



**KEIZER PLANNING COMMISSION
MEETING MINUTES
Wednesday, April 12, 2023 @ 6:00 pm
Keizer Civic Center**

CALL TO ORDER: Chair Matt Lawyer called the meeting to order at 6:00 pm.

ATTENDANCE:

Present:

Matt Lawyer, Chair
Ron Bersin
Jane Herb
Francisco Saldivar
Mo Avishan
Youth Committee Liaison
Amanpreet Sandhu

Absent:

Jeremy Grenz, Vice Chair
Sarah Hutches

Council Liaison Present:

Councilor Juran

Staff Present:

Shane Witham, Planning Director
Dina Horner, Assistant Planner
Shannon Johnson, City Attorney

VOLUNTEER APPRECIATION: Jane Herb, representing the Volunteer Coordinating Committee, read the Volunteer Appreciation Proclamation, thanked the Commission for their dedication to the City and distributed cookies as a token of appreciation.

APPROVAL OF MINUTES: Commissioner Herb moved for approval of the February 2023 Minutes. Commissioner Saldivar seconded. Motion passed as follows: Lawyer, Bersin and Herb in favor with Saldivar and Avishan abstaining and Grenz and Hutches absent.

APPEARANCE OF INTERESTED CITIZENS: None

PUBLIC HEARING: Draft Amendments to Keizer Development Code (KDC) relating to scrivener type corrections, Accessory Dwelling Unit Standards, and Cottage Cluster Standards.

Chair Lawyer opened the Public Hearing.

Planning Director Shane Witham summarized his staff report noting that the majority of the changes are corrections of scrivener-type errors. It was noted that the Historical Resources line in Section 1.103.01 should be removed.

Mr. Witham brought attention to specific sections focusing in detail on Sections 2.302 and 2.403. Discussion took place regarding the impact of HB2001 and the importance of getting Fire District weigh-in. Commissioners suggested that perhaps a representative from the Fire District could be invited to a future meeting to brief them on the Fire Code.

Mr. Witham noted that staff proposes renaming Section 2.403 from 'Shared Housing Facilities' to 'Accessory Dwelling Units' and this will necessitate changing other sections that reference 'Shared Housing Facilities'. Discussion followed regarding having a square footage cap for covered, unenclosed patios or porches with Commission agreeing to leave the section as presented in the packet without a square footage cap. Additional discussion took place regarding requiring an outside stairway to access an ADU on top of a shop with Commission agreeing that they did not want to require it, but felt it should be allowed.

Mr. Witham then fielded questions and provided clarification regarding habitable space and cottage clusters.

With no further testimony, Chair Lawyer closed the Public Hearing.

Commissioner Herb moved that the Planning Commission send the proposed text amendments to Council and recommend approval with the modifications discussed. Commissioner Avishan seconded. Motion passed as follows: Lawyer, Bersin, Saldivar, Avishan and Herb in favor with Grenz and Hutches absent.

NEW/OLD BUSINESS/STAFF REPORT: Commissioner Bersin urged all Commissioners to submit their annual Statement of Economic Interest forms.

COUNCIL LIAISON REPORT: Councilor Juran reported that a non-profit organization called the 'Lava Dome' had shared information with Council about placing an inflatable structure over the Keizer Little League fields and installing artificial turf so that the fields could be used year round. Council also voted to name the dancing cows sculpture planned for the Verda/Chemawa roundabout 'Rosalie's Cows' and updated their long and short-term goals.

YOUTH COMMITTEE LIAISON REPORT: Youth Committee Liaison Amanpreet Sandhu reported that there were 57 days left until graduation. She asked Commissioners how they decided to volunteer for the Planning Commission and each Commissioner shared that information with her.

COUNCIL REPRESENTATIVE: Matt Lawyer will report for Sarah Hutches, Monday, April 17.

ADJOURN: The meeting adjourned at 7:41 p.m.

Next Meeting: May 10, 2023

Minutes Approved: _____ 05-10-23