timeline for making a decision regarding affordable housing. Mr. Woodyla asked about the difference between subsidized and affordable housing. Mr. Damgen answered that Staff language is used in the code and maybe it should be clarified.

Also, there is typically a 14-day comment period required for applications that affect City entities like Fire. However, agencies involved in flood planning protection need 15 days. He asked if there should be a special exception for these applications or if it would be better to change all public utilities’ comment periods to 15 days to be consistent. Ms. Farrell said that this consistency would help Staff plan. Ms. Glantz asked if these are business days or calendar days, and Ms. Farrell answered that it can vary. When the time frame is less than 10 days, Staff uses business days since the State statute requires calendar days. Chair Staffenson remarked that there was a discussion about needing one type of application to be business days and another to be calendar days. Ms. Glantz pointed out that calendar days instead of business days makes sense for longer application periods such as 30, 60, and 90 days. Ms. Farrell asked about applications that only need 5 days, and Chair Staffenson said to keep these so that some applications will receive quick turnaround. These should be required for Type IV. If an applicant wishes to change zoning from medium to high density, it would need a pre-application meeting. He suggested requiring one for Types III and IV but otherwise allowing Staff to determine if it’s necessary to have a hearing.

Mr. Damgen said that he wanted to re-insert “traffic impact information” for application materials. Recently, Amazon submitted a warehouse application that was technically Type II since the activity was allowed within its zoning district, but Staff realized it was complex enough to need a traffic impact analysis. In the old TDC, there was language asking the applicant to submit a traffic impact analysis, and Public Works language says to consult the TDC.

Staff also would like to allow flexibility depending on the complexity of the project. Type III or IV will probably need additional information whereas Type I procedures are almost over the counter applications.

ii. Chapter 2 – Staff Proposed Changes

Ms. Farrell explained the changes would consider the lifetime of a typical application and structure the chapters to match these chronological stages. Staff recommend considering:

- Define “day” (calendar!) and adjust deadlines accordingly
- Remove references on the manner an application is submitted (digital age)
 - Currently 15 printed copies are required but this is unnecessary unless required by the County Surveyor.
- Orwell Approach – don’t use big words (or phrases) when little ones will do
 - “the form of notice”
 - “Conform to confirm”
- Consider the lifetime of an application, then physically structure chapter to match it
 - Pre-Application – when required, submittal items, process
 - Application Submittal – submittal items needed, completion process
 - Application Review – notification, review, hearings, findings, decisions
 - Appeals
 - Pre-Application meetings – between 14 to 45 days of request (currently within 30 days)
 - Pre-Application written summaries – within 14 days of the meeting (currently 10)
 - Submission of Application – Director shall determine completeness within 15 days (currently 30)
 - Type I applications - can be reviewed concurrently with other permit applications (like building permits) – currently not clarified in code
 - Type III and IV decisions – made within 100 days (currently 120)
 - Removal of Type III procedures for legislative applications that would require a Type IV application such as Annexations, Comprehensive Plan Text and Map Amendment, Development Code Text Amendment and Zoning Map Changes
 - Provide clarification that Type IV applications cannot include conditions of approval, for example a zoning map change cannot have conditions since the map is changed once it is adopted

- Provide consistent application structure and numbering for every application type which follows purpose, applicability, procedure, submittal items and approval criteria
- Provide definition for conditional use and clarify that conditional use does not constitute site development approval
- Underline and formatting of Historical Landmarks Section

Ms. Farrell remarked that 14 days is generally enough time for Staff to notify the agencies who need to attend the hearing. Chair Staffenson commented that 30 days was chosen based on testimony from developers about the length of time they felt they needed, and Ms. Farrell added that 30 days also helped when Staff is unusually busy or when there are holiday closures. However, Mr. Damgen said that the pre-application written summaries can usually be delivered within 14 days, and the bulk of the work is done during the pre-application phase when Staff review documents closely for issues and draft a memo. Staff usually notifies applicants right away if the application is incomplete. Chair Staffenson commented that the pre-application meetings have been extremely effective and valuable for the applicants.

Ms. Glantz suggested standardizing days to 14, 21 or 30. There was also discussion about the amount of days needed for Type III and IV applications. At present, some are due within 100 days and others are due within 120 days. Chair Staffenson pointed out that sometimes two applications needed to be reviewed simultaneously, and Ms. Farrell suggested aiming for 100 days. Ms. Glantz agreed that this was a good practice, but the language should still say 120 days.

Mr. Mammone asked if switching from 30 days to 15 days would make it difficult for applicants to be thorough, allowing shortcuts to compromise the integrity of the building project. Mr. Damgen answered this would not be an issue since the clock starts ticking when an application is deemed complete. Ms. Glantz suggested that Staff publish benchmarks in order to comply with the longer State standards while still encouraging efficiency. Mr. Damgen and Ms. Farrell agreed that this could be an internal, unadvertised policy for Staff. Mr. Allen pointed out that timelines work well during normal circumstances but not if there are unforeseen natural disasters, etc. Ms. Prickett stated that often building is weather-driven and it's important to build as quickly as possible to avoid weather-related delays.

iii. Chapter 6 Housekeeping Items

- Removal of Type III procedures for legislative applications that would require a Type IV application such as Annexations, Comprehensive Plan Text and Map Amendment, Development Code Text Amendment and Zoning Map Changes
- Provide clarification that Type IV applications cannot include conditions of approval, for example a zoning map change cannot have conditions since the map changes once it is adopted
- Provide consistent application structure and numbering for every application type: purpose, applicability, procedure, submittal items and approval criteria

- Provide definition for conditional use and clarify that conditional use does not constitute site development approval
- Underline and formatting of Historical Landmarks Section.
- Removal of paper copy requirements for Planned Unit Developments – clarify that electronic copies are to be submitted instead
- Site plan submittal to include tables which show lot size, parking and landscaping requirements instead of only the overall density.
- Include providing a survey for “Vacation” applications
- Variance Type II and III
- List approval criteria on the code for all applications, currently only Type I has approval criteria
- Zoning Map Amendment to include traffic study – specifically for higher zoning classifications

iv. Chapter 6 Staff Proposed Changes

- Provide expiration clause for conditional use: include clause regarding the transfer or abandonment of a conditional use
- Director’s Interpretation to be a Type I Application
- Add a clause for Director’s Interpretation threshold to include a request that the Director provide a determination of a use and whether it is permitted, conditional, or not allowed.
- Non-conforming uses to include abandonment or expiration clauses
- Review of Public Transportation Facility Section
- Review of bed and breakfast inns
- Review of Temporary Structures Section
- Future Consolidated Chapter could have consistent structure and numbering hierarchy:
 - 2.000 Overview, Purpose, and General Requirements
 - 2.100 Pre-Application Process
 - 2.200 Application Process & Notifications
 - 2.300 Hearings
 - 2.400 Decisions
 - 2.500 Appeals
 - 2.600 Applications (currently Chapter 6)

There was discussion about whether a business needs to reapply for conditional use after there is a break in the conditional use. As Ms. Prickett pointed out, neighboring businesses might have changed substantially during the break in the case of a building that housed a gym, was no longer used for this use, and then turned into a gym again by a new owner. Chair Staffenson commented that there is no point to consider the conditional use already considered for this building. However, Ms. Glantz pointed out that there could now be a church located next door to the Gym. Chair Staffenson agreed that this could be problematic depending on the business type, but it’s also very

burdensome and more expensive for a developer to reapply for the conditional use. Mr. Woidyla stated that he thought the conditional use should carry over to the new business owner with a similar business. Ms. Glantz suggested having a 6-month window during which the similar business would not need to reapply for the conditional use. Chair Staffenson asked if Staff would know that the applicant was able to meet the existing conditions that were initially approved, and Ms. Farrell answered there would need to be an application to show they met the criteria.

Mr. Damgen explained that all applications could initially be seen as a Type I and moved into Type II or III if the Director felt it was necessary. Type II applications require posting notifications, but an application remaining a Type I would shave 2 weeks off the process.

Mr. Damgen continued that listing the approval criteria for all types of applications eliminates ambiguity and helps the applicant understand how the process will unfold. Ms. Prickett asked if it would be the Director's decision about whether or not an application needed a hearing, and Mr. Damgen replied that it would be and that decision sets a precedent. Ms. Glantz asked if there were instances where it would always automatically be a Type 2 approval process or if Type 1 would always be the first step to take a quick look. Ms. Farrell answered that you can move the dial forward but not back. Ms. Glantz said that this was perhaps too much authority to entrust to the Director, and Mr. Damgen replied that decisions could still be appealed.

Staff also recommended providing expiration clauses for conditional use and including a clause regarding the transfer or abandonment of a conditional use. Chair Staffenson pointed out that we don't always know what something will look like before it is built.

The current Public Transportation Facility section contains references to arterials and freeways that are governed by the County, not the City. Ms. Glantz said she would like to keep the section since the City is moving toward increasing mass transit and this would govern bus stops and park and rides.

Mr. Mammone said that he was concerned about expanding non-conforming uses and would like to learn more about how this works in Troutdale. In Gresham, the code is very generic and this provides room for discretion so they are able to shape future development to match community values.

Staff has not received any recent applications for B&B's. The section was originally designed to allow the small business owner to open a B&B without being subject to motel and hotel taxes. Ms. Prickett stated that what is short term is very different in a B&B than short term use of a hotel.

Regarding the review of Temporary Structures sections, Mr. Damgen said Staff have received zero applications for these. However, it's included in the building plan review.

Ms. Glantz asked why Staff chose to have the application section follow the appeals section during their reorganization considerations. Ms. Farrell said it was because she wants the numbering sections to be consistent.

5. Department Report

Ms. Farrell gave the report. The City Council recently had a work session to study the results of the Housing Needs Analysis, and EcoNW presented their summary. The Council is interested in having more conversations about this in May.

She also attended the Parks Advisory Meeting and felt it was helpful to meet all of the new members. They discussed having a joint meeting with the Town Center Committee in the near future.

Mr. Damgen said that a comprehensive plan amendment is also possible and that Staff will keep the commissioners posted. He reminded everyone that HB 4001 is still in committee at the State, and it will be a while before he knows more about how the bill will affect local zoning regulations. There was discussion about whether houselessness could be deemed an emergency that advocates to bypass local ordinances.

Mr. Damgen reported that Federal Express will be on the March agenda with a building application permit. The group discussed the best way going forward to review Chapters 2 and 6. Chair Staffenson and Ms. Glantz stated that they would like to be able to read the proposed changes in advance of the meeting. Ms. Farrell said she would prepare and distribute “red line” copies of proposed changes to the chapter by the end of the week.

6. Commissioner Comments

Mr. Rosenbarger won't be able to attend the March meeting. He asked when the Troutdale Bridge would close for repairs and Mr. Damgen answered there has been staging already.

Ms. Glantz noted that in a remarkable feat of planning, a 1300 bed hospital in China was built in 10 days, bypassing any building codes. Also, she asked if the Planning Commission were already the *de facto* Site Design Committee. Mr. Damgen suggested that she introduce the idea to the City Council, and that it could be useful to study who comprises these committees for similar cities—residents, architects, etc. Chair Staffenson suggested this could be a text amendment discussion.

7. Adjourn

Ms. Prickett moved to adjourn the meeting and the motion was seconded by Ms. Glantz. The meeting was adjourned unanimously at 8:03 p.m.

APPROVAL OF MINUTES

Tanney Staffenson, Chair

Date of Approval

Melissa Sillitoe Bocarde, Attest



Staff Report

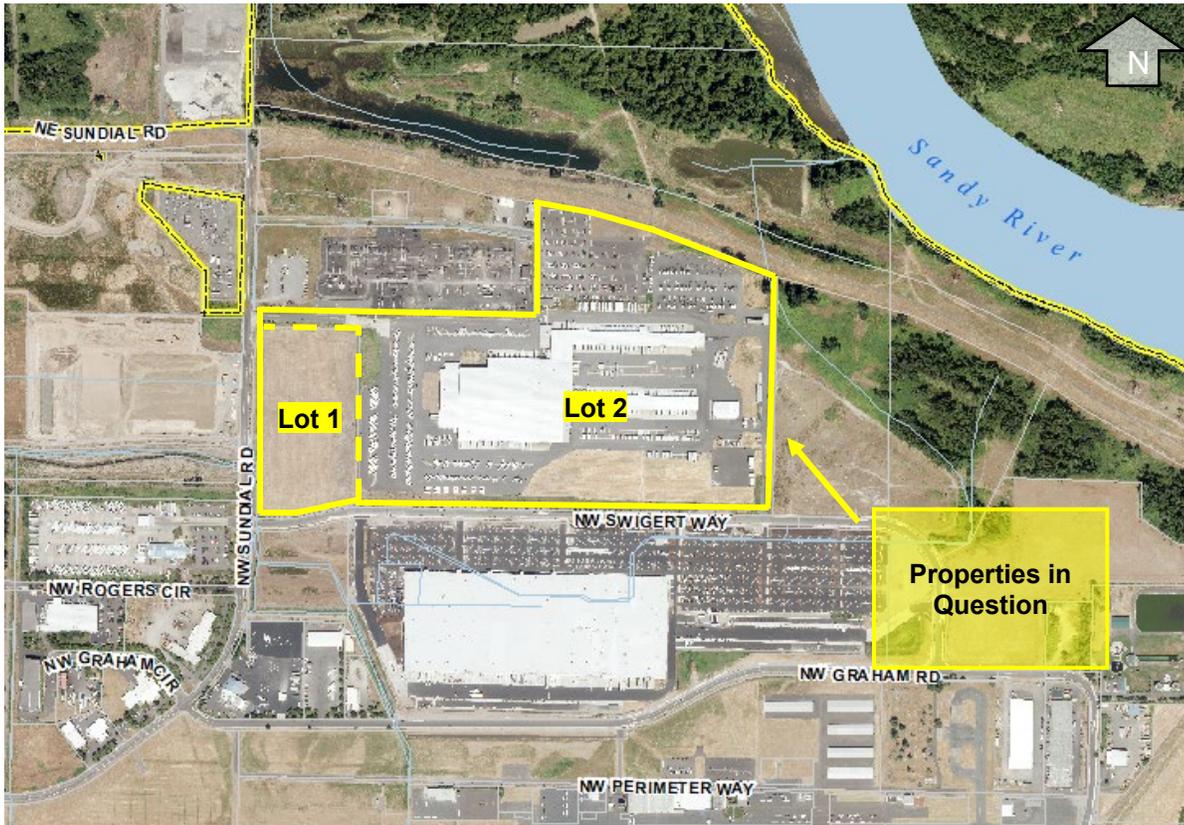
Report Date: March 11, 2020
Meeting Date: March 18, 2020

FILE NUMBER / NAME	LU-0002-2020 FedEx Parking Lot Expansion Lot 1 TRIP		
APPLICATION TYPE	Type III Variance, Site Development Review		
PROJECT APPLICANT	Chris Thome on behalf of FedEx	PROPERTY OWNER	Chelsey Ackerman
PROJECT LOCATION	2460 NW Sundial Road	TAX MAP / TAX LOT #	1N3E23 -00109/R843600150 and 1N3E23 -00108/R843600100
LAND USE MAP	I - Industrial	LAND USE ACTIVITY	Industrial
ZONING DISTRICT	GI – General Industrial	OVERLAY DISTRICT	None

PROPOSAL

Please note that this is a resubmittal of LU-002-2020, the Applicant is proposing to expand truck/trailer parking at their existing distribution facility. They are planning to expand parking to the currently undeveloped Lot 1, for which they would add storm water infrastructure and seek a variance for additional lighting. The Applicant is also proposing to modify and expand truck parking on Lot 2, which is already developed.

VICINITY MAP



APPLICATION HISTORY

A pre-application conference was held for this proposal on November 5, 2019. The applicant submitted their first round of application on January 23, 2020 and it was deemed complete on February 26, 2020. The public hearing was scheduled for March 18, 2020. The applicant decided to withdraw the original application and resubmit materials under LU-0009-2020 on March 24, 2020, the application was deemed complete on April 7, 2020 and will be scheduled for hearing on April 29, 2020.

PROCEDURE

This application is undergoing a Type III quasi-judicial procedure. [TDC 2.060 and 6.300] This procedure requires a Public Hearing and Planning Commission review in order to be adopted. Planning Commission is the decision-making body for this application and may approve, approve with conditions, or deny this application. Nearby property owners, relevant review entities, and other stakeholders have been notified accordingly. [TDC 2.075 - 2.090]

APPLICABLE CRITERIA

- *Troutdale Development Code (TDC): Ch.1* Introductory Provision; **Ch. 2** Procedures for Decision Making; **Sec. 3.110** Community Commercial (CC); **Sec. 4.300** Vegetation Corridor and Slope District (VECO); **Sec. 4.500** Flood Management Area; **Sec. 5.600** Erosion Control and Water Quality; **Sec. 5.700** Stormwater Management; **Sec. 5.1000** Public Improvements; **Sec. 6.900** Site Development Review; **Ch. 8** Site Orientation and Design Standards; **Ch. 9** Off-Street Parking & Loading; **Ch. 11** Landscaping and Screening; **Ch. 17** General Provisions
- *Troutdale Municipal Code: 8.26* Outdoor Lighting; 13.10.270 Tree Removal
- *City of Troutdale Comprehensive Land Use Plan*
- Construction Standards for Public Works Facilities
- Building and Fire Codes
- Relevant standards in Oregon Revised Statutes (ORS) and Oregon Administrative Rules (OAR)

REVIEW ENTITY COMMENTS

Listed below are review entities who received the Notice. If the entity provided comments, they can be found in a corresponding attachment. Conditions of approval were proposed by two of the entities however since staff is recommending denial, it is not included in the *Findings of Fact and Final Order* document.

Review Entity	Comments	Review Entity	Comments
Planning	Attachment 1	Mult. Co. Transportation	Attachment 3
Public Works	Attachment 2	Port of Portland	Attachment 4
Department of State Lands	None	MCDD	Attachment 5
Trimet	None	Gresham Fire	Attachment 6

OTHER COMMENTS

As of the date of this Staff Report, no written testimony from other parties or stakeholders have been received.

RECOMMENDATION

For this application, Staff recommends Planning Commission vote for ***approval with conditions.***

Staff has prepared a draft *Findings of Fact and Final Order* document, outlining how the decision criteria for this application were satisfied, along with proposed conditions of approval as outlined by the review entities. Any subsequent approvals from the City shall not be issued until all conditions listed in the attachments are adequately addressed as determined by the appropriate review entity. Planning Commission reserves the right to amend the draft and proposed conditions unless other governing documents or agreements state otherwise.

PROPOSED CONDITIONS OF APPROVAL

CONDITIONS OF APPROVAL

City of Troutdale Planning Division

1. Applicant shall be required to satisfy comments made by the review entities included in the corresponding staff report or shall work with Staff to reach an agreement between the parties
2. Applicant shall submit sign permit applications for future signs on site to the Planning Division
3. Applicant to contact the Building Division for any additional permits required such as Grading and Erosion Control
4. Applicant shall contact Oregon Department of State Lands for any state permits required as part of their work in the wetland
5. Update Sheet L3.0 Mitigation and restoration Plan to match the VECO compliance memo and reflect the mitigation requirement of 97 trees and 486 shrubs
6. Provide sheets in the provided landscaping plan which shows trees and shrubs on separate sheets
7. Vegetation Corridor mitigation and restoration plantings are required to be monitored annually for five years after planting to guarantee a minimum survival rate of 80%. Monitoring of the mitigation plantings is the ongoing responsibility of the property owner. Monitoring shall consist of the submission of color photographs of the mitigation plantings immediately following completion of the initial planting and then annually between September 1st and 21st for the next five years. Photographs shall be dated and a north arrow included on the photographs. The photographs shall be submitted to the Community Development Department with a cover letter that includes the name and contact information for the current property owner, the land use file number, and the address of the property. Plants that die within five years of the date of planting must be replaced in kind and of sufficient quantity to meet the minimum 80% coverage standard. [TDC 4.315.A.3.c.iv.]

City of Troutdale Public Works

1. The applicant's final Stormwater Management Report (SMR), submitted with the construction permit applications, shall clearly explain how space constraints cannot be overcome resulting in the proposed substitution of manufactured treatment for vegetated treatment.
2. The applicant shall prepare and submit and updated Stormwater Quality Operation and Maintenance (O&M) Plan for review and approval by Public Works prior to receiving a Certificate of Occupancy (or CofO equivalent).

Gresham Fire- Associated Conditions from LU-0002-2020

1. Additional hydrant coverage may be required for truck parking area. Show on the building plans where the nearest existing and new hydrants are located. **OFC Appendix C and 507**
2. Each public or private fire hydrant used for fire flow for this property 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.
3. 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 roadway 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

4. 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 including in the truck parking area. 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**
5. 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**
6. The turning radius for all emergency apparatus roads shall be: 28' inside and 48' outside radius. **OFC 503.2.4**

Multnomah County Drainage District – Associated Conditions from LU-0002-2020

1. Any alterations or revisions considered necessary to the plan must be submitted prior to any approval being considered.
2. Applicant must receive approval from both MCDD and USACE. Building permits should not be issued until those conditions have been met.
3. Conditional approval of individual project elements will not be granted by MCDD or the USACE. Projects must be wholly approved before construction begins.
4. Applicant complete and satisfy all steps associated with the MCDD Tier 2 Development Review Process.
5. Prior to final approval, the applicant must provide SDIC with the requested access and maintenance easement, if required.

Multnomah County Transportation-Associated Conditions from LU-0002-2020

1. Complete a traffic study using current traffic counts to determine what, if any, traffic mitigation is needed as a result of this proposal. Prior to commencement of the traffic study, please contact Multnomah County Engineer, Engineer, Rick Buen, at rick.buen@multco.us or (503) 988-3891 to determine the scope.
2. Provide an access that meet MCDCM standards or apply for a MCRR Variance.
3. Acquire a driveway permit for the site's access onto NW Sundial Rd prior to building permit sign-off.
4. Dedicate five feet of right of way along the site's NW Sundial Rd frontage to Multnomah County for road purposes.
5. Dedicate 5 feet for slope, utility, drainage, sidewalk, landscape, traffic control device easement.
6. Offsite improvements may be required including the installation of a traffic signal at the NW Sundial Rd/NW Swigert Way intersection.
7. Provide stormwater certificate for County review prior to building permit sign-off.

GENERAL INQUIRIES

Please contact Arini Farrell at arini.farrell@troutdaleoregon.gov or at (503) 674-7230

STEELE

architecture interiors planning

January 13, 2020

Arini Farrell
Associate Planner
City of Troutdale, Community Development Department
2200 SW 18th Way
Troutdale, Oregon 97060

RE: 19-P22 3302 FedEx Parking Lot Expansion Narrative for Site Review
SAA # 12109.06

Overview

FedEx Ground are planning to expand their truck/trailer parking at their existing distribution hub facility at 2460 NW Sundial Road. They will be expanding onto an undeveloped Lot 1 and modifying/expanding truck parking on their current developed Lot 2. In addition, storm water infrastructure and additional parking lot lighting will be provided for the new development of the property. The land use and activity on the site will remain unchanged.

Business Information

FedEx Ground Distribution Hub is a 24/7/365 distribution and shipping facility. It employs 323 full-time employees and 403 part-time employees on three shifts. The largest shift is 454 employees.

Timeline and Phasing

FedEx Ground would like to begin construction March 2020 and complete August 2020. The facility will remain operational during the parking lot expansion phase.

Existing Conditions

FedEx owns Lots 1, 2 and 3 in the Troutdale Reynolds Industrial Park (TRIP). Lot 3 is a wetland and is remaining untouched during this development. Lot 2 is developed with FedEx Distribution Hub building and automobile, truck and trailer parking to support the facility. There will be additional parking areas developed on Lot 2 during this expansion. Lot 1 is currently undeveloped. During this development, Lot 1 will be graded to construct more truck/trailer parking, landscape, and stormwater utilities for Lot 1.

Building Information

There is no new buildings or structures being constructed during this development. Lot 2 currently has the Hub distribution building and parking developed.

Fire Protection

No additional fire protections are currently planned or required for the parking lot expansion.

Traffic Impact

Traffic estimates for the proposed FedEx parking lot expansion were compared to prior traffic assumptions for the development of TRIP Phase 2. The comparisons indicated

that traffic projected for the proposed FedEx use is estimated to generate 142 less trips in the a.m. peak and 294 less trips in the p.m. peak than previously assumed for uses occupying Lot 1 and Lot 2. See attached Traffic Analysis from DKS dated January 13, 2020.

Applicable Criteria

Below are the criteria requirements as discussed at Pre-Application Meeting on November 5, 2019

Chapter 2 (Procedures)

The project is anticipated to need:

- Type II Site development Review
- Type II Flood Hazard Permit
- Type III Variance – Light Pole Heights
- Trip Generation Memo

Chapter 3.172 (General Industrial)

Existing use is already allowed in the Light Industrial (LI) zoning and is considered a permitted use in the General Industrial (GI) Zoning. Setbacks are 20'. The TRIP development standards call for setbacks for parking at 20' minimum for Sundial and Swigert Road.

Chapter 4.100 (Airport Landing Field)

The project has been reviewed and Determined of No Hazard to Air Navigation by the FAA for 100' light pole locations (2 closest to the airport to the south) and temporary construction crane. FAA files #2019- ANM-7926-OE, #2019-ANM-7927-OE and #2019-ANM-8117-OE. Determination attached to submittal.

Chapter 4.300 (VECO – Vegetation Corridor)

Per TDC 4.312.A.7 the proposed use is permitted use within the Vegetation and Slope District. The total area of the VECO is 42,488 SF. The area of proposed impact on the VECO is 4,097 SF or approx. 9.6%, less than the 30% of impact allowed for new development. See Landscape Plans for plantings.

Chapter 5.600 (Erosion Control)

The erosion control standards and requirements set forth in the most current edition of Chapter 12.09 of the Troutdale Municipal Code and the most current edition of the Construction Standards for Public Works Facilities are hereby incorporated by reference. See Civil Sheets for applicable information.

Chapter 5.700 (Stormwater)

Stormwater design is provided for the new developed Lot 1 expanded parking lot. All Stormwater is maintained on-site and will not leave the site. See civil drawings for applicable design and information. Lot 2 is already developed with its own stormwater management system.

Chapter 5.1000 (Public Improvements)

No public improvements are provided for this parking lot expansion project. There is no work in the public ROW and the expansion project is located on private property. Public access is prohibitive for safety and security reason.

Chapter 6.900 (Site Development Review)

Type II Site Development review required. The parking lot expansion meets the development requirements of Section 6.920.A. Variance for 100-foot light poles submitted per Chapter 6.1300.

Chapter 6.1300 (Variance)

Prior approval for Variance 14-041 was approved for an increased height of outdoor lighting to 100-foot. We would like to install five 100-foot light poles on the Lot 1 Site. The facility currently has (12) 100-foot light poles installed on Lot 2 of the development. See attached Variance application.

Additional new lighting on Lot 1 and Lot 2 are three 30' light poles.

Chapter 8.00 (Site and Design Standards)

The existing development on Lot 2 has an existing pedestrian walkway connecting building entrances with one another and an on-site bus stop. The new development for Lot 1 is a truck/trailer parking and circulation area. Pedestrian walkways would be prohibitive for safety reasons. Per Section 8.030.6, this new parking lot would not be somewhere that people would normally be walking through to get off site. Lot is fenced and secured from public ROW.



Chapter 9.025 (Industrial Off-street Parking Space Requirements)

There are currently 726 employees (full and part time). The largest shift is 454 employees. Parking requirements are 1 space per each employee on largest shift minimum and 1.5 parking spaces per employee on largest shift maximum.

Uses	Minimum Parking	Maximum Parking
Office: 26,830 SF	2.7/1000 = 73 spaces	4.1/1000 = 110 spaces
Warehouses: 454 employees-largest Shift	(1 x 454) = 454 Spaces	(1.5 x 454) = 681 Spaces
Parking Required:	527 Parking Spaces	791 Parking Spaces
Auto Parking Provided:	706 Existing Spaces	
Handicap Parking=2%	16 Existing Spaces	
Van Accessible: 1:6 ratio	4 Existing Spaces	
Motorcycle Parking:	18 Existing Spaces	
TOTAL PARKING:	724 Parking Spaces (Auto/Motorcycle)	
Bicycle Parking (3%):	22 Spaces Required	26 Existing Spaces

	Dolly Parking	Truck Trailer Parking
Lot 1 (New)	129	306
Lot 2 (Existing)	22	553
Lot 2 (New/ Revised)	177	462

TOTAL PARKING:	328 Dolly Space	1,321 Truck Spaces
Lot 2- (Existing) Van Parking	50 Van Spots	

Chapter 9.045 (Landscape and Screening)

The existing automobile parking lot area provides landscape planters with 25 parking spaces between. (Variance was approved under Phase 1 14-041). No additional work is proposed for the automobile parking area. The new parking expansion on Lot 1 is truck parking. Landscape areas would hinder the circulation and safety of the truck/trailers utilizing this area. Section 9.045.D states truck parking and loading areas are exempt from this requirement. The cumulative landscape area for the entire development is 23.5% of the site. See sheet A101 and Landscape plans.

Chapter 9.050 (Paving)

All parking areas, driveways, aisles and turnarounds are paved with concrete, asphalt, or comparable impervious surfaces.

Chapter 9.055 (Drainage)

Parking on Lot 1 is designed with on-site collection of drainage water. See attached Civil drawings provided with this submission packet.

Chapter 9.080 (Bicycle Parking Facilities)

3% of total automobile parking for long term bicycle parking (more than 4 hours) requires 22 Bicycle parking spaces. The existing facility currently has 26 bicycle parking spaces. No new automobile parking is being proposed.

Chapter 9.085.C (Setbacks)

Landscape screening is provided around the new Lot 1 parking expansion. Existing landscape screening is provided around Lot 2. There is also a security fence surrounding the entire development.

Chapter 9.115 (Loading Facilities)

FedEx has a unique loading requirement as a hub distribution center. For past phases of this site, the director has determined that the standards of this section for the loading facilities are not applicable to this use.

Chapter 11.010.A (Minimum basic Improvements)

The General Industrial (GI) zoned districts requires 10% of the site to be landscaped. The TRIP Overlay for the Port of Portland requires 15% of the site to be landscaped. The area proposed to be landscaped is 23% of the total area of property.

Chapter 14.040 (Flood Management)

All proposed development is located outside the established 100-year floodplain. This section is not applicable for this project.

TMC 13.10 – Trees

Tree removal plan included with submission packet. See landscape plans. Five trees to be relocated from west property line Lot 2 to south property line Lot 1.

TMC Chapter 8.26.040 (Height Restrictions)

Maximum height of outdoor light fixtures is 50 feet. See variance request to allow for 100-foot light fixtures. (Lot 2 currently has 100-foot light fixtures installed from previous phases- 07-121)). Fed Ex is a night operation where trucks are unloaded, packages sorted, and trucks are re-loaded primarily after dark. There is constant motion of trucks, "yard goats", truck dollies, pedestrians until the sort is complete. Adequate illumination is essential for the safety of the employees.

TMC Chapter 8.26.050 (Submission of Lighting Plan)

See attached site lighting plan within the submission packet.

City of Troutdale Engineering Department

Water: No additional water piping being installed on Lot 1 or Lot 2.

Sanitary Sewer: No sanitary sewer work being performed on this project.

Stormwater: Stormwater Management report is provided with this submission packet. A NPDES 1200C erosion permit will be provided during construction.

Transportation: A preliminary trip generation estimate is included in this submission packet. No new vehicular access points onto City streets are proposed for this project.

System Development Charges: See attached SDC worksheet.

Lot 1	Pre-Developed	Post Developed	Net Change
Pervious	531,606 SF	56,032 SF	
Impervious	0	475,545 SF	475,545 SF
Total	531,606 SF	531,606 SF	
Lot 2			
Pervious	843,670 SF	693,780 SF	
Impervious	2,543,634 SF	2,693,533 SF	149,899SF
Total	3,387,313 SF	3,387,313 SF	625,444 SF

Gresham Fire Department

Turning radius along the main access will maintain existing conditions. Minimum 28' inside and 48' outside.

Sandy Drainage Improvement Company

A Tier 2 Review through MCDD and complete a USACE 408 Determination through the Portland District USACE has been submitted.

Multnomah County

Trip Generation: Anticipated vehicle trip generated volume is included in this submission packet.

Access Management: Multnomah County has no permit on file for the existing access onto Sundial Road. A driveway permit application is included in this submission packet.

Mid-County Lighting District: Street Lighting is not required for this project per memo dated December 9,2019 from Chet Hagen, Program Manager.

Stormwater Management: See attached stormwater management report provided with this submission packet.

Port of Portland

We have filed FAA 7460 applications for (2) 100' light poles (closest to the airport on Lot 1) and (1) temporary crane application.

FAA 2019-ANM-7926-OE (Approved January 7, 2020)

FAA 2019-ANM-7927-OE (Approved January 7, 2020)

FAA-2019-ANM-8117-OE (Approved January 7, 2020)

Oregon Department of Aviation (ODA) provided approval on January 14, 2020. Please see attached memo.

Port of Portland has approved Preliminary Plans for development on January 8, 2020. See attached memo in application packet.

STEELE

architecture interiors planning

March 24, 2020

Arini Farrell
Associate Planner
City of Troutdale, Community Development Department
2200 SW 18th Way
Troutdale, Oregon 97060

RE: LU-0002-2020 FedEx Parking Lot Expansion Lot 1 TRIP
SAA # 12109.06

This letter is in response to the *Findings of Fact & Final Order* dated March 18, 2020 for the Type III Variance, Site Development Review for FedEx Parking Lot Expansion Lot 1 TRIP. We will clarify the items that were determined to be “Criteria Not Met” and provide location of where the information can be found on re-submitted materials.

Chapter 6.920.A.C (Site Development Review)

Chapter 9.025 (Industrial Off-street Parking Space Requirements)

Currently 726 employees (full and part time) work at the FedEx facility in Troutdale. The largest shift is 454 employees. Parking requirements are 1 space per each employee on largest shift minimum and 1.5 parking spaces per employee on largest shift maximum.

Uses	Minimum Parking	Maximum Parking
Office: 26,830 SF	$2.7/1000 = 73$ spaces	$4.1/1000 = 110$ spaces
Warehouses: 454 employees-largest Shift	$(1 \times 454) =$ 454 Spaces	$(1.5 \times 454) =$ 681 Spaces
Parking Required:	527 Parking Spaces	791 Parking Spaces
Auto Parking Provided:	706 Existing Spaces	
Handicap Parking=2%	16 Existing Spaces	
Van Accessible: 1:6 ratio	4 Existing Spaces	
Motorcycle Parking:	18 Existing Spaces	
TOTAL PARKING:	724 Parking Spaces (Auto/Motorcycle)	
Bicycle Parking (3%):	22 Spaces Required	26 Existing Spaces

There are no plans to hire additional employees with this parking lot expansion currently or in the future. The overall expansion need is based on the current volume of product that is being moved through the facility. The parking expansion is to park trailers and stage packages until a “door” becomes available to unload/load. This development is not adding to the current work force, only the

ability to store more trailers prior to unloading/loading. The ability to have more product on-site doesn't determine the employee count. The number of loading/unloading "doors" on the facility determines employee count. We are not increasing "doors".

The existing 706 Auto parking spaces only (not counting motorcycle parking) would be able to support a largest future shift of 595 employees at 1 space per employee.

If a future **building** expansion is developed, additional employee parking will be provided as required by Troutdale Development Code to handle the increase in employees and larger shifts.

Per the Trip Generation Update Memo, dated March 20, 2020, there is no direct change in employee count and projected trips (compared to current operations) due to the expansion.

Chapter 9.055 (Drainage)

The on-site drainage is designed per the TDC's stormwater quality requirements. A stormwater management report is provided with the submittal. The system is like the existing stormwater management system already installed on Lot 2.

Chapter 9.080 (Bicycle Parking Facilities)

3% of total 706 automobile parking for long term bicycle parking (more than 4 hours) requires 22 Bicycle parking spaces. The existing facility currently has 26 bicycle parking spaces. No new automobile parking is being proposed with this expansion. When a future building expansion is planned, additional bicycle parking will be provided as required by Troutdale Development Code, if applicable.

Chapter 11.010.A (Minimum basic Improvements)

The General Industrial (GI) zoned districts requires 10% of the site to be landscaped. The TRIP Overlay for the Port of Portland requires 15% of the site to be landscaped. Per drawing Sheet A101-Architectural Site Plan, Lot 1 & 2 are 4,031,478 SF. 15% landscape required by Port of Portland is 604,722 SF. There is 948,737 SF of landscaping on the site, exceeding 15%.

Chapter 6.920.B.2 (Site Development Review)

2. If applicable design standards are proposed to be adjusted, the proposed adjustment:

a. *Is justified due to unique site conditions.*

The facility is an existing shipping facility. FedEx is not able to change the process the site is operating currently under previous approved development approvals. Due to the nature of the site, there isn't a loading facility because the entire site is a loading facility. Pedestrian walkways through the site would be dangerous circulating through the parking lots for trucks and trailers. There are current walkways delineated on the site for pedestrian circulation to areas that are

required. The Variance for 100' light poles is for the safety of employees to have light above the trucks for visibility.

- b. *Conforms to the extent practicable with these design standards.*

TDC 9.025 Parking: The site currently has more parking than is required for its current work force and largest shift work. This development is not adding to the current work force, only the ability to store more trailers prior to unloading/loading. The ability to have more product on-site doesn't determine the employee count. The number of loading/unloading "doors" on the facility determines employee count. We are not increasing "doors".

TDC 9.055 Drainage: The on-site drainage is designed per the TDC's stormwater quality requirements. A stormwater management report is provided with the submittal. The system is like the existing stormwater management system already on-site.

TDC 9.080 Bicycle Parking: The project currently exceeds the minimum quantity of bicycle parking based on automobile parking based on largest work force employees. Since no additional employees will be added based on this expansion, the existing bicycle parking is adequate.

TDC 11.010 Landscape and Screening: The project site is 4,031,478 SF (Lot 1 and Lot 2). The Port of Portland requires 15% of landscape coverage, or 604,722 sq. ft. total, for the project. The proposed design provides 948,737 sq. ft. total landscaping, which equates to 23% of landscape coverage. This exceeds the highest minimum requirement.

- c. *Mitigates potential impacts from the adjustment to the extent practical.*

The adjustments requested (100 ft light poles) are to provide a safer working environment for FedEx employees by getting the lights above the trailers for visibility. The fixtures have "dark-skies" shading on them to direct light down instead of up/out.

VECO Memo Clarifications

Chapter 4.315.A.2.a.

The VECO Compliance Memorandum has been revised to include VECO associated with wetlands in the northeastern part of the site that were identified in the 2014 land use application and shown on recent project plans. As described in the memorandum, a total of approximately 62,187 sf of VECO is present on the site. The proposed project will result in impacts to approximately 9,712 sf of VECO impact: approximately 4,097 sf of permanent impact associated with parking lot construction, and approximately 5,615 sf of temporary impact associated with grading. Figure 3 has been added to the memorandum to more clearly depict the impact areas. The 7,300 sf of temporary impact reported in the earlier version of this memorandum was in error. Figure A101 Site Plan has been updated to show the complete VECO on the site.

Chapter 4.315.A.3

As discussed in the VECO Compliance Memorandum, FedEx proposes to provide a mitigation planting area of 4,097 sf to compensate for the proposed permanent VECO impacts and a restoration planting area of 5,615 sf to compensate for the proposed temporary VECO impacts. The memorandum has been clarified to demonstrate that the number of trees and shrubs proposed to be planted in the mitigation and restoration areas meets the requirements for Option 2.

Chapter 4.315.B.2.

The proposed project encroaches into the VECO associated with Salmon Creek, but it does not encroach into Salmon Creek, which is the primary protected water feature. Figure 3 has been added to the VECO Compliance Memorandum to more clearly show the limits of disturbance in the VECO.

Responses to Comments in Memo from Marlee Boxler

The VECO Compliance Memorandum has been revised to more clearly identify the total square feet of VECO disturbed (9,712 sf); the percent of VECO disturbed (15.6 percent of total VECO on the site); the mitigation calculation for Option 2 (a total of 97 trees and 486 shrubs will be planted in the mitigation and restoration planting areas); and Figure 2 has been updated to show the area of VECO.

The Landscape Plan and Mitigation and Restoration Plans have also been updated. A101 Site Plan and C100 Grading Plan shows the wetland and VECO boundaries.

Multnomah County Transportation Division

1. Traffic Study Memo with Revisions attached.
2. The access should meet MCDCCM standards. A drive-way submittal package is provided.
3. See #2.
4. An easement is in the process of being recorded. Pat Hinds with Multnomah County is working on it. The Easement is shown on Civil site plan.
5. An easement is in the process of being recorded. Pat Hinds with Multnomah County is working on it. The Easement is shown on Civil site plan.
6. Offsite improvements. No improvements are currently planned. Improvements will happen as required. A submitted memo from Chet Hagen states street lighting will not be required.
7. A stormwater certificate will be provided prior to building permit sign-off.

MCDD/SDIC Memo Clarifications

1. A USACE 408 Determination submittal is proceeding.

MEMORANDUM

DATE: March 20, 2020

TO: Chris Thome | Steele Associates Architects

FROM: Garth Appanaitis, PE | DKS Associates

SUBJECT: Troutdale Reynolds Industrial Park (TRIP) FedEx Parking Expansion Traffic Analysis – 19-P22 3302

Project #13015-002

This memorandum summarizes the anticipated change in traffic for the proposed parking expansion of the FedEx Ground Distribution Hub in Troutdale, Oregon. The FedEx facility is in the Troutdale Reynolds Industrial Park (TRIP) and currently occupies approximately 457 thousand square feet (KSF). The proposed expansion would add approximately 15 acres of land on the western edge of the existing site to be used for vehicle parking. The additional parking will be used to support trailer staging and operational function of the site and will not modify employee count or increase employee vehicle trips. The analysis presented in the following sections found that:

- 1) The proposed expansion in parking will not directly change employee count or increase employee vehicle trips. There is no direct change in in projected site trips (compared to current operations) due to the expansion.
- 2) The total traffic for FedEx would decrease from prior projections, and the traffic levels (with all current TRIP developments) remain less than the total traffic growth planned with development of TRIP through Phase 2.

PLANNED PARKING EXPANSION

The FedEx Ground Distribution Hub is a 24/7/365 distribution and shipping facility. It employs 323 full-time employees and 403 part-time employees on three shifts. The largest shift is 454 employees.

FedEx Ground are planning to expand their truck/trailer parking at their existing distribution hub facility at 2460 NW Sundial Road. They will be expanding onto an undeveloped Lot 1 and modifying/expanding truck parking on their current developed Lot 2. In addition, storm water infrastructure and additional parking lot lighting will be provided for the new development of the property. The land use and activity on the site will remain unchanged.

TRIP BACKGROUND

Previous transportation planning studies¹ for development of the TRIP site identified the total traffic generation, impacts, and recommended transportation projects for the area. The analyses completed for the buildout of Phase 1 and Phase 2 included broad assumptions regarding the types and sizes of land uses since actual

¹ Troutdale Reynolds Industrial Park (TRIP) Transportation Impact Analysis – Phase 1, prepared by DKS Associates, May 2007; Troutdale Reynolds Industrial Park Transportation Impact Analysis [Phase 2], prepared by DKS Associates, July 10, 2012

tenants (aside from FedEx) were not known. The overall site development for TRIP was divided into three general phases, with various parcels developing at different times.

The prior studies assumed trip generation for the FedEx portion of the TRIP site based on information provided by FedEx models². This information was used instead of nationally published trip generation data (such as *Trip Generation Manual*³) due to the unique nature of the site, which does not have an applicable ITE land use category. The information provided by FedEx included various types of traffic that the site would generate⁴ based on site activity (such as shift changes and deliveries).

The FedEx estimates used to develop the TRIP study indicated there would be 372 trips (45 in/327 out) during the morning peak hour (7-8 a.m.) and 423 trips (361 in/61 out) during the evening peak hour (5-6 p.m.). This trip generation estimate reflects the completed (“Full Phase”) FedEx facility, including the proposed expansion. This traffic assumption was used for both prior transportation impact analyses (TIA) that were completed for Phase 1 and Phase 2 of the TRIP site.

TRIP GENERATION

FedEx has provided⁵ revised traffic generation estimates based on the latest projected traffic flows for Total Vehicle Flow FY24, including the proposed expansion (which would occupy the parcel identified as “Lot 1” in prior TRIP analysis). These estimates were compared to the previous FedEx estimates used for the TRIP analysis and the traffic projected for Lot 1. Operational changes that shift the site’s peak flows outside the system peak traffic hours have resulted in decreased peak hour traffic projections. These comparisons for the morning and evening peak hour indicate:

- The proposed FedEx site (combined use and proposed expansion) is anticipated to generate 360 trips (69 in, 291 out) during the morning peak hour (7-8 a.m.). This represents an overall decrease in 142 trips during the a.m. peak hour from previous assumptions for FedEx and Lot 1 used in the TRIP analysis.
- The proposed FedEx site (combined use and proposed expansion) is anticipated to generate 265 trips (89 in, 176 out) during the evening peak hour (5-6 p.m.). This is an overall decrease in 294 trips during the p.m. peak hour from previous assumptions for FedEx and Lot 1.

Table 1 compares the previously assumed FedEx trip generation used for the TRIP Phase 2 Study and the revised trip generation for the proposed FedEx expansion.

² Email from Bryan Smith, FedEx, April 13, 2007.

³ Trip Generation Manual, 10th Edition, Institute of Transportation Engineers, Washington DC, 2017.

⁴ Traffic flows were provided for each hour of the day and reported for automobiles, P&D van, spot trailer, and linehaul.

⁵ Email from Chelsey Ackerman, FedEx, December 20, 2019.

Table 1: FedEx Peak Hour Total Traffic Estimates

Scenario	Land Use Component	AM Peak Hour Trips*			PM Peak Hour Trips*		
		In	Out	Total	In	Out	Total
Proposed FedEx Expansion	FedEx (TRIP Lot 1+2)	69	291	360	89	176	265
	Additional trips**	0	0	0	0	0	0
	Proposed FedEx Total	69	291	360	89	176	265
TRIP Phase 2 Study	FedEx (TRIP Lot 2)	45	327	372	361	62	423
	Manufacturing (TRIP Lot 1)	100	30	130	49	87	136
	TRIP Phase 2 Total	145	357	502	410	149	559
Difference	Proposed FedEx minus TRIP Phase 2	-76	-66	-142	-321	27	-294

Note: Trip estimates for FedEx based on data provided by FedEx.

*a.m. and p.m. peak hour based on peak hour of surrounding transportation system (7-8 p.m. and 5-6 p.m.)

**Lot 1 trips under FedEx Expansion scenario are included with total FedEx trip estimates

The traffic generated by the proposed FedEx use and other uses approved in the TRIP area (including Amazon Warehouse⁶, and the Lot 10 Warehouse⁷) were also compared (Table 2) to the overall traffic projected with the combined development of TRIP through Phase 2.

- The a.m. peak hour estimate of 869 vehicle trips using the FedEx (Lot 1 and 2) and Amazon site (Lot 6, 7, and 8) and Lot 10 remains less than the overall uses and traffic assumed in Phase 2 (1,920 trips) of TRIP. There would be 1,051 motor vehicle trips remaining to reach the level of development and intensity of use that was assumed for the Phase 2 traffic analysis.
- The p.m. peak hour estimate of 1,271 vehicle trips using the FedEx (Lot 1 and 2) and Amazon site (Lot 6, 7, and 8) and Lot 10 remains less than the overall 2,002 vehicle trips assumed for Phase 2. There would be an additional 731 trips remaining to reach the intensity of development assumed in the Phase 2 traffic analysis.

A remaining development capacity of 1,051 a.m. peak hour trips and 731 p.m. peak hour trips remains for the remaining TRIP area (Lots 3, 4, 5, 9, and 11) to reach the development levels analyzed in TRIP Phase 2 traffic analysis. Table 2 summarizes the traffic generated by approved and proposed TRIP uses (FedEx, Amazon, Lot 10) compared to the prior TRIP Phase 2 traffic study.

⁶ Project Piper Transportation Impact Analysis, DKS Associates, March 30, 2017.

⁷ Memorandum: TRIP Lot 10 Trip Generation Analysis, DKS Associates, November 25, 2019.

Table 2: Total TRIP Phase 2 and Proposed FedEx Peak Hour Total Traffic Estimates

Scenario	Land Use Component	AM Peak Hour Trips*			PM Peak Hour Trips*		
		In	Out	Total	In	Out	Total
TRIP Phase 2 Study	Combined TRIP Phase 2 Land Use (All lots)	1,221	699	1,920	867	1,135	2,002
Current and Proposed TRIP	FedEx (TRIP Lot 1 and 2)	69	291	360	89	176	265
	Amazon (TRIP Lot 6,7,8)	456	14	470	483	481	964
	Warehouse (Lot 10)***	20	19	39	21	21	42
	<i>Total Development (TRIP Lot 1, 2, 6, 7, 8, 10)</i>	545	324	869	593	678	1,271
Remaining Development Capacity	TRIP Phase 2 minus Existing Developments	676	375	1,051	274	457	731

Note: Trip estimates for FedEx based on data provided by FedEx.

*a.m. and p.m. peak hour based on peak hour of surrounding transportation system (7-8 p.m. and 5-6 p.m.)

**Lot 1 trips under FedEx Expansion scenario are included with total FedEx trip estimates

***Directional distribution of In/Out trips is not provided by ITE and 50% distribution was assumed.

SUMMARY

Traffic estimates for the proposed FedEx expansion were compared to prior traffic assumptions for development of TRIP Phase 2. The TRIP Phase 2 estimates included broad assumptions regarding the types and sizes of land uses since actual tenants (aside from FedEx) were not known. The comparisons indicated that traffic projected for the proposed FedEx use is estimated to generate 142 less trips in the a.m. peak and 294 less trips in the p.m. peak than previously assumed for uses occupying Lot 1 and Lot 2. The proposed FedEx use would generate 360 a.m. peak hour trips and 265 p.m. peak hour trips, while the entire TRIP Phase 2 area was estimated to generate 1,920 a.m. peak hour trips and 2,002 p.m. peak hour trips.

Considering both the proposed FedEx expansion and other TRIP sites that have proposed/developed specific site plans (Amazon Warehouse and Lot 10) there would be an additional 1,051 a.m. trips and an additional 733 p.m. trips remaining to reach the intensity of development assumed in TRIP Phase 2 traffic analysis.

Attachments:

Figure 1 – Attachment V (Original Trip Generation Estimates for FedEx Full Phase)

Figure 2 – Attachment IV (Revised Trip Generation Estimates for FedEx FY24)

Figure 1: Attachment V (Original Trip Generation Estimates for FedEx Full Phase)

Attachment V
FedEx Ground
Full Phase Expected Traffic Flows for the Portland, OR Hub

	Automobile Full Phase		P&D Van Full Phase		Spot Trailer Full Phase		Linehaul Full Phase		Total Vehicle Flow Full Phase		
	Arrive	Depart	Arrive	Depart	Arrive	Depart	Arrive	Depart	Arrive	Depart	
00:01 - 01:00	102						16	18	118	18	00:01 - 01:00
01:01 - 02:00	5	84					18	14	23	98	01:01 - 02:00
02:01 - 03:00	251	5					22	7	273	12	02:01 - 03:00
03:01 - 04:00	156						16	7	172	7	03:01 - 04:00
04:01 - 05:00	5	9					7	31	12	40	04:01 - 05:00
05:01 - 06:00		5					5	11	5	16	05:01 - 06:00
06:01 - 07:00	223	255				83	7	11	230	349	06:01 - 07:00
07:01 - 08:00	40	238				82	5	7	45	327	07:01 - 08:00
08:01 - 09:00	5	14					11	24	16	38	08:01 - 09:00
09:01 - 10:00	5	3							5	3	09:01 - 10:00
10:01 - 11:00	14	12					5	29	19	41	10:01 - 11:00
11:01 - 12:00	325	5					5	5	330	10	11:01 - 12:00
12:01 - 13:00	5							5	5	5	12:01 - 13:00
13:01 - 14:00		14					11	7	11	21	13:01 - 14:00
14:01 - 15:00	90	5					7	5	97	10	14:01 - 15:00
15:01 - 16:00							7		7		15:01 - 16:00
16:01 - 17:00	5	307	83			18	7		95	325	16:01 - 17:00
17:01 - 18:00	241	40	82		18	18	20	4	361	62	17:01 - 18:00
18:01 - 19:00	9	226			18	18	7	7	34	251	18:01 - 19:00
19:01 - 20:00	5	6			18	17	20	7	43	30	19:01 - 20:00
20:01 - 21:00	5	14			17		16	18	38	32	20:01 - 21:00
21:01 - 22:00	5	261					16	13	21	274	21:01 - 22:00
22:01 - 23:00	98	6					11	18	109	24	22:01 - 23:00
23:01 - 24:00	5	90					16	7	21	97	23:01 - 24:00
Total	1599	1599	165	165	71	71	255	255	2090	2090	Total

Figure 2: Attachment IV (Revised Trip Generation Estimates for FedEx FY24)

**Attachment IV
FedEx Ground
FY24 Expected Traffic Flows for the Portland, OR Hub**

	Automobile FY24		P&D Van FY24		Spot Trailer FY24		Linehaul FY24		Total Vehicle Flow FY24		
	Arrive	Depart	Arrive	Depart	Arrive	Depart	Arrive	Depart	Arrive	Depart	
00:01 - 01:00	68	34					26	23	94	57	00:01 - 01:00
01:01 - 02:00	32	24					19	25	51	49	01:01 - 02:00
02:01 - 03:00	183	101					20	21	203	122	02:01 - 03:00
03:01 - 04:00	23	24					19	19	42	43	03:01 - 04:00
04:01 - 05:00	73	19					15	16	88	35	04:01 - 05:00
05:01 - 06:00	17	19					15	13	32	32	05:01 - 06:00
06:01 - 07:00	545	21		69			16	8	561	98	06:01 - 07:00
07:01 - 08:00	58	210		69			11	12	69	291	07:01 - 08:00
08:01 - 09:00	19	141	126				10	15	155	156	08:01 - 09:00
09:01 - 10:00	14	9	126	126			7	11	147	146	09:01 - 10:00
10:01 - 11:00	14	12	126	126			9	11	149	149	10:01 - 11:00
11:01 - 12:00	22	12		126			9	17	31	155	11:01 - 12:00
12:01 - 13:00	28	15					12	23	40	38	12:01 - 13:00
13:01 - 14:00	240	19					15	13	255	32	13:01 - 14:00
14:01 - 15:00	55	19					15	12	70	31	14:01 - 15:00
15:01 - 16:00	19	18					14	15	33	33	15:01 - 16:00
16:01 - 17:00	15	13	69			4	10	12	94	29	16:01 - 17:00
17:01 - 18:00	6	167	69		4	4	10	5	89	176	17:01 - 18:00
18:01 - 19:00	129	548			4	4	10	7	143	559	18:01 - 19:00
19:01 - 20:00	17	14			4	4	11	13	32	31	19:01 - 20:00
20:01 - 21:00	12	22			4		17	9	33	31	20:01 - 21:00
21:01 - 22:00	19	22					17	15	36	37	21:01 - 22:00
22:01 - 23:00	19	258					20	15	39	273	22:01 - 23:00
23:01 - 24:00	180	69					24	23	204	92	23:01 - 24:00
Total	1,810	1,810	516	516	16	16	351	353	2,693	2,695	Total

From: [Marlee Boxler](#)
To: [Arini Farrell](#)
Subject: VECO Review - Fed Ex
Date: Tuesday, April 7, 2020 11:53:17 AM

Hi Arini,

Their VECO submittal is complete, but these are some conditions/comments I found.

- According to their landscaping plans they are removing some trees. Did they mark tree removal permit on their application and address that TMC criteria in their narrative? Some trees that they are removing are being stockpiled and replanted, but others are removed and disposed of.
- On Page 7 they don't properly calculate the percentage of VECO disturbed because they don't take into account that Fed Ex's site is multiple tax lots and all the VECO associated with Salmon Creek and Tributary A are on a different tax lot than Wetland A and B. They state that Wetland A and B are not disturbed, so we are able to assume that the 9,712 square feet that is permanently and temporarily disturbed is entirely associated with Salmon Creek and Tributary A. They state that this is approximately 15.6% of the total VECO on site, however the VECO on that tax lot is 42,488 square feet, so they are actually disturbing approximately 23% of the VECO on that site. This isn't something that has an impact on completeness review, however I wanted to let you know about it so that the findings could accurately reflect the true impact. Since they aren't disturbing more than 30% a Type III Variance is not required.
- Sheet L3.0 Mitigation and Restoration Plan does not match what is in 16.0 VECO Compliance Memo. They are missing 2 shrubs under the "restoration plant materials schedule" – a red twig dogwood and a compact Oregon grape. Given that it is otherwise accurate, we can just make it a Condition of Approval to modify that sheet. "Sheet L3.0 Mitigation and Restoration Plan shall be updated to reflect the mitigation requirement of 97 trees and 486 shrubs." Our comments can be more detailed stating exactly what is missing.
- We should also, as a condition, probably require they create a landscaping plan that shows just trees and another that shows just shrubs, cause right now its so busy its nearly impossible to tell where the shrubs are proposed.
- A Condition of Approval should be written that states, "Vegetation Corridor mitigation and restoration plantings are required to be monitored annually for five years after planting to guarantee a minimum survival rate of 80%. Monitoring of the mitigation plantings is the ongoing responsibility of the property owner. Monitoring shall consist of the submission of color photographs of the mitigation plantings immediately following completion of the initial planting and then annually between September 1st and 21st for the next five years. Photographs shall be dated and a north arrow included on the photographs. The photographs shall be submitted to the Community Development Department with a cover letter that includes the name and contact information for the current property owner, the land use file number, and the address of the property. Plants that die within five years of the date of planting must be replaced in kind and of sufficient quantity to meet the minimum 80% coverage standard. [TDC 4.315.A.3.c.iv.]"

Let me know if you have questions.

Marlee Boxler

Associate Planner

Marlee.Boxler@TroutdaleOregon.gov

office: 503-674-7230

**City of Troutdale****Community Development Dept.**

2200 SW 18th Way / Troutdale, OR 97060

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CITY OF TROUTDALE

MEMO - Engineering Division

Date: April 21, 2020

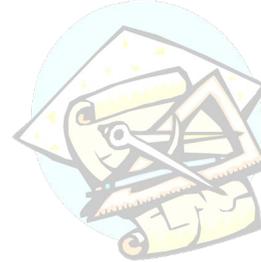
From: Travis Hultin, Deputy PW Director/Chief Engineer

TH

To: Planning

CC: File

Fred Ostler, Public Works Director
David Schaffer, Water & Streets Superintendent
Shawn Anderson, Wastewater Superintendent
Ryan Largura, Environmental Specialist



RE: Type III Variance, Site Development Review, FedEx Parking Lot Expansion Lot 1 TRIP (File No. LU-0009-2020)

The Public Works Department has reviewed the Type III Site and Design Review and Variance submittal for the FedEx Parking Lot Expansion. 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 parking lot expansion and modification 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 application states that neither water nor sewer service is needed for Lot 1 and proposes no changes to FedEx's existing public water service connection or public sanitary sewer service connection(s). No required changes are apparent from the application.
4. The applicant has provided a trip generation analysis prepared by DKS Associates of Portland. The analysis reflects no additional impact on city-owned streets during the am and pm peak hours, relative to the original traffic modelling assumptions for the TRIP development. It should be noted that the applicant's analysis only addressed peak hours and did not address total daily traffic (typically expressed as ADT – Average Daily Traffic), though ADT estimates can be gleaned from the tables in the report attachments. The peak-hours analysis is sufficient for Public Works in assessing the need for any capacity enhancements on City-owned streets, but total daily traffic provides a better picture of overall increases in traffic in the TRIP area resulting from this development for Planning Commissioners or other staff that may be interested or concerned in that aspect. No new access points onto City-owned streets are proposed. Public Works does not find any recommended traffic impact mitigation requirements for city-owned streets (principally Swigert Way and Graham Road).
5. The site's existing street frontage on City-owned streets (Swigert Way) is already fully improved to current standards. No improvements on City-owned streets are required of the developer for this application. However, applicant will be required to correct any existing sidewalk defects on the site's public street frontages prior to receiving a Certificate of Occupancy (or CofO equivalent). Sidewalk repairs on City-owned streets (if any) will require a Public Works Permit.
6. The proposed project will result in more than 2,000 SF of new or redeveloped impervious area. Therefore, stormwater quality treatment is required for all new and redeveloped impervious areas in accordance with the Portland Stormwater Management Manual (PSWMM). The application narrative indicates that all stormwater will be retained onsite, which is contrary to the findings and proposed approach provided in the applicant's Stormwater Management Report. The applicant has provided a preliminary Stormwater Management Report (SMR), prepared by VLMK Engineers of Portland, demonstrating that the proposed improvements can meet Category 3 (offsite discharge) of the PSWMM discharge hierarchy, and proposing manufactured treatment in lieu of vegetated treatment. Sufficient rationale is provided for category 3 (poor draining soils and groundwater contamination plume), but the only rationale provided for substituting manufactured treatment is simply stating "space constraints". The applicant will be required to submit a final SMR with the building/grading permit applications, and in that report the applicant must provide detailed rationale for substituting manufactured treatment for vegetated treatment. This is quite a large site and the SMR must clearly demonstrate that there is insufficient space for a vegetated facility if manufactured treatment is to be approved. Discharge to the Sandy Drainage Improvement Company conveyance channel abutting the site is proposed and will require the approval of SDIC. See proposed Condition 1.
7. The application states that the applicant intends to use its existing Stormwater Quality Operations and Maintenance (O/M) plan, and it seems applicant intends to use the existing O/M as-is. The O/M is specific to the actual layout of the site and includes site specific diagrams, maintenance logs, etc. Therefore, the O/M plan will need updated with these improvements, even if the maintenance operations for the new improvements are similar. See proposed Condition 2.

8. Uses that include certain outdoor industrial activities may require coverage under the NPDES 1200-Z industrial stormwater general permit issued by the Oregon Department of Environmental Quality (DEQ). It is the responsibility of industrial property owners and developers to consult with DEQ to determine if 1200-Z permit coverage is required for their site/facility, and to obtain permit coverage through DEQ when required. Owners/developers are not required to provide verification of such consultations or determinations to the City, though if 1200-Z permit coverage is obtained, the owner or developer shall provide a copy of the issued permit to the City. More information on NPDES 1200-Z permits, including applicability of NPDES 1200-Z permits and contact information for DEQ, is available at:
<https://www.oregon.gov/deq/wq/wqpermits/Pages/Stormwater-Industrial.aspx> .
9. The applicant has appropriately acknowledged the requirement for a 1200C erosion control permit during construction.
10. Public Works has no comments or requirements, nor any objection, with respect to the requested lighting height variance.

Proposed Conditions

1. The applicant's final Stormwater Management Report (SMR), submitted with the construction permit applications, shall clearly explain how space constraints cannot be overcome resulting in the proposed substitution of manufactured treatment for vegetated treatment.
2. The applicant shall prepare and submit and updated Stormwater Quality Operation and Maintenance (O&M) Plan for review and approval by Public Works prior to receiving a Certificate of Occupancy (or CofO equivalent).

1620 SE 190th Avenue, Portland, Oregon 97233-5910 • Phone (503) 988-5050 • Fax (503) 988-3321

MEMORANDUM

TO: Arini Farrell, CFM, Associate Planner, Floodplain Manager, City of Troutdale

CC: Jessica Berry, AICP, Interim Transportation Planning and Development Manager, Multnomah County
Chet Hagen, Mid-County Lighting District Administrator

FROM: Natalie Warner, Transportation Planner

DATE: March 11, 2020

SUBJECT: EP-2020-13045/LU-002-2020 FedEx Parking Lot Expansion at R642923 near 2460 NW Sundial Rd

Multnomah County Transportation Planning and Development has reviewed the above referenced application materials and provide the following comments.

The comments provided in this memorandum are based on the project description provided in the notice of application. While every effort has been made to identify all related standards and issues, additional issues may arise and other standards not listed may become applicable as more information becomes available.

The subject proposal consists of a Type III Variance, Site Development Review for expansion of an existing parking lot onto a previously undeveloped parcel. The unaddressed property (R642923) is located at the intersection of NW Sundial Rd and NW Swigert Way, adjacent to the existing FedEx facility at 2460 NW Sundial Rd. NW Sundial Rd is a Multnomah County road functionally classified as a Major Collector facility.

In the following text, all references to *Multnomah County Design and Construction Manual* (MCDCM) use the acronym "MCDCM" and all references to *Multnomah County Road Rules* (MCRR) use the acronym "MCRR".

Conditions of Approval

1. Complete a traffic study using current traffic counts to determine what, if any, traffic mitigation is needed as a result of this proposal. Prior to commencement of the traffic study, please contact Multnomah County Engineer, Engineer, Rick Buen, at rick.buen@multco.us or (503) 988-3891 to determine the scope.
2. Provide an access that meet MCDCM standards or apply for a MCRR Variance.
3. Acquire a driveway permit for the site's access onto NW Sundial Rd prior to building permit sign-off.
4. Dedicate five feet of right of way along the site's NW Sundial Rd frontage to Multnomah County for road purposes.
5. Dedicate 5 feet for slope, utility, drainage, sidewalk, landscape, traffic control device easement.
6. Offsite improvements may be required including the installation of a traffic signal at the NW Sundial Rd/NW Swigert Way intersection.
7. Provide stormwater certificate for County review prior to building permit sign-off.

Transportation Impact

A transportation impact is defined in Multnomah County Road Rules 3.000 as any new construction or alteration which increases the number of trips generated by a site by more than 20 percent, by more than 100 trips per day or by more than 10 trips in the peak hour. A minimum increase of 10 new trips per day is required to find a transportation impact.

This proposal results in a transportation impact.

The County has reviewed the *Troutdale Reynolds Industrial Park (TRIP) FedEx Parking Expansion Traffic Analysis - 19-P22 3302 Memorandum* dated January 13, 2020, which was submitted with the application materials. This traffic analysis is based on trip generation data provided by FedEx, which appears to generate more daily trips than the July 10, 2012 study, *Troutdale Reynolds Industrial Park Transportation Impact Analysis*.

Trip Distribution

The January 13, 2020 memo spreads the generated trips throughout more hours of the day as compared to the July 10, 2012 study. This has the effect of reducing the number of trips generated at the AM and PM peak hours evaluated. Distributing the new trips throughout more hours of the day may benefit operations during the evaluated hours, but may create operations below standards at other hours of the day. The study did not state what controls would be in place to assure hourly trip generation is as shown. If actual trip distribution differs from as presented in the study, the actual AM or PM peak hour demand could be much higher.

The trip generation comparison looks at only the AM and PM peak hour of adjacent street based on previous July 10, 2012 study, which appears to be based on 2006 and 2010 counts which are now old and potentially outdated. Given that the revised FedEx trip generation is as high or higher in hours other than the two hours evaluated (AM and PM peak hours), please provide current AM and PM peak hour counts. New counts would also provide a more updated background volume to evaluate the FedEx trips.

The January 13, 2020 memo states that the revised trip rates result in 1,051 AM trips and 731 PM trips remaining capacity to reach the intensity of development assumed in the Phase 2 TRIP analysis. However, this analysis is based on old trip counts from 2010 and 2006 and does not account for current/actual trip generation from the site. Therefore, not enough information has been provided for the County to assess the overall trip capacity.

Complete a traffic study to determine what, if any, traffic mitigation is needed as a result of this proposal. A traffic study is required to determine the impact of this proposed development on the public roadway system and to identify mitigation measures needed to address those impacts. Needed mitigation measures could include on and/or off-site improvements. Prior to commencement of the traffic study, please contact Multnomah County Engineer, Rick Buen, at rick.buen@multco.us or (503) 988-3891 to determine the scope. **[MCDCM 1.1.3]**

Off-site improvements are required by County code (*Multnomah County Road Rules, Section 8.100*) as conditions of approval in order to satisfy safety requirements, development created capacity needs, County road maintenance requirements, Uniform Fire Code requirements, Americans with Disabilities Act (ADA) requirements, and other public service requirements, and to protect the public from detrimental effects of a proposed development.

Access Management

Acquire a driveway permit for the site's access onto NW Sundial Road. Access for the subject property would be served by an existing driveway onto NW Sundial Rd, located on the adjacent property at 2460 NW Sundial Rd. No access permit was found on file for the existing driveway on the property at 2460 NW Sundial Rd. Multnomah County Road Rules (MCRR) Section 18.250 requires an access permit for all new or reconstructed (altered)

driveway approaches to roads under County jurisdiction. An access is considered altered when a change in development that is serves has a Transportation Impact as defined in MCRR Section 6.000. The proposed development would have a Transportation Impact, as discussed previously herein this memo. Therefore, the applicant must submit a driveway permit application with description of driveway width and type, along with an 11x17 site plan showing on-site structure(s), driveway, and NW Sundial Road.

The following access standards apply to this site.

One driveway access per property is the County standard for access permit approval. Approval of more than one driveway access must be requested through the MCRR variance procedure. Reducing the number of existing and proposed access points on Arterials and Collectors and improving traffic flow and safety on all County roads will be the primary consideration when reviewing access proposals for approval. **[MCRR 4.200]**

The County minimum access spacing standard for a Major Collector facility is 148 feet. For a Major Collector facility, the County standard for minimum driveway access spacing from adjacent driveways, driveway centerline to driveway centerline, is 148 feet (DCM Table 1.2.5). The minimum spacing distance is applied both to driveways on the same side of the street as well as driveways opposite to the site (DCM Figure 1.2.1). Access driveways on opposite sides of the street should be located directly opposite to each other, or no less than 148 feet from adjacent accesses. **[MCRR 4.300]**

The County minimum access setback from an intersecting street for a Major Collector facility is 98 feet [MCDCM Table 1.2.5]. The intersection setback distance is defined as the distance between the intersection end of curb radius and the top of the driveway ramp **[MCDCM Figure 1.2.1]**. Without this spacing, turning movements for the intersection and the driveway can conflict, resulting in reduced safety and efficiency on the roadway.

The County access width standard for an industrial use is 20 feet to 40 feet [MCDCM Table 1.2.4].

Meet the access standards or apply for a MCRR variance County standards and requirements. Multnomah County Road Rules provides for a variance from County standards and requirements when written documentation substantiates that the requested variance is in keeping with the intent and purpose of County Code and adopted rules, and the requested variance will not adversely affect the intended function of the County road system or related facilities. A variance approval may include mitigation measures as condition of approval. **[MCRR 16.000]**

All requests for a variance to these Road Rules that are part of a development that requires approval of that development as a "land use decision" or "limited land use decision", as defined by ORS 197.015, shall be submitted at the time that application for the land use review is submitted to the applicable planning office having land use jurisdiction. The County Engineer's decision on the variance to these Road Rules shall not become effective until the date that the associated land use decision becomes effective.

Right of Way Requirements

Dedicate five feet of right of way along the site's NW Sundial Road frontage to Multnomah County for road purposes. The County standard right of way for a Major Collector road is 80 feet, 40 feet from the road centerline to adjacent property lines **[MCDCM Table 2.2.2 Urban Collector Cross Section]**, as shown in Figure 1. Currently, 35 feet of right of way exist between the site's property line and the centerline of NW Sundial Road. The owner is required to dedicate five feet of right of way to Multnomah County along the property's NW Sundial Road in order to achieve a proportional share of this standard. Contact Pat Hinds at (503) 988-3712 or patrick.j.hinds@multco.us to complete the easement dedication. As part of the Troutdale Reynolds Industrial Park (TRIP) Plat, a 5 foot

easement for slope, utility, drainage, sidewalk, landscape, traffic control device easement along Sundial road. This easement will need to extend 5 feet beyond the right of way.

Construction/Improvements

Offsite improvements may be required including installation of a traffic signal at the NW Sundial Rd/NW Swigert Way intersection.

Construction of half-street improvements to Multnomah County standards may be required, including the following:

- 1. Grade/rock/pave to commercial depth between existing pavement and new curb;**
- 2. Construct bicycle lanes as required;**
- 3. Furnish street trees as required;**
- 4. Furnish street lighting facilities as required;**
- 5. Construct Multnomah County standard concrete curb and 6-foot wide concrete sidewalk in compliance with ADA specifications;**
- 6. Install underground traffic control devices conduit and related equipment as required;**
- 7. Construct storm drainage facilities as required.**

Sidewalks and curb ramps that do not meet ADA specifications will need to be retrofitted.

Right of way improvements are required to mitigate the impacts of the travel demand created by the proposed development. Drainage improvements are required in order to mitigate the impacts of the proposed development's impervious surface as well as from the roadway that serves it. Without drainage improvements, run-off could negatively impact the roadway system. **[MCRR 6.100; DCM 2.2.2]**

Stormwater Management

The County must review any alteration of the existing storm water drainage for impacts to County right of way. Increased run-off to County right of way could negatively impact the County's roadways and stormwater system. The County currently refers to the Portland Stormwater Manual methodology as a guideline but may have additional requirements depending on site conditions.

Portland Stormwater Management Manual can be found on their website:

Stormwater Management Manual: <https://www.portlandoregon.gov/bes/64040>

Appendix D: <https://www.portlandoregon.gov/bes/64050>

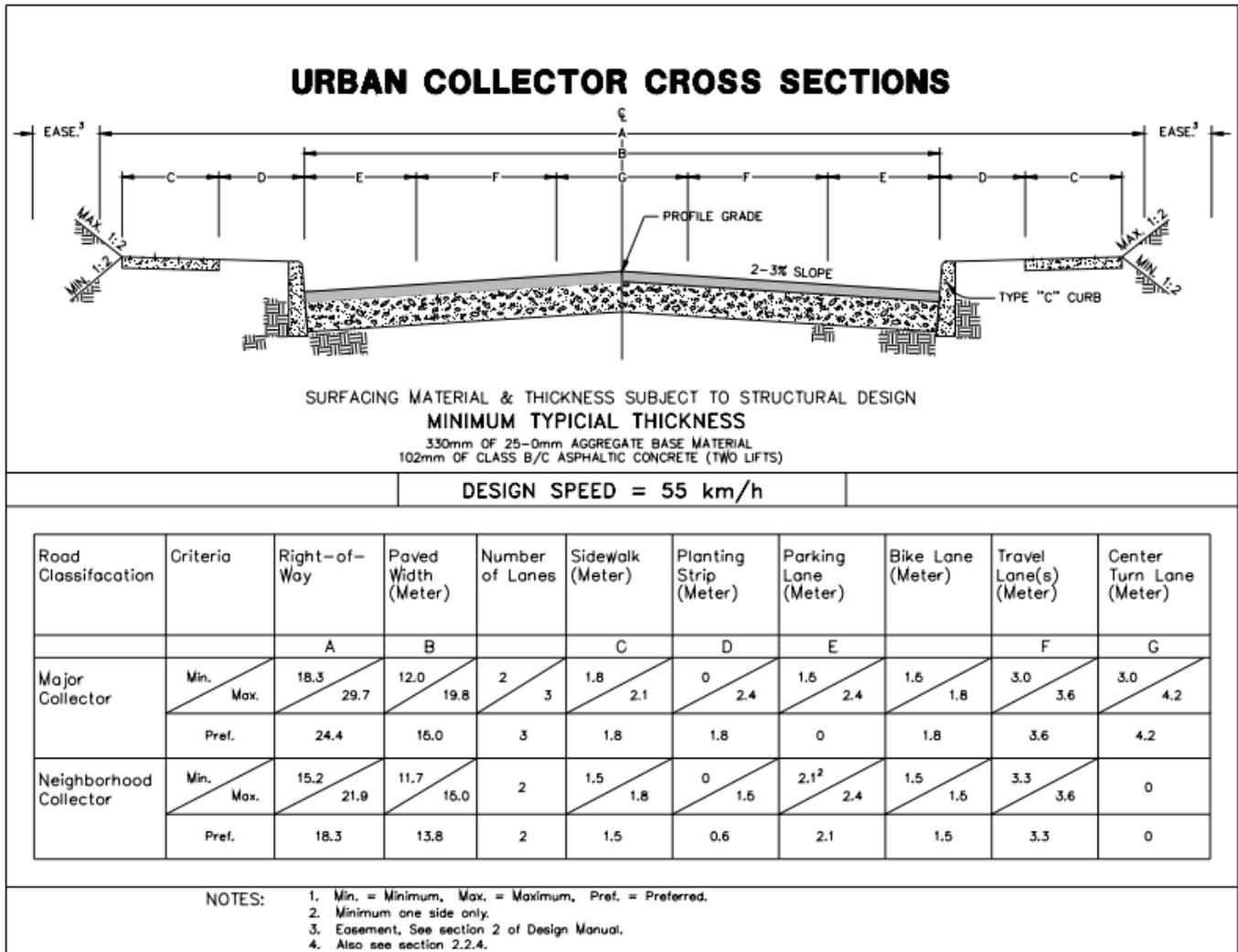
Simplified Approach submittal guide: <https://www.portlandoregon.gov/bes/article/474163>

Presumptive Approach submittal guide: <https://www.portlandoregon.gov/bes/article/474170>

Mid-County Lighting District

Contact Mid-County Lighting District to determine if street lights are needed. The property is located within the Mid-County Street Lighting District and may require lights along the frontages. The applicant may need to develop street lighting design that is compliant with Mid-County Lighting District standards. Please contact Chet Hagen, Mid-County Street Lighting District Administrator, at chet.hagen@multco.us or 503-988-0164 for more information.

Figure 1: MCDCM Table 2.2.2 Urban Collector Cross Sections



MEMORANDUM

Date: 3/9/2020

To: Planning Department (planning@troutdaleoregon.gov); (Arini Wiryomartono)

From: Planning Department (reviews@mcdd.org); (Amber Ayers)

Subject: SDIC-19-30627-LV FedEx Parking Lot Expansion

Multnomah County Drainage District (MCDD) manages the Sandy Drainage Improvement Company (SDIC) levee system through an intergovernmental agreement. MCDD reduces flood risk by maintaining our levee system, managing drainage and responding to emergencies. As part of these responsibilities, MCDD reviews development applications for projects within the Districts' boundaries. These reviews are necessary to follow federal law (33 US Code Section 408) as well as the local sponsor's needs for maintenance and operation of the levee system.

District staff has reviewed the proposal for (LU-002-2020 FedEx Parking Lot Expansion), located at (2460 NW Sundial Road, Troutdale, OR 97060).

The following comments are divided into two categories: *general comments/findings and conditions of approval*. General comments/findings are written explanations to guide the applicant of how the proposal does or does not meet District approval criteria and to help inform the applicant of possible issues or circumstances to expect during the review process. Conditions of approval are requirements intended to ensure the proposal meets District criteria and provides details on what expectations must be met in order to receive the final order. The comments provided in this memorandum are based on the preliminary project description provided in project proposal. While every effort has been made to identify all related standards and issues, additional issues may arise and other standards not listed may become applicable as more information becomes available.

Learn more about our tiered review process by visiting: www.mcdd.org/what-we-do/review-process/

GENERAL COMMENTS/FINDINGS:

- *The project proposal identified as "SDIC-19-30627-LV" is on or adjacent to a federally authorized flood control project under the jurisdiction of the US Army Corps of Engineers (USACE), for which SDIC is the local sponsor. SDIC may also hold easements on this property for the operations and maintenance of these facilities. The developer has completed a Tier 2 review through MCDD and still needs to complete a USACE 408 Determination through the Portland District USACE prior to obtaining any building permits.*



- *SDIC may require additional easements to be approved by the developer to properly maintain and operate the levee system.*

CONDITIONS OF APPROVAL:

- *Any alterations or revisions considered necessary to the plan must be submitted prior to any approval being considered.*
- *Conditions of approval require that the applicant must receive approval from both MCDD and USACE. Building permits should not be issued until those conditions have been met.*
- *Conditional approval of individual project elements will not be granted by MCDD or the USACE. Projects must be wholly approved before construction begins.*
- *Conditions of approval require that the applicant complete and satisfy all steps associated with the MCDD Tier 2 Development Review Process.*
- *Prior to final approval, the applicant must provide SDIC with the requested access and maintenance easement, if required.*

From: [Marlee Boxler](#)
To: [Bloomquist, Steve](#); [Chris Thome](#)
Cc: [Arini Farrell](#)
Subject: RE: LU-002-2020 Notice of Application
Date: Thursday, March 26, 2020 9:07:00 AM

Great, thank you! That is what we needed to hear. Appreciate you reiterating it for us so that we have it for our record.

Thanks,

Marlee Boxler

Associate Planner
Marlee.Boxler@TroutdaleOregon.gov
office: 503-674-7230



City of Troutdale

Community Development Dept.

2200 SW 18th Way / Troutdale, OR 97060
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From: Bloomquist, Steve <Steve.Bloomquist@portofportland.com>
Sent: Thursday, March 26, 2020 9:06 AM
To: Marlee Boxler <marlee.boxler@troutdaleoregon.gov>; Chris Thome <CThome@steele-arch.com>
Cc: Arini Farrell <arini.farrell@troutdaleoregon.gov>
Subject: Re: LU-002-2020 Notice of Application

Hi Marlee,

I did see that there was additional plantings and more improvements in the VECO which is good and the Port is supportive of the project. The plantings are all compatible to be near the airport. I appreciate the heads up but, again there are no issues with the proposed changes.

Thanks!

-Steve

From: Marlee Boxler <marlee.boxler@troutdaleoregon.gov>
Sent: Thursday, March 26, 2020 8:59 AM

PROJECT #: LU-0002-2020 COMMENTS FOR LU-0009-2020 APPLIES AS WELL

FROM: Samantha Chandler

DATE: 3/3/2020

FIRE COMMENTS:

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

1. Additional hydrant coverage may be required for truck parking area. Show on the building plans where the nearest existing and new hydrants are located. ***OFC Appendix C and 507***
2. Each public or private fire hydrant used for fire flow for this property 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.
3. 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 roadway 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***
4. 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 including in the truck parking area. 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***
5. 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***
6. The turning radius for all emergency apparatus roads shall be: 28' inside and 48' outside radius. ***OFC 503.2.4***



Findings of Fact & Final Order

HEARING & DECISION DATE: April 29, 2020
EFFECTIVE DATE: May 9, 2020

FILE NUMBER / NAME	LU-0009-2020 FedEx Parking Lot Expansion Lot 1 TRIP	
APPLICATION TYPE	Type III Variance, Site Development Review	
PROJECT APPLICANT	Chris Thome on behalf of FedEx	PROPERTY OWNER FedEx Ground Packaging System Inc.
PROJECT LOCATION	2460 NW Sundial Road	TAX MAP / TAX LOT # 1N3E23 -00109/R843600150 and 1N3E23 -00108/R843600100
LAND USE MAP	I - Industrial	LAND USE ACTIVITY Industrial
ZONING DISTRICT	GI – General Industrial	OVERLAY DISTRICT None

PROPOSAL

Please note that this is a resubmittal of LU-002-2020, the Applicant is proposing to expand truck/trailer parking at their existing distribution facility. They are planning to expand parking to the currently undeveloped Lot 1, for which they would add storm water infrastructure and seek a variance for additional lighting. The Applicant is also proposing to modify and expand truck parking on Lot 2, which is already developed.

PROCEDURE

This application is undergoing a Type III quasi-judicial procedure. [TDC 2.060 and 6.300] This procedure requires a Public Hearing and Planning Commission review in order to be adopted. Planning Commission is the decision-making body for this application and may approve, approve with conditions, or deny this application. Nearby property owners, relevant review entities, and other stakeholders have been notified accordingly. [TDC 2.075 - 2.090]

APPLICABLE CRITERIA

- Troutdale Development Code (TDC): Ch.1 Introductory Provision; Ch. 2 Procedures for Decision Making; Sec. 3.110 Community Commercial (CC); Sec. 4.300 Vegetation Corridor and Slope District (VECO); Sec. 4.500 Flood Management Area; Sec. 5.600 Erosion Control and Water Quality; Sec. 5.700 Stormwater Management; Sec. 5.1000 Public Improvements; Sec. 6.900 Site Development Review; Ch. 8 Site Orientation and Design Standards; Ch. 9 Off-Street Parking & Loading; Ch. 11 Landscaping and Screening; Ch. 17 General Provisions
- Troutdale Municipal Code: 8.26 Outdoor Lighting; 13.10.270 Tree Removal
- City of Troutdale Comprehensive Land Use Plan
- Construction Standards for Public Works Facilities
- Building and Fire Codes
- Relevant standards in Oregon Revised Statutes (ORS) and Oregon Administrative Rules (OAR)

FINDINGS OF FACT

- Planning Commission received public testimony from Staff, the Applicant, and members of the public at the April 29, 2020 meeting.
- The Findings of Fact contained herein are derived from the specific decision criteria outlined in Section 6.1300 of the Troutdale Development Code and are hereby adopted as the Findings of Fact in this matter.
- The Final Order has been reached and a denial of the application has been rendered.

FINDINGS OF FACT – VARIANCE [TDC 6.1325]

6.1325 Type III Variance. The Planning Commission may grant a variance under the Type III procedure if the request involves the expansion or reduction of a quantifiable provision in this Code by more than 30% and the following criteria are met:

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

FINDING: In their narrative, the applicant provided clarification that FedEx is a night operation, however night operations are not unique to the surrounding land uses are also industrial warehouses. The lot size, shape and topography of the site is typical of a general industrial facility. With that said, a variance application for 100 ft. light poles was approved previously back in 2013, (13-015) and another project similar in scope for the same expansion in 2014 (14-041). The approved Case File 13-015 allowed FedEx to install the existing 12 100-foot lighting poles that are on site today.

The later project (14-041) was approved but was not built in time before the decision expired. This request for the expansion of the truck parking lot will propose five (5) additional light poles on site. With their night operation and the current conditions of having 100-foot light poles on site, a similar circumstance is in place, but the expansion proposed is in the spirit of the original applications, and thus **the criterion is met.**

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

FINDING: The site is in the General Industrial zoning district where trucking firms, warehouses are permitted uses and these uses can be found in the surrounding area that operate throughout the night. As part of their submittal, FedEx provided photometric plans and specifications of the lighting fixtures which will be installed. Photometric plan does show spill onto the adjacent property located to the northeast and light spill on the west side of the property which faces the Sundial Road. However, the light spill is minimal and encroaches on an open field not suited for future development and a road which does not have adequate street lighting. Staff determined that this light spill will not be injurious to the public. As such, **the criterion is met.**

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

FINDING: This request will be consistent with the general purpose and intent of TMC 8.26.010 of regulating lighting in commercial and public areas with outdoor light fixtures. Lighting produced from the five light poles will be confined to the property and will be limited to the truck parking lot. As such, **the criterion is met.**

- D. The variance is the minimum necessary to relieve a practical difficulty with full compliance and to avoid or minimize the resulting hardship.**

FINDING: As mentioned in a previous criterion, there are already twelve 100 foot-light poles. Based on the site plan, the requested five 100-ft. light poles are only to be installed in the expanded truck parking and areas which are already developed will not have light poles added. The design which was proposed by FedEx illustrated that it is the minimum number of poles required to penetrate between trucks and cover the large expanse of the truck parking lot. As such, **the criterion is met.**

FINDINGS OF FACT –SITE DEVELOPMENT REVIEW [TDC 6.920]

6.920 Approval Criteria. In order to approve a site development review application, the decision making authority shall make findings of fact based on evidence provided by the applicant demonstrating that the proposal is consistent with the applicable approval criteria.

Section 6.920.B.

An application for a Type II site development review shall be approved if the proposal meets all of the following criteria. The City decision-making body may, in approving the application, impose reasonable conditions of approval, consistent with the applicable criteria.

1. The proposal complies with the approval criteria specified in Section 6.920.A.

FINDING: The criteria as outlined in Section 6.920 **is met**. See the findings as referenced below:

Section 6.920.A.

- 1. The application complies with all of the applicable provisions of the underlying zone and overlay zone(s), including but not limited to: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other applicable standards, or a variance or adjustment is granted.**

FINDING: The application is located in a General Industrial (GI) zoning district and warehouse is permitted use. Setbacks for this zoning district is 20 feet, however there are no structures/buildings proposed for the expansion, so this standard is not applicable. Even though there are no buildings/structures, FedEx is proposing to install 5, 100 ft. light poles in their expansion and the variance requested was for the installation for those poles.

In addition to the zoning district, there are two overlay zones located on site: The Vegetation Corridor (VECO) and Flood Management Land Area/Special Flood Hazard Area. In their submittal packet, FedEx provided a Flood Hazard Permit application, based on the submitted materials, staff determined that the Flood Hazard Area will not be impacted, and the Flood Hazard Permit is not required. Regarding the VECO overlay, the expansion does have implications on sensitive lands. The applicant has provided a separate VECO memo to address development standards set forth by TDC 4.315. A separate memo prepared by Marlee Boxler regarding the standards are addressed in Attachment 1 of the Staff Report associated with the case file.

As such **the criterion is met.**

- 2. The proposal includes required upgrades, if any, to existing development that does not comply with the applicable land use district standards, pursuant to Section 5.300 Nonconforming Uses.**

FINDING: The proposal does not include upgrades which does not comply with General Industrial, as such, **this criterion is met.**

3. **The proposal complies with all of the applicable site design and development standards of this Code, such as landscaping and parking.**

FINDING: Site and standards from TDC Chapter 8 are referenced below, with each having a corresponding finding for the relevant standard.

8.030 Pedestrian Walkway

FINDING: The applicant provided in their narrative that the expansion for Lot 1 is a truck/trailer parking and circulation area and that pedestrian walkways would be prohibitive due to the nature of the use for the site per TDC 8.030. As such **the standard is met.**

9.025 Parking

FINDING: In the narrative, FedEx showed a total number of 726 employees with the largest shift of 454 employees. Per TDC Section 9.025, the minimum number of parking spaces required for this site is one parking space per employee during the largest shift which is 527 parking spaces and FedEx currently has 706 automobile parking spaces available for its employee. From this information, FedEx currently exceeds its minimum parking requirement. In their previous application (LU-0002-2020), FedEx does not address a projected employee count, however in this application, they clarified that expansion is only for the volume of stored trailers on site and will not increase its employee count.

As such, this **standard is met.**

9.045 Landscaping- Parking

FINDING: On areas where mitigation is not required (area outside of VECO), TDC 9.045 stated that truck parking is exempted from this criterion, as such this **standard is met.** Landscaping requirements for the overall site will be addressed in Section 11.0101 below.

9.050 Paving

FINDING: Drawing A101- Site Plan illustrated that concrete will be used for paving, as such this **standard is met.**

9.055 Drainage

FINDING: Utility plan were provided by FedEx as part of their submittal materials and illustrated that the expansion will include on-site collection of drainage water. However, planning staff will defer to comments regarding drainage to the City's Public Works Department, who provided comments and conditions of approval. As such this **standard is met.**

9.080 Bicycle Parking

FINDING: Based on current use of the site, long term bicycle parking spaces are required and per TDC 9.080, FedEx is to provide 3% of the total automobile parking spaces. There are currently 26 bicycle spaces which exceeds the required 22. In the previous application (LU-0002-2020) staff is unable to determine if FedEx will be meeting the minimum automobile parking spaces since projected employee count is missing. However, since it's clarified that the expansion does not result in an increase of employees and additional parking are for truck parking only, staff is able to determine that this **standard is met.**

9.115 Loading Facilities

FINDING: The applicant expressed that past City of Troutdale Director had determined that this standard is exempted from its application. After reviewing previous land use cases (14-041, 13-015, 12-060) staff determined that due to its unique loading requirements, this determination also applies to the current code. In addition, no building/structure is proposed with this application. As such **this standard is not applicable.**

11.010 Minimum Basic Improvements (Landscaping and Screening)

FINDING: a minimum of 10% of landscaping is required for General Industrial zoning district, in addition, FedEx is in the Troutdale Reynolds Industrial Park which has a 15% minimum landscaping. Based on the updated narrative provided, FedEx is providing 948,737 SF of landscaping on both Lot 1 and 2, a total of 4,031,478 SF. At 23.5% landscaping, this standard is **met**.

ULTIMATE FINDING:

Based on the narrative and documents provided, the Application as presented adequately demonstrate compliance with development standards. Therefore, **the criterion is met**.

4. **The proposal meets all existing conditions of approval for the site or use, as required by prior land use decision(s), as applicable.**

FINDING: There are three previous case files related to the project as referenced in sections above. The most recent case file being 14-41 of similar scope regarding the expansion of Lot 2 and development of Lot 1. The project never started and therefore the decision has expired, therefore conditions of approval of that project is void. Other land use applications are 13-051 and 12-060, there were no records of outstanding conditions of approvals for the mentioned projects. As such **the criterion is met**.

Section 6.920.B

2. **If applicable design standards are proposed to be adjusted, the proposed adjustment:**
 - a. **Is justified due to unique site conditions.**
 - b. **Conforms to the extent practicable with these design standards.**
 - c. **Mitigates potential impacts from the adjustment to the extent practical**

FINDING: Staff believes that due to the nature of the site and the use, some of the design standards such as loading facilities, pedestrian walkways and the requested variance are justified. Concerns and comments which were brought up in LU-0002-2020 were explained and staff determined that the application met the standards set forth by TDC.

In addition, as part of their resubmittal packet, FedEx submitted an updated Trip Generation Estimate Memo. The trip generation memo dated March 20, 2020 summarized a decrease in the projected trips between the expansion and a previous estimate of expansion for the site. As such **this criterion is met**.

FINDINGS OF FACT – VEGETATION CORRIDOR [TDC 4.315]

Please review a separate VECO memo is provided by Marlee Boxler, Associate Planner dated February 25, 2020. Findings on this section concurs with her memo.

4.315.A. New Development.

- 1. The applicant shall demonstrate that no reasonably practicable alternative design or method of development exists that would have a lesser impact on the vegetation corridor and slope than the one proposed.**

FINDING: FedEx is a growing operation and the proposed expansion is required to accommodate this growth as demonstrated in their narrative. Based on the site plan provided, the layout of the expansion will keep circulation smooth while maximizing the space that are available on site. The site plan illustrates heavy mitigation on site and minimize the impact of VECO as such **this criterion is met.**

- 2. If no such reasonably practicable alternative design or method of development exists, new structures and development shall be limited in scale, as specified in this Section, so that the impacts on the vegetation corridor and slope district are the least necessary and the plans shall include restoration, replacement, or rehabilitation of the vegetation corridor and/or slope associated with the site:**

- a. Notwithstanding the provisions of Chapter 6.1300, Type II Variance, of this Code, a maximum of thirty percent (30%) of the total area of the vegetation corridor and slope district on the lot may be used for the development, inclusive of any walkways, driveways, patios, decks, accessory buildings, and similar impervious features.***

FINDING: The expansion of the truck parking has potential impact on the protected water feature-Salmon Creek located on the south eastern portion of the site. The VECO memo provided does not correctly calculate the percentage of VECO disturbed since it does not consider that FedEx's site has multiple lots and all the VECO associated with Salmon Creek and Tributary A are on different tax lots than Wetland A and B. Since Wetland A and B will not be disturbed, a total of 9,9712 SF of the VECO area will be disturbed. The memo state that this is approximately 15.6% of the total VECO on site, however the VECO on that tax lot is actually 42,488 square feet, so it should be 23% of the VECO on that site. Despite the miscalculation, the total area still falls below 30%, and a Type III variance is not required.

As such, **this criterion is met.** Further clarification on this item is also provided by Marlee Boxler in Attachment 1 of the Staff Report.

- b. Notwithstanding the provisions of Chapter 6.1300, Type II Variance, of this Code, where necessary to avoid construction within the vegetation corridor and slope district, the following provisions are available for lots of record affected by the vegetation corridor and slope district:***
 - i. Setbacks may be reduced up to fifty percent (50%) from the underlying zoning district setback dimension where necessary to avoid construction on slopes of twenty-five percent (25%) or greater or within the required vegetation corridor, and otherwise meet the standards of this Chapter.***

FINDING: **Not applicable**

- ii. ***The maximum allowed height within the A-2 zoning district may be increased to forty-five (45) feet for apartment construction.***

FINDING: Not applicable

- iii. ***In order to retain the density allowed within the underlying residential zoning district, the minimum lot area may be reduced up to three thousand (3,000) square feet in area if:***
 - a) ***No buildable lot created is within the vegetation corridor and slope district.***
 - b) ***That portion of the original lot remaining within the vegetation corridor and slope district is platted as a separate lot and preserved as open space.***
 - c) ***Covenants, conditions, and restrictions are recorded for the maintenance of the open space lot created exclusively within the vegetation corridor and slope district as provided in this Section.***

FINDING: Not applicable

- iv. If more than fifty percent (50%) of the lot being developed, partitioned or subdivided is affected by the Vegetation Corridor and Slope District, then the minimum density standard of this Code does not apply.*

FINDING: Not applicable

3. The applicant shall provide mitigation to ensure that impacts to the functions and values of the vegetation corridor and integrity of the slope will be mitigated or restored to the extent practicable.

Option 2. The mitigation is calculated based on the size of the area disturbed within the Vegetation Corridor and Slope District. Native trees and shrubs are required to be planted at a rate of one (1) tree and five (5) shrubs for every one hundred (100) square feet of disturbance area. All fractions are rounded to the nearest whole number. Bare ground must be planted or seeded with native grasses or herbs.

FINDING: Per the VECO memo provided, FedEx will be choosing this option for mitigation. However, Sheet L3.0 Mitigation and Restoration Plan does not match what is in 16.0 VECO Compliance Memo and the restoration plant material schedule is missing 2 shrubs. Since this is a minor addition to the schedule, **this standard is conditionally met.**

4. The use satisfies all applicable standards of Chapters 4.500, Flood Management Area; 5.600, Erosion Control and Water Quality Standards; and 5.700, Stormwater Management, of this Code.

FINDING: The project does not have impact on the 100-year floodplain and comments regarding erosion control and stormwater management will be deferred to the Public Works Department, which is expected to provide testimony at the hearing. As such, the meeting of this criterion is **undetermined**.

5. All excavation over three feet in depth shall require submission of an engineering report addressing the hydrology, geology, and soils of the site as specified in this Chapter. The siting, engineering, erosion control, water quality, and enhancement or revegetation of the site shall comply with the standards of this Chapter. The applicant's engineering plans shall certify that runoff from the site will not increase above pre-development quantity and rate, and that visible and measurable erosion is prevented.

FINDING: No excavation over three feet in depth is proposed within the VECO. **As such, this standard is met.**

4.315.B. Addition or alteration of development in the vegetation corridor and on slopes of twenty-five percent (25%) and greater may be allowed provided that it meets the standards of Subsections (A)(1) – (3) of this Section, as applicable, and the following:

1. The addition or alteration is allowed in the underlying zoning district.

FINDING: The addition, warehouse and trucking is permitted in the General Industrial zoning district. As such **this criterion is met.**

2. The addition or alteration does not encroach closer to the protected water feature than the existing structures, roadways, driveways, or accessory uses and development.

FINDING: As provided in their memo, the proposed alternation in the vegetation corridor does not result in encroachment of Salmon Creek and Tributary A, instead, the mitigation and restoration it will provide additional functional benefits to the creek. **As such this criterion met.**

3. The addition or alteration satisfies the other applicable standards of this Chapter, and Chapters 5.600, Erosion Control and Water Quality Standards, and 5.700, Stormwater Management, of this Code.

FINDING: Comments regarding this standard are provided from the City of Troutdale's Public Works Department, which. **As such, this criterion is met.**

FINAL ORDER AND DECISION

FINAL ORDER

Based upon the foregoing Findings of Fact, the Troutdale Planning Commission **approves** the Variance and Site Development Review for Case File LU-0009-2020 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:

Taney Staffenson, Planning Commission Chair

Date

CONDITIONS OF APPROVAL

City of Troutdale Planning Division

1. Applicant shall be required to satisfy comments made by the review entities included in the corresponding staff report or shall work with Staff to reach an agreement between the parties
2. Applicant shall submit sign permit applications for future signs on site to the Planning Division
3. Applicant to contact the Building Division for any additional permits required such as Grading and Erosion Control
4. Applicant shall contact Oregon Department of State Lands for any state permits required as part of their work in the wetland
5. Update Sheet L3.0 Mitigation and restoration Plan to match the VECO compliance memo and reflect the mitigation requirement of 97 trees and 486 shrubs
6. Provide sheets in the provided landscaping plan which shows trees and shrubs on separate sheets
7. Vegetation Corridor mitigation and restoration plantings are required to be monitored annually for five years after planting to guarantee a minimum survival rate of 80%. Monitoring of the mitigation plantings is the ongoing responsibility of the property owner. Monitoring shall consist of the submission of color photographs of the mitigation plantings immediately following completion of the initial planting and then annually between September 1st and 21st for the next five years. Photographs shall be dated and a north arrow included on the photographs. The photographs shall be submitted to the Community Development Department with a cover letter that includes the name and contact information for the current property owner, the land use file number, and the address of the property. Plants that die within five years of the date of planting must be replaced in kind and of sufficient quantity to meet the minimum 80% coverage standard. [TDC 4.315.A.3.c.iv.]

City of Troutdale Public Works

1. The applicant's final Stormwater Management Report (SMR), submitted with the construction permit applications, shall clearly explain how space constraints cannot be overcome resulting in the proposed substitution of manufactured treatment for vegetated treatment.
2. The applicant shall prepare and submit and updated Stormwater Quality Operation and Maintenance (O&M) Plan for review and approval by Public Works prior to receiving a Certificate of Occupancy (or CofO equivalent).

Gresham Fire

1. Additional hydrant coverage may be required for truck parking area. Show on the building plans where the nearest existing and new hydrants are located. **OFC Appendix C and 507**
2. Each public or private fire hydrant used for fire flow for this property 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.
3. 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 roadway 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**
4. 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 including in the truck parking area. 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**
5. 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**
6. The turning radius for all emergency apparatus roads shall be: 28' inside and 48' outside radius. **OFC 503.2.4**

Multnomah County Drainage District – Associated Conditions

1. Any alterations or revisions considered necessary to the plan must be submitted prior to any approval being considered.
2. Applicant must receive approval from both MCDD and USACE. Building permits should not be issued until those conditions have been met.
3. Conditional approval of individual project elements will not be granted by MCDD or the USACE. Projects must be wholly approved before construction begins.
4. Applicant complete and satisfy all steps associated with the MCDD Tier 2 Development Review Process.
5. Prior to final approval, the applicant must provide SDIC with the requested access and maintenance easement, if required.

Multnomah County Transportation

1. Complete a traffic study using current traffic counts to determine what, if any, traffic mitigation is needed as a result of this proposal. Prior to commencement of the traffic study, please contact Multnomah County Engineer, Engineer, Rick Buen, at rick.buen@multco.us or (503) 988-3891 to determine the scope.
2. Provide an access that meet MCDCM standards or apply for a MCRR Variance.
3. Acquire a driveway permit for the site's access onto NW Sundial Rd prior to building permit sign-off.
4. Dedicate five feet of right of way along the site's NW Sundial Rd frontage to Multnomah County for road purposes.
5. Dedicate 5 feet for slope, utility, drainage, sidewalk, landscape, traffic control device easement.
6. Offsite improvements may be required including the installation of a traffic signal at the NW Sundial Rd/NW Swigert Way intersection.
7. Provide stormwater certificate for County review prior to building permit sign-off.



CITY OF TROUTDALE

Community Development Department

Date: April 29, 2020
From: Chris Damgen, Community Development Director
To: Troutdale Planning Commission

Subject: **Introduction of Main Streets on Halsey Code Audit Project**

The Main Streets on Halsey project has been a multi-year effort between the cities of Troutdale, Wood Village, and Fairview to work on improving the Halsey Street corridor and increasing development opportunity and economic viability. In 2017, the cities finalized the Main Streets on Halsey plan, which presented a roadmap for future planning projects that were designed to execute the vision that was established in the plan.

Since that time, three separate planning efforts have been established, with two having been completed. The third effort is a site readiness and code audit project that received grant funding from Metro. This project's scope is to highlight four separate opportunity sites along the corridor to understand the development potential and obstacles of each site. Tied with this analysis, the hired consultants are also researching certain zoning districts in each city to determine if there are obstacles within development regulations that may prevent future growth possibilities.

Staff will have a slide show with additional information. Planning Commissioners can expect to have a future meeting with the consultant group and likely with the planning commissions of Fairview and Wood Village to learn more about the project and to have a discussion on what (if any) regulatory changes should be considered in the spirit of improving the Halsey corridor

Please contact me if you have any questions or concerns about this matter.



CITY OF TROUTDALE

Community Development Department

Date: April 29, 2020
From: Chris Damgen, Community Development Director
To: Troutdale Planning Commission

Subject: TDC Update regarding Storage Use for Light Industrial (LI) Zoning District

Staff is preparing a text amendment application for Planning Commission and City Council with regards to allowing for storage facilities as a primary land use for properties that are in the Light Industrial (LI) zoning district. The purpose of the discussion for this meeting is to help staff craft an application and develop proposed findings that are best aligned to address concerns that could be raised by introducing this use to this zoning district.

Staff will put together a brief slide show that will discuss the history of how storage has been regulated in Troutdale and some potential ideas for consideration based on how other communities may regulate this use. The specific items and questions that are expected to be covered are as followed:

- Defining "storage" (or "storage facility") as a use
 - Differentiating between storage as a primary use versus a secondary or ancillary use for a business operation that has another type of use associated
 - Differentiating between a self-storage or mini-storage use or other types of storage facility
- Reviewing types of storage methods
 - Typical "fortress style" mini-storage facilities
 - Indoor and multi-story storage facilities
 - Open yard storage
 - Containers / shipping containers
- Storage as a permitted use or conditional use (if desire to allow it)
 - If a permitted use, should there be specific design standards attached

If there are other items you would like to discuss, please be prepared to share them at the meeting. From this feedback, Staff will have a better handle on preparing an application for consideration, which will likely occur in June.

Please contact me if you have any questions or concerns about this matter.