



CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

AGENDA

TROUTDALE PLANNING COMMISSION REGULAR MEETING

Troutdale City Hall Council Chambers
219 E. Historic Columbia River Hwy. (lower level, rear entrance)
Troutdale, Oregon 97060

Wednesday, June 17, 2015
7:00 p.m.

1. ROLL CALL/PLEDGE OF ALLEGIANCE
2. CITIZEN COMMUNICATION – NON-AGENDA ITEMS
3. HEARING PROCEDURE
Tanney Staffenson, Planning Commission Chair
4. PUBLIC HEARING TYPE III
QUASI-JUDICIAL PROCEDURE
Case File No. 15-022 ARCHERY WORLD
Conditional Use Permit
5. NEW BUSINESS - None
6. OLD BUSINESS - None
7. WORK SESSION (if needed)
8. DEPARTMENT REPORTS
9. COMMISSION INITIATIVES AND CONCERNS
10. NEXT MEETING – June 24, 2015 Work Session – Dev. Code
11. ADJOURN

This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made in writing at least 48 hours prior to the meeting to Elizabeth Walstead, 503-674-7228, or by email at liz.walstead@troutdaleoregon.gov

Procedure for Quasi-Judicial Land Use Hearings

Quasi-judicial public hearings are held in accordance with Oregon law and procedures contained in the Troutdale Development Code. The hearing proceeds as follows:

1. Staff Presentation
 - City staff presents their report which includes applicable criteria and standards for the matter under consideration in the land use application.
 - All testimony and evidence should be directed toward these criteria.
 - If you believe that other criteria in the Comprehensive Plan, Development Code, or other city land use regulations apply, you must identify these criteria and explain why they apply to the decision.
2. Public Testimony
 - The Planning Commission accepts public testimony relating to the application.
 - The applicant is allowed to speak first, followed by proponents, then by opponents, and then by any parties neutral to the application.
 - An opportunity will be provided to anyone testifying to clarify any issues raised.
3. Raising Issues
 - All issues raised by a participant during the public hearing must be sufficiently clear and specific to allow the Planning Commission and other parties an opportunity to respond to those issues.
 - Failure to raise an issue during this public hearing may invalidate a future appeal based on that issue.
4. Requesting Additional Time
 - Prior to closing of the public hearing, any participant may request an opportunity to present additional evidence or testimony regarding the application.
 - The Planning Commission must grant the request either by continuing the public hearing to a future date, or by leaving the record open for at least seven days to admit only that specific additional written evidence or testimony.
 - If the record is left open for the additional written evidence or testimony, any participant may file a written request for an opportunity to respond to new evidence submitted during the period the record was left open.
 - If such a request is filed, the Planning Commission shall reopen the record to allow any person to raise new issues which relate to the new evidence, testimony, or criteria for decision-making.



**CITY OF TROUTDALE
PUBLIC HEARING
Before the TROUTDALE PLANNING COMMISSION**

**TYPE III PROCEDURE
CONDITIONAL USE PERMIT**

FILE NO. 15-022 Tenant Improvement for a Commercial sports facility in Industrial Flex Space – Archery Range

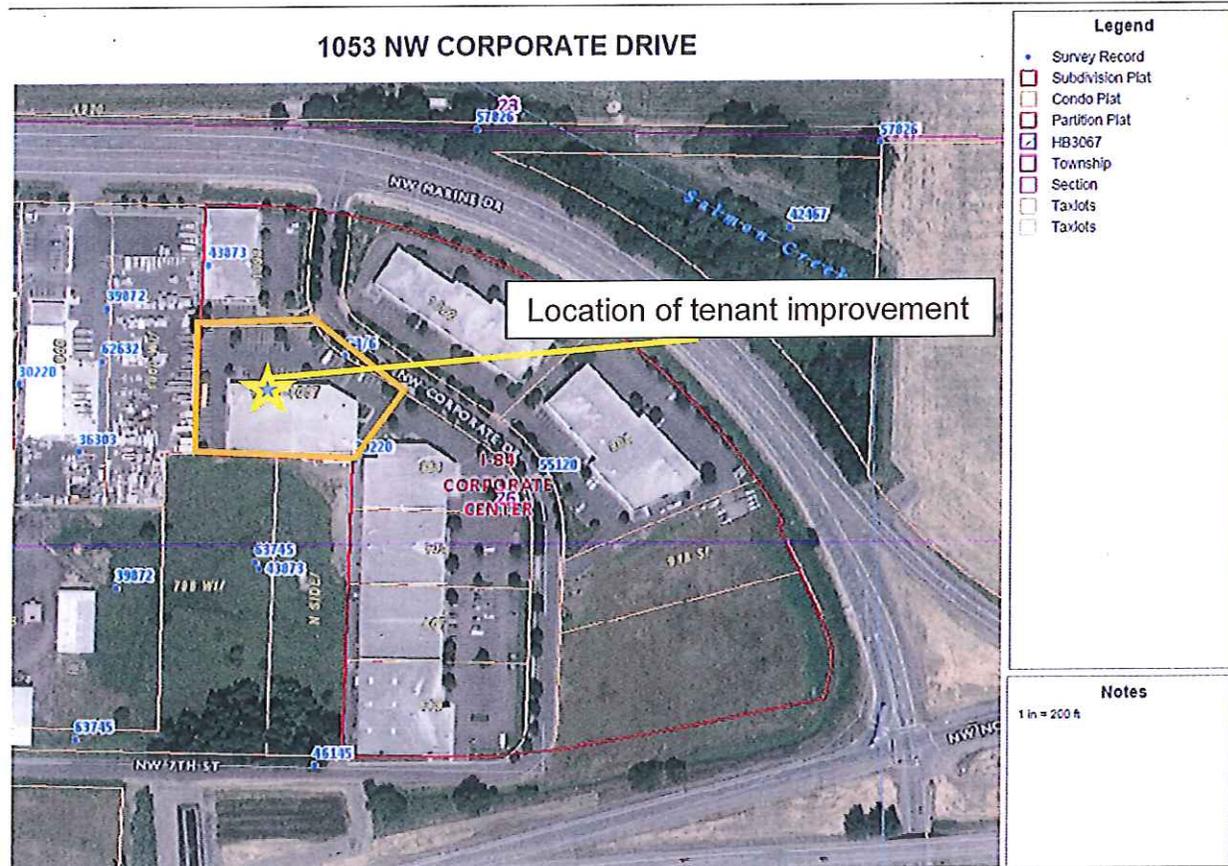
STAFF REPORT

Applicant	Joseph Mallicoat
Property Owner	Troutdale Property, LLC
Proposal	Proposed tenant improvement in industrial flex space for an archery range, office space, equipment storage, and bow work and repair area in the GI District.
Location	1053 NW Corporate Drive (Lot 11 of I-84 Corporate Center)
Site Size	1.4 Acres
Tax Map & Tax Lot	1N3E26A-01311
Plan Designation	Industrial
Zoning District	General Industrial
Zoning Overlay(s)	Airport Landing Field, Special Flood Hazard Area, VECO (wetlands)

APPLICABLE CRITERIA (Chapters in light gray do not apply to development proposal.)

- Troutdale Development Code (TDC): 1.000 Introductory Provision; 2.000 Procedures for Decision Making; 3.170 General Industrial; 4.100 Airport Landing Field; 4.300 Vegetation Corridor and Slope District; 4.600 Flood Hazard Management Area; 5.600 Erosion Control and Water Quality; 5.800 Stormwater Management; 9.000 Off-Street Parking and Loading; 10.000 Signs
- Troutdale Municipal Code Outdoor Lighting
- *Construction Standards for Public Works Facilities*
- Building and Fire Codes
- Multnomah County Transportation / Road Rules

VICINITY MAP



This map is provided for informational purposes only. Information used to develop this map has been obtained from many sources, and is not guaranteed to be accurate. Multnomah County assumes no responsibility for the accuracy of information appearing on this map.

Scale: 1: 2,400
Printed: 4/8/2015

PROCEDURE

The requested use is listed as a conditional use under the General Industrial district:

TDC 3.173 Conditional Uses. The following uses and their accessory uses are permitted as conditional uses within a GI district:

H. Commercial sports complexes including, but not limited to, health clubs, tennis courts, aquatic centers, skating rinks, and similar facilities.

The application was submitted on May 7, 2015 and deemed complete on May 21, 2015. Tenant improvements (interior remodels) do not require concurrent site and design review. Affected agencies and property owners within 250 feet of the site of the subject tenant improvement were notified and invited to comment on the proposal on May 21, 2015.

AGENCY COMMENTS

Request for comments on the proposed tenant improvement was sent to the following agencies:

- Planning
- Building
- Public Works
- Gresham Fire
- Multnomah County Transportation
- Sandy Drainage Improvement Company
- ODOT Planning
- Port of Portland
- Department of Aviation

Comments from Building, Public Works, and Gresham Fire were received and are attached to this report. Gresham Fire’s comments are from the pre-application conference held in April. The Department of Aviation and the Port of Portland responded with no comment.

PUBLIC COMMENTS

As of June 10, 2015, no comments from neighboring property owners were received.

ATTACHMENTS

1. Building Comments – 5/26/2015
2. Public Works Comments – 5/29/2015
3. Gresham Fire Comments – 4/13/2015
4. Applicant Narrative – 5/7/2015

CONDITIONAL USE CRITERIA

Listed below are the criteria upon which the Planning Commission reviews the applicant’s responses and bases a decision. Staff findings are bulleted below each criterion.

CRITERION A. THE USE IS LISTED AS A CONDITIONAL USE IN THE UNDERLYING DISTRICT, OR APPROVED BY THE PLANNING COMMISSION FOR CONSIDERATION AS A CONDITIONAL USE.

- The proposed use for an archery range with office, showroom space and a repair shop is most similar to a commercial sports complex, which is a conditional use in the G1 zoning district.

TDC 3.173 Conditional Uses. The following uses and their accessory uses are permitted as conditional uses within a GI district:

H. Commercial sports complexes including, but not limited to, health clubs, tennis courts, aquatic centers, skating rinks, and similar facilities.

CRITERION B. THE CHARACTERISTICS OF THE SITE ARE SUITABLE FOR THE PROPOSED USE CONSIDERING SIZE, SHAPE, LOCATION, TOPOGRAPHY, EXISTENCE OF IMPROVEMENTS, AND NATURAL FEATURES.

- The characteristics of this site are suitable for the archery range use as the site is already fully improved with an industrial flex-space building, off-street parking, and landscaping. Only tenant improvements are necessary. Building improvements are evaluated for compliance with applicable building and fire codes under the building permit for the tenant improvements that is required.
- The applicant desires new wall signage and concurrently submitted a separate Type I sign permit on May 7, 2015.

CRITERION C. THE PROPOSED USE OF THE SITE IS TIMELY, CONSIDERING THE ADEQUACY OF TRANSPORTATION SYSTEMS, PUBLIC FACILITIES, AND SERVICES EXISTING OR PLANNED FOR THE AREA AFFECTED BY THE USE.

- The applicant proposes to facilitate archery classes and archery league events. Upon staff's recommendation at the pre-application conference, the applicant provided the hours of operation, the number of employees, the times and dates of archery classes, and the times and dates of expected archery league events. Applicant information included expected number of participants in classes and league events (see Attachment #4).
- The specific off-street parking space ratios for sports clubs and recreation facilities, such as Archery World is established in TDC Chapter 9 Off Street Parking and Loading Requirements and is based upon the square footage of the building:

TDC 9.020 Commercial Off-Street Parking Space Requirements. The minimum and maximum off-street parking space requirements are as follows:

Type of Use	Minimum	Maximum
Sports club/recreation facilities, including health club, gymnasium, skating rink, or dance hall	4.3 spaces per 1,000 square feet of gross floor area	6.5 spaces per 1,000 square feet of gross floor area

- The tenant space is a total of 5,420 square feet for the archery range use. According to the standard, at least 23 parking spaces must be available. There are approximately 55 spaces (with 2 ADA spaces) available in the parking lot within Lot 11 of the I-84 Corporate Center; however, the parking lot is also connected to parking lots that serve industrial flex space buildings in Lot 12 to the north and Lots 9 and 10 to the south.
- The applicant narrative (Attachment #4) indicates that the activity pattern of the archery range is concentrated during the noon hour and between 5:00pm and 7:00pm on weekdays, and noon to 3:00pm on weekends. Existing businesses adjacent and nearby the proposed archery range generally operate between the hours of 8:00am to 5:00pm.
- The proposed use does not appear to conflict with nearby existing uses and there are adequate existing transportation systems and parking facilities in place. The criterion is met.

Increase in Trip generation

Because traffic to and from this site uses NW Marine Drive, a County Road, which merges into the I-84 Frontage Road couplet system, Multnomah County Transportation and ODOT were invited to comment on the proposed use. No comments requesting additional trip generation information other than what has been provided by the applicant were received from either agency as of June 10, 2015.

CRITERION D. THE PROPOSED USE WILL NOT ALTER THE CHARACTER OF THE SURROUNDING AREA IN A MANNER WHICH SUBSTANTIALLY LIMITS, IMPAIRS, OR PRECLUDES THE USE OF SURROUNDING PROPERTIES FOR THE PRIMARY USES LISTED IN THE UNDERLYING DISTRICT.

CRITERION E. THE PROPOSED USE WILL PROVIDE ADEQUATE OPEN SPACE, LANDSCAPING, AND AESTHETIC DESIGN TO MITIGATE ANY POSSIBLE ADVERSE EFFECT ON SURROUNDING PROPERTIES AND USES.

CRITERION F. THE PROPOSED USE WILL NOT RESULT IN USE OF THE LAND FOR ANY PURPOSE WHICH MAY CREATE, OR CAUSE TO BE CREATED, ANY PUBLIC NUISANCE INCLUDING, BUT NOT LIMITED TO, AIR, LAND, OR WATER DEGRADATION, NOISE, GLARE, HEAT, VIBRATION, OR OTHER CONSIDERATIONS WHICH MAY BE INJURIOUS TO PUBLIC HEALTH, SAFETY, AND WELFARE.

Staff has combined evaluation of criteria D, E and F due to their similarity:

- The proposed use is a tenant improvement and all activities are proposed to take place within the industrial flex space.
- Other permitted uses are still able to locate in this industrial park without specific limitation.
- There are no known adverse effects on surrounding properties arising from the authorization of an indoor archery range.
- The requested conditional use does not require new construction, only interior tenant improvements in the existing structure.
- The use does not create environmental impacts that might be more typical of primary or secondary industrial manufacturing processes.
- Embodied in criteria D, E and F, are standards that pertain to fire, life and safety and water quality. Please refer to comments from Gresham Fire, the Building Official, and Public Works for any additional requirements that might address this criteria.

CRITERION G. THE PROPOSAL SATISFIES THE GOALS AND POLICIES OF THE COMPREHENSIVE LAND USE PLAN WHICH APPLY TO THE PROPOSED USE, AS WELL AS THE PURPOSES OF THIS SECTION AND APPLICABLE PROVISIONS OF THIS CODE.

- Based upon the nature of this conditional use request, of the specific Goals and Policies of the Comprehensive Land Use Plan identified by the applicant that apply are those of Goal 2 Land Use, Goal 9 Economy and Goal 12 Transportation. In addition, Goal 1 Citizen Involvement applies. By submitting a complete application that addressed all relevant provisions of the Development Code, the applicant has met this criterion.

CRITERION H. OWNERS OF PROPERTY WITHIN 250 FEET OF THE BOUNDARY OF THE SUBJECT PROPERTY HAVE BEEN NOTIFIED OF THE HEARING.

- As explained under the **Procedure** section of this report, property owners within 250 feet of the boundary of the subject property were notified of the public hearing for this proposal.

STAFF RECOMMENDATION

Staff has evaluated the conditional use permit application for a tenant improvement in an industrial flex space for an archery range, office space, equipment storage, and bow work and repair area in the GI District and recommends the Planning Commission approve the application subject to the conditions identified in the Final Order.

**BUILDING DEPARTMENT
CITY OF TROUTDALE**

ATTACHMENT 1

26 MAY 15

MEMORANDUM FOR MARK MCCAFFERY, CITY PLANNER

FROM: Stephen Winstead,
Building Official, Flood Plain Manager

SUBJECT: Response to request for comments on 15-022 Tenant Improvement for a commercial sports facility in industrial flex space - archery range.

References: (a) Oregon Structural Specialty Code (2014) based on the 2012 IBC.

1. Permits are required for this project in accordance with Section 105.1 of Reference (a).
2. The submittal package consists of drawings from CIDA Inc., Architects dated 28JUL98. When applying for a permit, new construction documents must be prepared.
3. The archery area will be considered Assembly Group A-3 occupancy. Depending on the occupant load determined, if it is less than 50 it can be considered a Group B occupancy.
4. The submittal package indicates a single restroom facility. Separate facilities are not required when the occupant load is 15 or less. It is probable that a second facility will be required based on occupant load.
5. The tenant improvements will require removal of architectural barriers. This will need to be addressed at the time of permit application submittal.

Stephen Winstead
Building Official
City of Troutdale

copy to: John Morgan, Planning Director
Craig Ward, City Manager

Date: June 10, 2015

To: Mark McCaffery, Planner

CC: File
Steve Gaschler, Public Works Director
David Schaffer, Water & Streets Superintendent
Mike Sorensen, Wastewater Superintendent
Amy Pepper, Civil Engineer
John Bushard, Civil Engineer

From: Travis Hultin, Chief Engineer

RE: Type III Conditional Use Permit Review, Archery World (File No. 15-022)

The Public Works Department has reviewed the Type III Conditional Use Permit submittal for Archery World. 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 City of Troutdale Public Works Department may review plans, in detail, when they are submitted for building permits 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. There are no extraordinary impacts related to Public Works systems or programs related to this application. It is the opinion of the Public Works Department that the proposed archery range conditional use 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. No changes to water/sewer service connections to the property are proposed. There are no Public Works requirements associated with water/sewer service apparent from the submitted land use application materials.
4. The use and occupied space will be reviewed for compliance with current cross-connection prevention (aka backflow prevention) requirements at the time of building

permit application review. Upgrades of cross-connection controls will be required if any deficiencies are identified.

5. All commercial/industrial applicants are required to submit an Industrial User Wastewater Survey (available from the permit counter and website) with building permit applications. Review of the IUWS may reveal additional requirements related to sanitary sewer pretreatment at that time.
6. There are no extraordinary transportation impacts on City streets apparent based on the materials submitted, and therefore no City street improvements are required. The I-84 Corporate Center is directly served by Marine Drive, a County road, and the County will determine if this application results in any impact and associated mitigation on the County road system.
7. All work associated with this application is interior to the existing building. The property has an existing stormwater management system. No new or redeveloped impervious area is proposed. Therefore, a Stormwater Management Report is not required and no storm water quality improvements will be required.
8. All work associated with this application is interior to the existing building. Therefore, an erosion control plan and erosion control measures will not be required.
9. The applicant will be required to prepare and submit a System Development Charge Worksheet/Agreement at least two weeks prior to obtaining building permits, and pay applicable incremental SDC's (if any) prior to permit issuance. The application requests and SDC estimate prior to submittal. The City does not provide SDC estimates, but does provide the SDC worksheet for the applicant to generate its own estimates. The worksheet is available from Public Works, the Permit Counter and the on the City's website.

The application also asks for guidance with respect to categorizing this development with respect to sanitary sewer and transportation SDC's. The applicant can contact John Bushard, Civil Engineer, in Troutdale Public Works (503.674.7240) for guidance.

Proposed Conditions

None

Troutdale File # P2015-002

FROM: Robert Mottice (robert.mottice@GreshamOregon.gov)

DATE: 4-13-2014

FIRE COMMENTS:

NOTE: Comments are based on what applicant submitted 4-6-2015 plan date.

1. Temporary addresses of 6" shall be provided at EACH construction entrance prior to ANY construction materials arriving on site.
2. The turning radius for all emergency apparatus roads shall be: 28' inside and 48' outside radius. *OFC 503.2.4*
3. No Parking Fire Lane signage or curb marking will be required. Fire access roads 20' – 26' wide require the marking on both sides. Indicate on the building permit plans. I can email you our policy. *OFC D 103.6*
4. If a gate is installed on a fire access road, it must meet the requirements of the Gresham Fire Gate Policy. This policy can be faxed to you if requested. *OFC 506.1*
5. 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.
 - *For private (on site) fire hydrants the connectors will be inspected under permit by Gresham Fire. OFC 507 § NFPA 24-7.1.3*
6. Fire sprinkler system may have to modify depending on what happens inside the space. Permits would be required to make those changes, *OFC 105*
7. The existing fire alarm system may need to be extended throughout the existing space depending the Occupancy Classification that the Building Official determines.
8. Will be a change of Occupancy – Possible B/ A3 depending on how the events will be handled.. *OSSC 2014.*
9. Shall have a minimum 2A 10 B:C fire extinguisher(s) every 75 feet of travel through-out the space would need to see a better building plan to give specific

information on the best locations. Extinguishers would need to comply *OFC 906.1/NFPA 10*

10. The Exiting and egress shall comply with OFC and OSSC. *OFC 1003.1*

11. Occupant loading shall be in compliance with OFC section 1004. *OFC 1004.1*



CITY OF TROUTDALE
COMMUNITY DEVELOPMENT DEPARTMENT
2200 SW 18TH Way, Troutdale, OR 97060-2099
Phone (503) 665-5175 Fax (503) 667-0524

RECEIVED

MAY 07 2015

City of Troutdale
Community Development Dept.

File No. 15-022
Date Rec'd: 5-7-15
Fee Paid: \$ 1,000.00
Receipt #: CD 93124

LAND USE APPLICATION

PROCEDURE TYPE (office use): I II III IV
PERMIT TYPE (office use):

Please print or type the information below

Project Name: Archery World Troutdale Location
Location or Address: 1053 N.W. Corporate Drive
Tax Map & Tax Lot Numbers: R
Zoning: GI Overlay Zoning: ALF/SE/HAJ Plan Designation: INDUSTRIAL
Site Acres: 1.4 ACRES Site Footage of the Lot: 5420 SF - TENANT SPACE
Request: PROPOSED TENANT IMPROVEMENT IN INDUSTRIAL FLEX SPACE FOR AN ARCHERY RANGE, OFFICE SPACE, EQUIPMENT STORAGE, BOW WORK AND REPAIR AREA

NAME OF APPLICANT (If signed by Agent, owner's written authorization must be attached)

NAME OR OWNER(S) (If more than one owner, attach a separate sheet.)

Name: JOSEPH MALLICOT
Signature: Joseph J Mallicot
Date: 4-26-15

Name: TROUTDALE PROPERTY, LLC
Signature: David B...
Date: 4/27/15

Address: 803 GRAND BLVD
City: VANCOUVER State: WA
Zip: 98061 Phone: 360-666-0286
Fax: N/A

Address: P.O. Box 23025
City: PORTLAND State: OR
Zip: 97201 Phone: 503-380-0261
Fax:

Email: JOE.AREHER1999@yahoo.com

Email: davidb@icwincdevelopment.com

Archery World

Owner : Joseph Mallicoat

Proposal : Tenant Improvement – 2nd Facility

Type : Archery Range and Pro Shop

Address : 1053 NW Corporate Drive Troutdale, Oregon

Archery World has a thriving business located in Vancouver, Washington. Joseph Mallicoat has owned the business for 16 years. Business tracking and records indicate that 15 to 20 percent of the company business comes from the citizens of Gresham, Troutdale, Fairview, and Wood Village. Archery World at present has outgrown the customer demand and available space at our present location. To ease the existing customer levels and space demands we are looking to open a second facility in east Multnomah County.

Archery World is proposing to utilize the tenant space as a private archery range that is open to the public. Primary uses will be archery practice, competitions, lessons, leagues, bow repair and service, custom bow string fabrication, arrow construction, and a small showroom / retail area. The proposed use will be open seven days a week. The standard operating days and hours of operation for the archery range and pro shop are proposed to be:

Monday thru Thursday – 10:00 am to 7:00 pm

Friday – 10:00 am to 6:00 pm

Saturday – 10:00 am to 5:00 pm

Sunday – 12:00 pm to 5:00 pm.

Archery World's existing facility offers archery classes and leagues on weeknight and weekends. All week night leagues starts at 7:00 pm, some of the classes start at 5:30 pm. All weekday evening archery classes at the Troutdale facility will start at 6:30 pm. This time changes to the class schedule is being made to remove trips from the afternoon peak hours of 4:00 to 6:00 pm. This will reduce the facilities peak hour impacts to traffic at the intersection of NW Marine Drive and NW Corporate Drive.

The proposed shop areas and percentages are listed below.

Total Shop Area – 5,420 sq.ft. (100%)

Archery Range – 4,231 sq.ft. (78 %)

Office Space – 75 sq.ft. (1.4 %)

Equipment & Storage 250 sq.ft (4.6 %)

Showroom Area – 364 sq.ft (6.7 %)

Bow Maintenance & Repair Area – 350 sq.ft (6.5%)

Stairs and Bathroom 150 sq.ft. (2.8 %)

Typical Staff Count – Working at the Facility – 4 personnel per day – numbers vary during the day

Within the property lines Lot 11 which is on the proposed development site there are 40 parking spaces. There are 2 ADA spaces that are located on the building frontage which are available for use by Archery Worlds customers. Based on existing parking space usage at the proposed development site, there are 30 unused spaces available at any particular time within the property. There are additional spots available for weekend events on the adjacent Phases of the I-84 Corporate Center. The off-street parking provisions of Section 9.020 of the Development Code states that the proposed Archery Range will need a minimum of 23 and a maximum of 35 spaces for our use. This requirement is met by the existing parking lot count at the site.

Archery World has been looking for a location that would meet the size and zoning requirements for an archery range and pro shop in the Troutdale and Fairview area. Spaces that meet all of the specific criteria have been difficult to find. Locating a second facility in Troutdale will provide a sporting facility and service shop that will meet the needs of our existing customer base, reduce the demand and space crunch on our existing facility, and increase our business by reducing travel time and increasing ease of access for approximately 20% of our customers. The proposed tenant space is currently being utilized as a light machine shop. The tenant space has a single unisex bathroom, a roll-up door access door, and a single door entrance to the space. We intend to leave the bathroom facility as is with no changes. The existing restroom facility and access points meet the ADA requirements. No changes are proposed to be made to the bathroom or entrance to the tenant space.

Archery World's Vancouver facility provides 20 and 30 yard archery ranges that are open to the public. We have a full service pro shop that provides bow maintenance and repair, custom bow modifications and adjustments, and other varied work on compound and traditional bows. A significant portion of our business is the manufacturing of custom bow string and cable systems for all types of bows. We intend to offer these same services in the Troutdale shop.

The Vancouver facility hosts local archery competitions, leagues, and classes. These provide a service to the area and our customers that enhances the community and offers addition options for families and individuals to participate in healthy recreational activities. Archery World staff, Pro Staff, and Shooters stay active and involved in community events and activities. The shop staff and pro shooting team members put on outdoor ranges for a variety of events, including Boy Scouts, Vancouver's Get Outdoor Days, and La Center's "Our Days" event. We have also put on multiple charity shoots, and other events to benefit the local community and national charities.

Troutdale Development Code Section 6.340, Conditional Use Approval Criteria

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

The proposed archery range falls within the category of Conditional Uses allowed under Section 3.173.J, "Commercial sports complexes including, but not limited to, health clubs, tennis courts, aquatic centers, skating rinks, and similar facilities." The facility will provide Troutdale and East County residents a community-focused indoor sporting facility specializing in archery, for year-round use. This criterion is met.

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

The site characteristics are suitable for this type of proposed use. The particular tenant space is laid out in such a manner that the upstairs office area will be utilized as equipment storage and one desk as office space. The existing single bathroom, access points, sprinkling, and overall size allow installation of a 25-yard archery range with the backstops placed against the reinforced concrete back wall. All public facility, parking, access point, and public services were addressed at the time of building development. No changes to the site or the building exterior (other than mounting a sign under a separate permit request) are proposed. Parking spaces for this part of the I-84 Corporate Center, which are shared among the lease space tenants, provide sufficient parking to meet the needs, particularly since the proposed recreational use has a time-of-day activity pattern that complements, rather than conflicts with, the needs of other tenants (primarily for daytime employee parking). For the above reasons, this criterion is met.

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

The I-84 Corporate Center industrial park is already served by existing transportation system, public facilities, and services that have been improved to meet applicable standards. All public and private facilities, parking, landscaping and other appurtenances were constructed with the original shell building development. No changes are proposed to be made at this time. The only improvements proposed are internal tenant improvements.

The Applicant has reviewed their existing traffic activities at their Vancouver, Washington facility. Based on their analysis they have moved all class scheduling outside of the pm peak hour times of 4:00 pm to 6:00 pm to ensure that the trips during the high demand hours will not exceed the capacities of the transportation and public facilities systems serving the site. This criterion is met.

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

The proposed tenant use as an indoor archery range will not alter the character of the surrounding area. There are several other sport uses in the complexes on NW Corporate Drive, including a Cross Fit Gym, an indoor soccer facility, and a gymnastics training facility. The proposed use will blend in seamlessly with the existing sporting uses in the surrounding area. Neither the proposed use nor access and circulation for its staff and participants will interfere with other existing or new uses in the area. This criterion is met.

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

The site's existing open space, landscaping, and aesthetic design were constructed to meet the City of Troutdale Code at the time of shell building construction. No external changes are proposed for the new tenant use. The building aesthetics, including materials, finishes and glazing, are proposed to remain as originally constructed. The applicant intends to submit a separate application for a sign permit to install a single external wall sign. The sign will comply with the City of Troutdale Sign Code Section 10.065 Commercial Industrial Signs per section 3. Wall Signs, Subsections A thru E. Because no outdoor activities are proposed, this proposal will have no effect on the previously approved site plan, landscaping and aesthetics; therefore, this criterion is not applicable.

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

No public nuisances will be created by the proposed tenant use. Archery is a community and family based sport with camaraderie and community events being the main focus. Hours of operation and peak customer activity fall during off-peak hours for other businesses. No outdoor activities or external changes to the building, lighting, or parking are proposed. No additional noise, lighting glare, or other local disturbances are proposed to occur due to the new use. This criterion is met.

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

The Comprehensive Land Use Plan is satisfied by the proposed new archery range. The proposed use falls within the categorical definition of a Commercial Sports Complex under Section 3.173.J Commercial Sports Complexes under the General Industrial chapter of the City of Troutdale Development Code. Because the Development Code implements the goals, policies and objectives of the Comprehensive Plan, the above findings demonstrating compliance with zoning regulations are sufficient also with respect to Comprehensive Plan policies.

The off-street parking provisions of Section 9.020 of the Development Code also apply. "Sports club/recreation facilities, including health club, gymnasium, skating rink, or dance hall" is the closest corresponding category with respect to the proposed Archery range business. The minimum parking requirement is 4.3 spaces per 1,000 square feet (ksf) of gross floor area, and the maximum ratio is 6.5 per ksf.

Based on proposed tenant lease space of 5,420 square feet, between 23 and 35 parking spaces are required to meet Code provisions. The Applicant has presented evidence to demonstrate that a sufficient number of parking spaces is available at the site. Although the spaces are shared among the tenants of the multiple lease spaces, the overall count of 55 spaces (two of which meet ADA requirements) can meet the parking needs of the users – particularly since the activity pattern of the proposed archery range produces parking demand that complements, rather than conflicts with, the parking pattern associated with the other, primarily industrial, tenants (i.e., 8 to 5 on weekdays). Specifically, the archery range's activity periods are concentrated during the noon hour and between 5:00 and 7:00 p.m. on weekdays, and noon to 3:00 p.m. on weekends. For the above reasons, this criterion is met.

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

The applicant has obtained from Lawyers Title Company of Oregon a map and list of owners of property within 250 feet of the Subject Property. Two sets of mailing labels based on that data set have been included with the application package. This requirement is met.

SUMMARY

The Applicant has submitted substantial evidence demonstrating compliance with all applicable approval criteria, and respectfully request approval of the requested Conditional Use Permit.

Fire Concerns

Notes and responses are based on the numerically noted comments from the Fire Department in the Pre-application comments from file P2015-02 – See attached original construction sheets for specific information relating to these items.

1. No construction is proposed at the site or within the tenant improvement area. No structural changes are proposed inside the tenant space. As such no construction entrance signs should be needed.
2. Original construction sheets for the Phase III parking area have been provided that show the turning radius both inside and outside available at the site. The site was constructed to the applicable standards at the time of original construction.
3. The fire lanes at the site are bordered by parking spaces and were constructed to the Fire Code at the time of original development. No painting of fire lane curbs or signage should be needed.
4. No fire access roads exist at the site, as such no gates are proposed to be installed.
5. The existing fire hydrant closest to the tenant space doorway (75 feet) has a 5-inch Storz adapter is attached to the hydrant barrel.
6. The tenant space has existing fire sprinklers. No changes are proposed to the sprinklers at this time. The tenant space will not be installing a roof / lid in the tenant space. The existing fire alarm has not been verified at this time. This will occur at the time of building permit.

7. This is change of occupancy for the tenant space.
8. The archery range, pro shop, and showroom all fit into an A3 Building category, while the upper storage / office space appears to best fit a B occupancy.
9. An appropriate number of 2A 10 B:C fire extinguishers will be placed in the tenant space per Fire Code. They will be spaced at a distance no greater than 75 feet apart along the travel spaces within the building.

Public Facilities

Water / Sanitary Sewer

Water Fixtures - No changes are proposed to be made to the sites existing water fixtures. No additional Water fixtures will be needed. No impacts to the existing domestic water meter, irrigation Meter or sanitary sewer uses are expected.

Streets / Transportation

The existing street frontage on NW Commercial Drive was constructed to the public facilities standard at the time of Phase 1 of the I-84 Corporate Center. No changes to the public frontage improvements are proposed for this tenant improvement.

Storm Wwater

All work proposed for the tenant improvement will be internal to the existing tenant space. No external changes to the impervious or other surfaces is proposed.

Erosion Control

All work proposed for the tenant improvement will be internal to the existing tenant space. No external changes to the impervious or other surfaces is proposed.

System Development Charges

A preliminary SDC worksheet / agreement has been prepared. The applicant would like to ask if there is an opportunity to have a preliminary estimate run by the City of Troutdale to determine what the expected SDC costs will be for the tenant improvement.

Transportation SDC

The prior uses appear to have been an auto part sales facility and a light industrial machine shop. Both uses appear to fit within the one of the following categories

ITE 110 General Industrial

ITE 130 Industrial Park

The proposed use falls within the General Industrial commercial zoning category of the City of Troutdale code. The development team would like to know if this use will fall under the General Industrial classification of the ITE Manual or if the City of Troutdale will be using a different category for the Archery Range. After review of the ITE manual it does not appear that there is an exact category that matches an Archery Range use.

Storm Water SDC

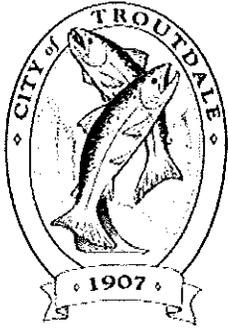
No changes are proposed to be made to the sites impervious areas. No Storm Water SDC is expected at this time.

Sanitary SDC

No changes are proposed to be made to the sites water fixtures. The proposed tenant improvement will not be increasing total maximum water demand at the meter per standard demand calculations. The development team would like to obtain information on the specific methods for calculating the sewer SDC.

Water SDC

No changes are proposed to be made to the existing water fixtures within the tenant space. No Water SDC is expected at this time.



**CITY OF TROUTDALE
PLANNING COMMISSION
TYPE III CONDITIONAL USE PERMIT**

**FINDINGS OF FACT, FINAL ORDER and
CONDITIONS OF APPROVAL**

**FILE NO. 15-022 Tenant Improvement for a Commercial sports facility
in Industrial Flex Space – Archery Range**

**REPORT DATE: June 10, 2015
HEARING DATE: June 17, 2015**

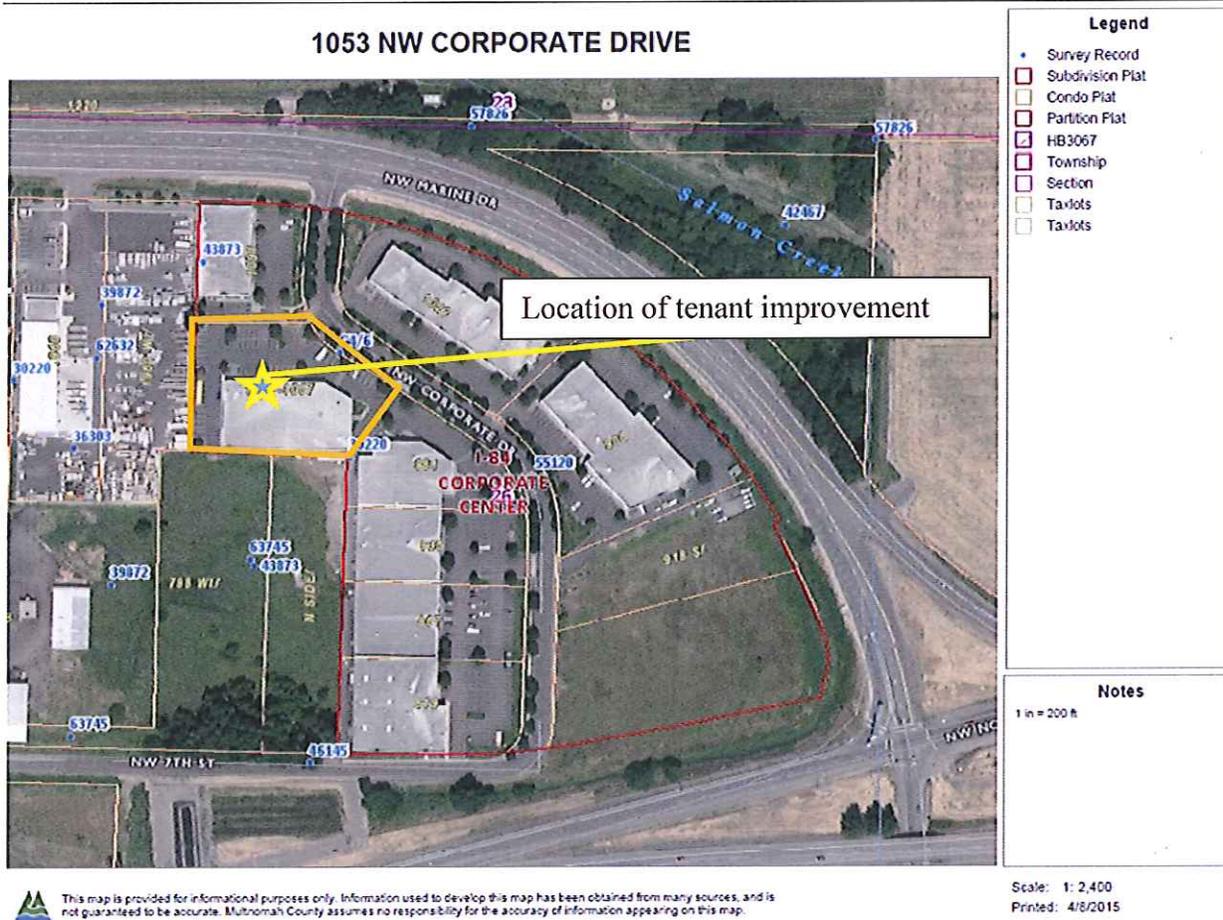
Applicant	Joseph Mallicoat
Property Owner	Troutdale Property, LLC
Proposal	Proposed tenant improvement in industrial flex space for an archery range, office space, equipment storage, and bow work and repair area in the GI District.
Location	1053 NW Corporate Drive (Lot 11 of I-84 Corporate Center)
Site Size	1.4 Acres
Tax Map & Tax Lot	1N3E26A-01311
Plan Designation	Industrial
Zoning District	General Industrial
Zoning Overlay(s)	Airport Landing Field, Special Flood Hazard Area, VECO (wetlands)

APPLICABLE CRITERIA Chapters in light gray do not apply to development proposal.)

- Troutdale Development Code (TDC): 1.000 Introductory Provision; 2.000 Procedures for Decision Making; 3.170 General Industrial; 4.100 Airport Landing Field; 4.300 Vegetation Corridor and Slope District; 4.600 Flood Hazard Management Area; 5.600 Erosion Control and Water Quality; 5.800 Stormwater Management; 9.000 Off-Street Parking and Loading; 10.000 Signs
- Troutdale Municipal Code Outdoor Lighting
- *Construction Standards for Public Works Facilities*

- Building and Fire Codes
- Multnomah County Transportation / Road Rules

VICINITY MAP



FINDINGS OF FACT

The staff report dated June 10, 2015 with Attachments 1 through 4, is hereby adopted as the Findings of Fact in this matter.

FINAL ORDER

Based upon the foregoing, the Planning Commission approves the subject development proposal with the following conditions of approval:

CONDITIONS CODE

The color-coded markings are intended to provide timely guidance to the applicant through the permitting process. These markings are for informational purposes only. For questions about submittal requirements for each condition, please contact the corresponding Department or Agency for more information.

 Submit prior to building permit applications

 Submit with building permit applications

 Prior to issuance of permit

 Prior to use of new development

1. Building Conditions:

- A. Permits are required for this project in accordance with Section 105.1 of Reference (a).
- B. The submittal package consists of drawings from CIDA Inc., Architects dated 28JUL98. **When applying for a permit, new construction documents must be prepared.**
- C. The archery area will be considered Assembly Group A-3 occupancy. Depending on the occupant load determined, if it is less than 50 it can be considered a Group B occupancy.
- D. The submittal package indicates a single restroom facility. Separate facilities are not required when the occupant load is 15 or less. It is probable that a second facility will be required based on occupant load.
- E. **The tenant improvements will require removal of architectural barriers. This will need to be addressed at the time of permit application submittal.**

2. Public Works Conditions:

- A. **All commercial/industrial applicants are required to submit an Industrial User Wastewater Survey (available from the permit counter and website) with building permit applications.** Review of the IUWS may reveal additional requirements related to sanitary sewer pretreatment at that time.
- B. **The applicant will be required to prepare and submit a System Development Charge Worksheet/Agreement at least two weeks prior to obtaining building permits, and pay applicable incremental SDC's (if any) prior to permit issuance.** The application requests and SDC estimate prior to submittal. The City does not

provide SDC estimates, but does provide the SDC worksheet for the applicant to generate its own estimates. The worksheet is available from Public Works, the Permit Counter and the on the City's website.

3. Gresham Fire Conditions:

- A. Temporary addresses of 6" shall be provided at EACH construction entrance prior to ANY construction materials arriving on site.
- B. The turning radius for all emergency apparatus roads shall be: 28' inside and 48' outside radius. OFC 503.2.4
- C. No Parking Fire Lane signage or curb marking will be required. Fire access roads 20' – 26' wide require the marking on both sides. Indicate on the building permit plans. OFC D 103.6
- D. 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.
 - a. For private (on site) fire hydrants the connectors will be inspected under permit by Gresham Fire. OFC 507 § NFPA 24-7.1.3
- E. Fire sprinkler system may have to be modified depending on what happens inside the space. Permits would be required to make those changes, OFC 105
- F. The existing fire alarm system may need to be extended throughout the existing space depending on the Occupancy Classification that the Building Official determines. There may be a change of Occupancy to a B or A3 depending on how the archery events will be handled. OSSC 2014.
- G. There shall be a minimum 2A 10 B:C fire extinguisher(s) every 75 feet of travel through-out the space would need to see a better building plan to give specific information on the best locations. Extinguishers would need to comply OFC 906.1/ NFPA 10
- H. The exiting and egress shall comply with OFC and OSSC. OFC 1003.1
- I. Occupant loading shall be in compliance with OFC section 1004. OFC 1004.1

4. General Conditions:

- A. Approval of the proposed improvements shall be void after 2 years of the notice of decision date unless substantial completion has taken place.
- B. Any other conditions or regulations required by Multnomah County, Gresham Fire and Emergency Services, the state of Oregon, or to comply with state or federal codes are hereby made a part of this decision.

APPROVED this 17th DAY OF JUNE 2015

Tanney Staffenson, Chair
Troutdale Planning Commission