

City of Sandy

Agenda

Parks & Trails Advisory Board Meeting

Meeting Location: City Hall- Council Chambers, 39250 Pioneer Blvd., Sandy, Oregon 97055

Meeting Date: Wednesday, November 10, 2021

Meeting Time: 7:00 PM



1. MEETING FORMAT NOTICE

Meeting Format Notice:

The Parks and Trails Advisory Board will conduct this meeting electronically using the Zoom video conference platform.

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Using Zoom is free of charge. See the instructions

below: <https://us02web.zoom.us/j/82866713223?pwd=YUw4R2RleE1qeXk2WFUvckJVV0RyUT09>

- To login to the electronic meeting online using your computer, [click this link](#):
- **Note a passcode may be required:**
- If you would rather access the meeting via telephone, dial 1-669-900-6833. When prompted, enter the following meeting number: 828 6671 3223
- If you do not have access to a computer or telephone and would like to take part in the meeting, please contact the Sandy Community Center (503-668-5569) by October 5th and arrangements will be made to facilitate your participation.

2. ROLL CALL

New Parks and Recreation Director Rochelle Anderholm-Parsch was present for the meeting but needs to be added to the Roll Call list.

3. PUBLIC COMMENT

4. CONSENT AGENDA

4.1. Meeting Minutes

[Parks & Trails Advisory Board - 06 Oct 2021 - Minutes - Pdf](#)
[Parks & Trails Advisory Board - 06 Oct 2021 - Minutes - Html](#)

3 - 16

5. CHANGES TO THE AGENDA

6. NEW BUSINESS

6.1. Introduction new Parks and Recreation Director

6.2. Kelso Rd. Subdivision

17 - 21

[Staff Report Kelso Rd](#)

[Kelso Rd Subdivision plat map](#)

[Parks Trails Master Plan Proposed Parks Map](#)

[half mile graphic from PTMP](#)

7. OLD BUSINESS

7.1. Update Sandy Speaks - Photo contest

8. STAFF UPDATES

8.1. Next Meeting - December 8th

9. ADJOURN



MINUTES
Parks & Trails Advisory Board Meeting
Wednesday, October 6, 2021 Remote Via
Zoom 7:15 PM

BOARD MEMBERS PRESENT: Don Robertson, Board Member, David Breames, Board Member, Sarah Schrodetz, Board Member, Will Toogood, Board Member, and Mary Casey, Board Member

BOARD MEMBERS ABSENT: Makoto Lane, Board Member and Rachel Stephens, Board Member

STAFF PRESENT: Laurie Smallwood, Councilor and Sarah Richardson, Community Services

MEDIA PRESENT:

1. Roll Call

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5. Changes to the Agenda

6. New Business

6.1. Proposed Code Changes to Municipal Code Chapters 17.32 and 17.86

Staff Liaison, Sarah Richardson, provided an overview of the proposed changes for Code Chapters 17.32 and 17.86, specifically the goals of the proposed changes.

Kelly O'Neill, Development Services Director attended to answer specific questions about the proposed changes.

Don Robertson, Board Chair led the board through specific areas of the code for clarification, board input and recommended additions to the proposed changes.

Laurie Smallwood, City Council member, asked for clarification regarding the cities ability to make exceptions to the code if there was a wetland area that the city wanted to develop. Don Robertson noted that the code prevents a developer from dedicating beyond a certain percentage of wetland, it does not preclude the city from making an exception. Kelly clarified that it would just likely require a variance.

Chapter 17.86 - Board discussed 17.86.10 Minimum Parkland Dedication Requirements and whether amenities in multi family dwellings or mobile home parks were public or private and what was required in terms of amenities for those type of developments. Dave Breames asked how it contributes to the park system if it is not public. Kelly noted they do not contribute in that fashion, but they still need to provide land or a Fee in Lieu in addition to the requirement that they provide park/open space within the development.

Chapter 17.86 - Board discussed the Population Formula and whether it is charged at the rate of the original zoning or if it changes with any variance in the zoning. Kelly clarified that it remains with the actual proposal.

Kelly noted that there may be some changes coming that will require a modification in the code with regard to how duplexes are calculated.

Chapter 17.86.10 Item C - Don asked for clarification that Fee in Lieu can be proposed but it will be up to the city to accept it over land dedication. Clarified that the land dedication needs to be contained within a continuous unit.

David Breames asked if we have addressed the need to adjust the Fee in Lieu and SDC fees. Kelly noted that it is separate from the code change proposals but it is definitely going to be addressed. It has to be done through specific methodology and assessment. The city has received a Scope of Work and cost estimate from FCS to perform the needed analysis. Goal to bring the Fee in Lieu in line with market rates and to adjust the SDCs. Also asking them to include a mechanism for the city to review and adjust the fees more frequently.

Chapter 17.86.20 Don noted that this change allows a developer to build up to the park but they are still required to provide access to the parkland.

Item F - Notes that the land dedication needs to be contiguous.

Discussion about half street improvements and cost to the city. Typically has come from the park SDC account. Not a great use of park SDC's so this section has been modified to require less road access but still require that the developer provide for access points to the park from the development.

Discussion about street SDCs and whether they can help fund the streets around parks. Kelly clarified that if it is a collector or arterial street and in the Capitol Improvement Plan (CIP) then the Street Improvement SDC's could help pay for the 1/2 street costs around park development. Example at Bornstedt Park - current streets are classified as local. Transportation SDC's cannot pay for local streets, which often border parks. Don noted that at Bornstedt Park when the next phase is built, Village will be a collector street and could be funded by Street SDCs. Kelly noted that is correct.

Councilor Kathleen Walker (via chat) asked if the gas tax can be used and Kelly noted that yes it can but council would need to decide how to prioritize those funds.

Noted that the board should not be using the chat function during meetings.

17.86.20 - Item H #2 - Clarified that HOA's have the right to control who comes in and out.

Will Toogood asked about 17.86.20 Item G - board discussed the wording in this section and feels strongly it needs to be clarified. The intent is that

wetlands cannot be dedicated as parkland but the wording is not adequately conveying that intent.

Don asked about how this code works with regard to trails. Specific Trails are listed in the 2021 Parks and Trails Master Plan and want to be sure that this code covers trails. Kelly noted that trails are designated as parkland. The board discussed the need to be very clear that trails are covered in the code and that the wording and legal position is strong. Mary Casey asked that it be clearly incorporated. Kelly noted that because they are part of the adopted Parks and Trails Master Plan that they are incorporated, but the sections referencing the plan can more specifically cover that concern.

David Breames clarified that in the adopted PMP if an area is not considered deficient in terms of parks and trails that the developer would still be required to provide a Fee in Lieu, which could help with park upgrades or maintenance. Kelly clarified that park maintenance comes out of a different funding source. Councilor Walker noted the Fee in Lieu can help pay for things like land for ball fields. Fee in Lieu can only pay for land acquisition.

17.86.40 Fee in Lieu of land dedication. Important that this is included and that the language surrounding it throughout the code is strong. Kelly also noted it will help to have the updated 2021 Parks and Trails Master Plan "expressly incorporated". This was a missing piece and very important going forward. Don noted that it is good to see Item B here as well so that we do not continue to have an excess of Mini Parks that are expensive to maintain.

Don wanted to be sure we have the ability to expand current parks in an area that may not be deficient in terms of the PMP. and wants to be sure the code can support this if possible. Don used the example of Bornstedt Park. The board may want to expand the park and development continues in the area. Kelly noted that if the parks Fee in Lieu is increased to match market rates developers will be more likely to want to dedicate land. Additionally, the board/city could amend the Master Plan to change the LOS within the plan.

Discussion about how the city can acquire contiguous property large enough for a neighborhood park. Becomes challenging when you have different developers building out small parcels. The city may need to look at different ways of acquiring larger parcels suitable for a neighborhood park. This may include purchasing land outright and banking land for future park development. Ideally, the city can still rely on land dedication, but the city may need to look at other ways to achieve the goal when there are a variety of unrelated developments in the same area vs one large development owned by

one developer. The city may need to look at a combination of approaches. Kathleen noted it was over a million dollars to purchase the property for Bornstedt and believes land dedication will continue to be an important part of developing parks in Sandy. Don shared another planning approach that was used in the Sunnyside area and noted Fee in Lieu paid for the land. Don asked that we prepare correspondence that would share the board thoughts on this area.

17.32 - item 17.32 permitted uses. Don wants to be sure we are not leaving too much out of this section, especially sports fields and their related amenities and infrastructure (concession stands, restrooms etc). Be sure to include Community Centers. Kelly recommends it as a conditional use. Recommend fields as an accessory use permitted outright. David would like to see sports fields as a primary designation. Interested in a dedicated sports complex. Kelly noted you can list them as both primary and accessory use. Provides the option to build a dedicated sports complex as well as add them to a multi purpose park. David reaffirms that Sandy is one of the only cities without a primary use sports facility.

17.32.50 - Off street parking. Don asked if it gives a standard for off street parking. Kelly noted it is a benefit if it does not provide a standard. Don wants to avoid adding an arbitrary number of required parking spaces. There is an area that notes that you do have some requirements about parking. For example, spaces needed per number of bleachers at a sports field. If there are no bleachers then there is not a requirement. Discussion about off street parking and on street parking and finding a balance.

David noted that lots of sports fields have limited seating and people bring chairs, blankets etc. Kelly noted that 17.98 (Parking Chapter City Code) is in force regardless of what is noted about parking in 17.32. Invites the board to send notes about the parking code for future consideration. It applies regardless of the reference in 17.32. Kelly stated that with a larger complex most people living in the surrounding area are going to want some off street parking, and Don noted it is a question of balancing the use of space with parking needs.

Sarah and Don will work on a memo/recommendation from the board to include in the council packet.

David Breames brought to the board's attention issues at the Skate Park, including weed smoking, vaping etc. The signs at the skate park are not adequate and do not inform about the ordinances.

Called the PD and was frustrated with the response. Understands that they are short staffed and very busy, but is concerned about parks being inviting. Laurie Smallwood addressed the challenges the PD is facing. The city is struggling to be fully staffed. Sarah will follow up about signage. David would like to see a change in the response from the PD when a concerned citizen calls for these kinds of issues. Sarah encouraged the board to reach out when they see issues in the park so we can be proactive.

7. Old Business

8. STAFF UPDATES

Parks and Recreation Director
2021 Parks and Trails Master Plan
Vice Chair

- 8.1. Sarah updated the board on the hiring of the Parks and Recreation Director, took a moment to celebrate and say thank you for all the effort to complete the 2021 Parks and Trails Master Plan.
Reminded the board we have a vacancy in the Vice Chair position and a bit more about the commitment.
Update about filling the vacant and expiring board positions. Interviews will take place on the 14th.
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City of Sandy
39250 Pioneer Blvd., Sandy, OR

Agenda Date: November 10, 2021
To: Parks and Trails Advisory Board
From: Shelley Denison, Associate Planner
Sarah Richardson, Staff Liaison Parks and Trails Advisory Board
Subject: Kelso Rd. Subdivision Proposal
Attachments: Subdivision Plat, 2021 Parks and Trails Master Plan Maps

The proposed 44-Lot Subdivision is located at 37522 SE Kelso Rd. (SE of Kelso Rd and Jewelberry Ave.). The property is on the eastside of Jewelberry.

The area of the proposed subdivision is zoned Low Density Residential.

Development Services held a pre-application meeting with the developer of this project on October 21, 2021. They are seeking input from the Parks and Trails Advisory Board before the application is submitted to provide guidance to the developer on potential land dedication.

Overview:

The 2021 Parks and Trails Master Plan (PTMP) identifies the need in the future for both a neighborhood and community park in the vicinity of the subject property.

The current Master Plan states that the city has an excess of Mini Parks and a deficit of Neighborhood Parks. The plan considers a Neighborhood Park to be between 2 and 5 acres in size. The current plan includes the goal of providing access to a Neighborhood Park within a ½ mile. The proposed subdivision falls within the 2-mile radius of Sandy Bluff Park which is considered a neighborhood park.

It is likely that the actual number of dwelling units will change when the application is submitted due to issues discussed during the pre-application meeting. However, assuming there will be 44 units, the dedication and fee in lieu calculations are as follows:

$$44 * 3 * .0053 = 0.6996 \text{ acres} - \text{Land Dedication Calculation}$$
$$0.6696 * \$241,000 = \$168,603.60 - \text{Fee in Lieu Calculation}$$

Given the fact that the subject property is surrounded on three sides by unincorporated territory, it is difficult to determine where adjacent acreage could be acquired to develop an appropriately sized neighborhood park. We are seeking the guidance of the Parks and Trails Advisory Board on this issue.

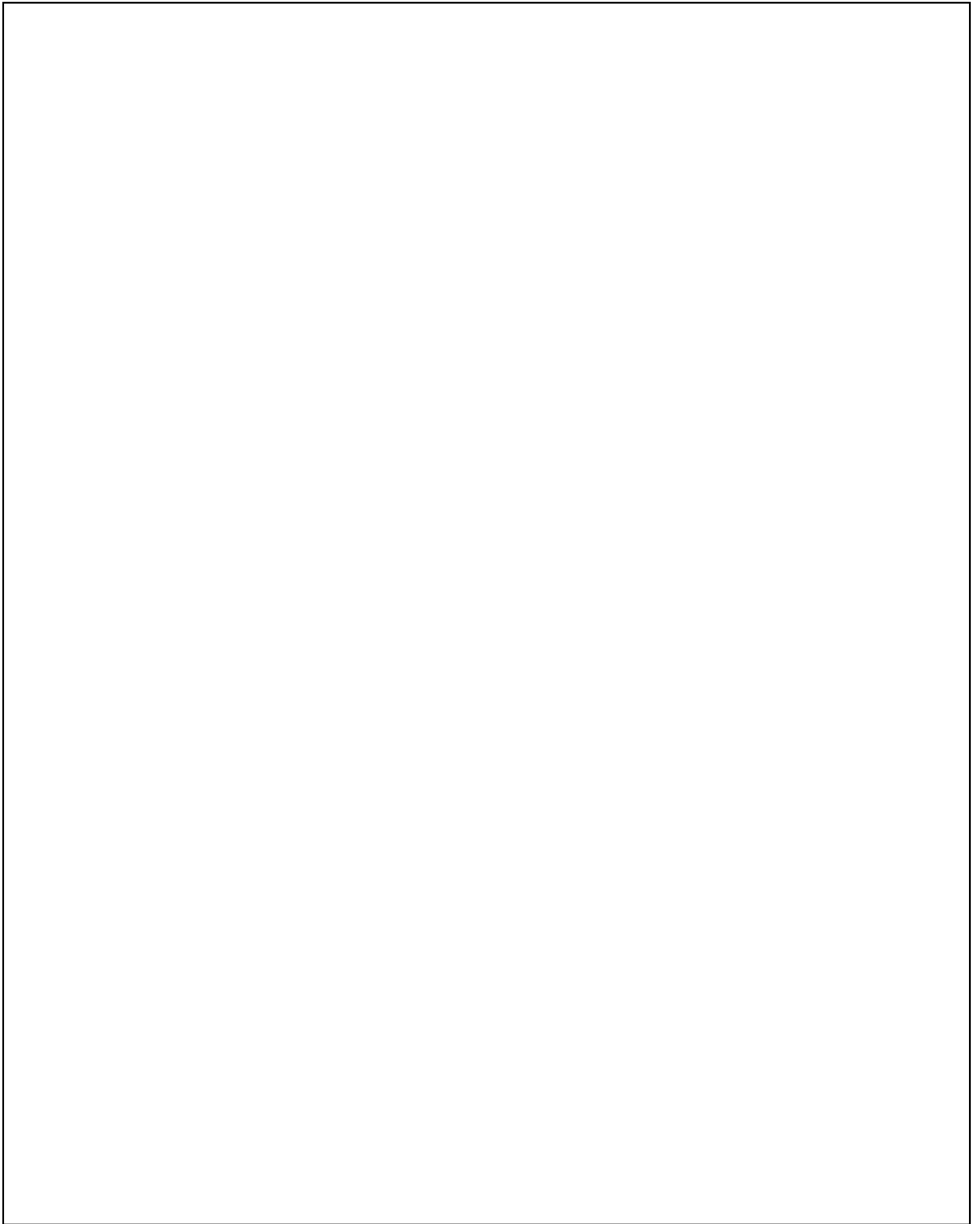
The board can consider a recommendation for land dedication or to accept a Fee in Lieu of land dedication. The Fee in Lieu funds can only be used to purchase and acquire land for future parks. The city could decide to use those funds to purchase land if it becomes available for a community or neighborhood park in the vicinity of the subject property and other neighborhoods in the area.

Staff Recommendation: Staff recommends a Fee in Lieu of land dedication for the proposed Kelso Rd. subdivision.

Staff Contacts:

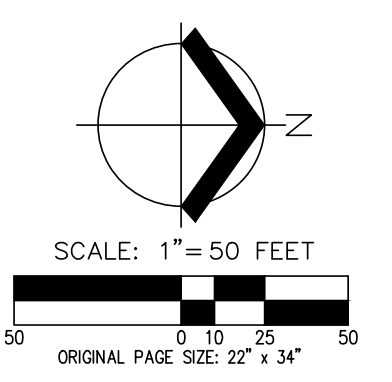
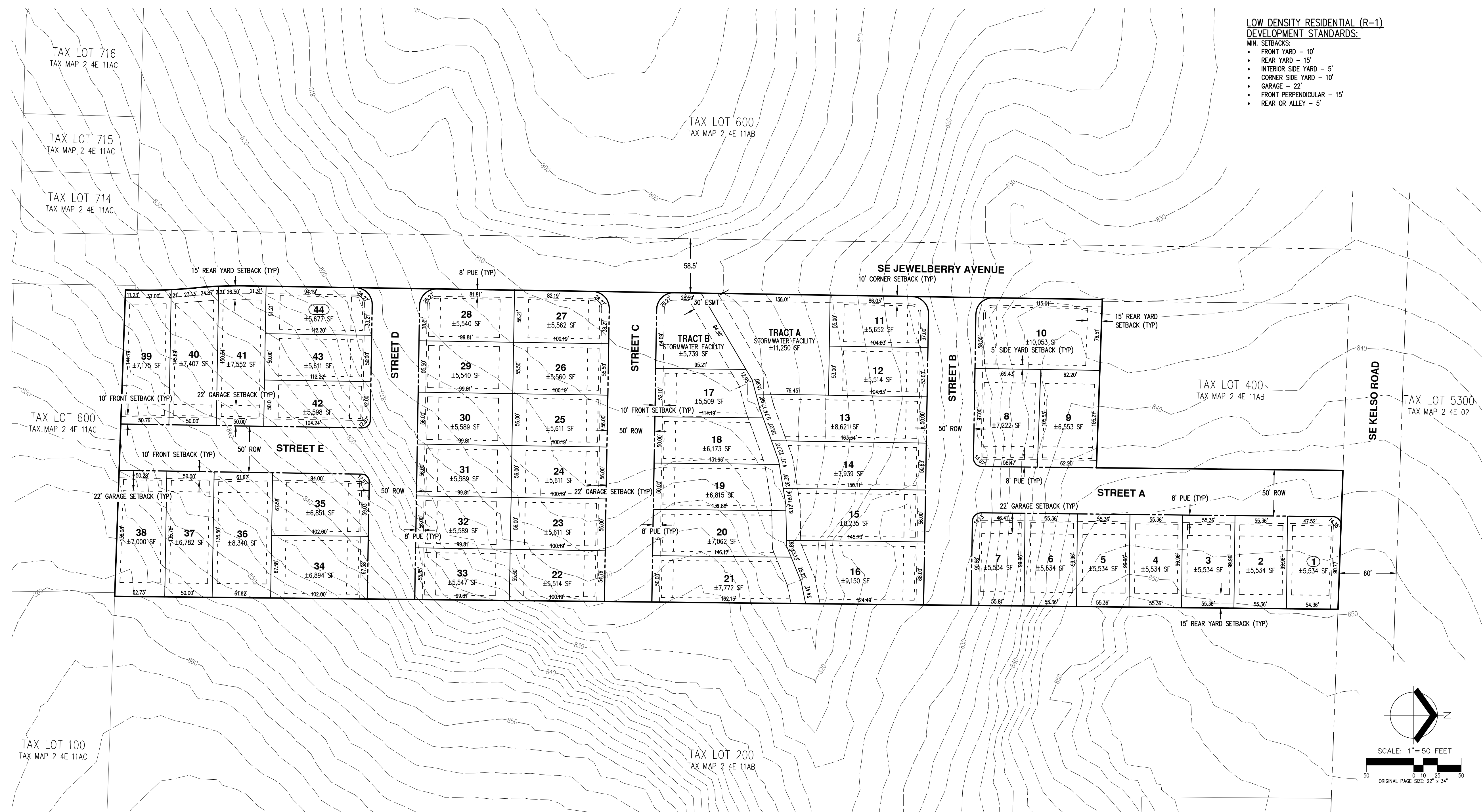
Sarah Richardson
503-489-2150
srichardson@cityofsandy.com

Shelley Denison
503-783-2587
sdenison@ci.sandy.or.us



**LOW DENSITY RESIDENTIAL (R-1)
DEVELOPMENT STANDARDS:**

- MIN. SETBACKS:
- FRONT YARD - 10'
 - REAR YARD - 15'
 - INTERIOR SIDE YARD - 5'
 - CORNER SIDE YARD - 10'
 - GARAGE - 22'
 - FRONT PERPENDICULAR - 15'
 - REAR OR ALLEY - 5'



DATE: 09/17/2021 AKS JOB: 9036

AKS ENGINEERING & FORESTRY, LLC
12965 SW HERMAN RD, STE 100
TUALATIN, OR 97062
503.563.6151
WWW.AKS-ENG.COM



ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

**PRELIMINARY SUBDIVISION PLAT
37522 SE KELSO RD**

**37522 SE KELSO RD
SANDY, OREGON**

DISCLAIMER

1. PROPERTY LINES AND RIGHT-OF-WAY LINES ARE BASED ON GIS INFORMATION AND ARE CONSIDERED APPROXIMATE.
2. NO TITLE RESEARCH HAS BEEN DONE AT THIS TIME.
3. NO BOUNDARY OR TOPOGRAPHIC SURVEY HAS BEEN PERFORMED AT THIS TIME.
4. THIS MAP IS FOR FEASIBILITY PURPOSES AND DOES NOT REPRESENT A PROPERTY BOUNDARY SURVEY.
5. CONTOURS ARE SHOWN AT TWO FOOT CONTOUR INTERVAL AND BASED ON LIDAR DATA FROM NOAA.

Subject property

