



# STAFF REPORT

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**Meeting Type:** Planning Commission  
**Meeting Date:** June 22, 2026  
**From:** Kelly O'Neill Jr., Development Services Director  
**Subject:** Chapter 17.74 Legislative Public Hearing

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## DECISION TO BE MADE:

Hold a legislative public hearing to discuss proposed development code amendments for temporary uses/structures in Chapter 17.74 of the Sandy Municipal Code and forward a recommendation to the City Council.

## APPLICABLE COUNCIL GOAL:

**6.10:** Continue to improve and refine code language, policies, and practices related to code enforcement.

## BACKGROUND / CONTEXT:

Temporary Uses/structures. In 2023, there was a kitchen fire at the Sandy Family Restaurant which also serves food for Ria's Bar. Staff worked with the property owner to quickly approve and install a food cart to act as the kitchen for Ria's Bar while Sandy Family Restaurant was remodeled. During this time, City Administration asked for staff to work on updates to the temporary use and temporary structure code in Section 17.74.60. The existing temporary use and temporary structure code is very short and doesn't adequately cover many situations. The proposed code modifications incorporate standards that are commonly integrated into the findings and conditions for temporary uses and structures.

## Meeting History:

- November 23, 2015: The Planning Commission held a [work session](#) to discuss municipal code amendments, including fences and retaining walls.
- November 27, 2023: The Planning Commission held a [work session](#) to discuss municipal code amendments. The work session included prioritization of code amendments, which included input from the Commission that code amendments from the City Council and City Administration should be completed first.
- On June 10, 2024: The Planning Commission held a [work session](#) to discuss code amendments for fences/retaining walls and temporary uses/structures.
- On May 27, 2025: The Planning Commission held a [second work session](#) to discuss the code amendments for fences/retaining walls and temporary uses/structures.
- On March 16, 2026: The City Council held a [work session](#) to discuss code amendments for fences/retaining walls and temporary uses/structures.

## **KEY CONSIDERATIONS / ANALYSIS:**

The Development Services Department routinely issues temporary use permits for events, such as the Mount Hood Farmers Market or the Sandy Invitational Chainsaw Carving Event. Temporary structure permits are more routinely issued for construction trailers and temporary storage.

Temporary uses. The primary edits are related to the following:

- Added a carve out for the Mt. Hood Farmers Market or any substantially similar event as approved by the City Manager to be permitted for 200 days, as requested by the City Council at the March 16, 2026, work session.
- Added that fabric structures may be permitted with the temporary use permit approval.
- Added parking lot, ADA parking, and traffic disruption provisions.
- Added references to Title 8 for amplified music and Title 15 for signage.
- Added fabric structure provisions as they relate to temporary uses.
- Added Oregon Fire Code provision.
- Added clarity to the renewal process and the maximum number of extensions that can be granted by the Director.

Temporary structures. The primary edits are related to the following:

- Expanded allowances for temporary structures such as for construction of parks and in conjunction with an emergency.
- Added that the Building Official has discretion to waive ingress and egress requirements.
- Added provisions that utility services and plans are only required if utilities are needed. This was modified after the March 16, 2026, work session as requested by the City Council.
- Added that temporary structures shall not be recreational vehicles and shall be maintained in good condition as requested by the Commission.
- Added that temporary structures may be sited immediately during emergencies that are declared by the United States Federal Government, the State of Oregon, the City of Sandy, or their designee. Similar to the hazardous tree provisions in Chapter 17.102, the agency that placed the temporary structure has to apply for a temporary structure permit within seven days of placement. This was modified after the March 16, 2026, work session as requested by the City Council.
- Added clarity to the renewal process and the maximum number of extensions that can be granted by the Director.

Portable outdoor storage units. The primary edits are related to the following:

- Added a definition for portable outdoor storage units as requested by the Commission.
- Added clarity on where portable outdoor storage units may be placed.

## **BUDGET IMPACT:**

Staff and City Attorney expenses that have already been incurred.

**RECOMMENDATION:**

Staff recommend that the Planning Commission discuss the proposed code modifications and forward a recommendation to the City Council for their legislative public hearing.

**LIST OF ATTACHMENTS / EXHIBITS:**

Ordinance No. 2026-10

- Exhibit A. Section 17.74.60. modifications
- Exhibit B. Findings