



**KEIZER PLANNING COMMISSION
MEETING MINUTES
Wednesday, January 9, 2019 @ 6:00 pm
Keizer Civic Center**

CALL TO ORDER

Chair Garry Whalen called the meeting to order at 6:00 pm.

ROLL CALL:

Present:

Garry Whalen, Chair
Mark Caillier
Michael DeBlasi
Kyle Juran
Hersch Sangster
Matt Lawyer
Jeffrey Watson

Council Liaison:

Councilor Reid for Councilor Freeman

Absent:

Crystal Wilson, Vice Chair

Staff Present:

Shannon Johnson, City Attorney
Nate Brown, Community Development Director
Shane Witham, Senior Planner

SWEARING IN OF COMMISSIONER WATSON: City Attorney Shannon Johnson administered the Oath of Office to Jeffery Watson.

APPROVAL OF MINUTES: Commissioner DeBlasi moved for approval of the November 2018 Minutes. Commissioner Juran seconded. Motion passed as follows: Whalen, Juran, DeBlasi and Caillier in favor with Watson and Lawyer abstaining and Wilson absent.

APPEARANCE OF INTERESTED CITIZENS: None

PUBLIC HEARING: None

NEW/OLD BUSINESS/STAFF REPORT:

- **Planning Commission Role: Vision/Big Picture:** Chair Whalen urged Commissioners to think on a bigger vision than in the past; to think outside the box. What do we want Keizer to be? How do we define quality of life? Community Development Director Nate Brown added that the City has entered into a phase of significant work to gather information to set the context for Council to make decisions on important matters including urban growth issues and compliance with state goals. He urged Commissioners to study materials, make sure they understand them, and choose from options offered. He noted that information from the Buildable Land Inventory/Housing Needs Analysis Project Advisory Committee, the Keizer Revitalization Program, the Cost of Growth Study, the Transportation Study and the Impact of Growth will all be important for the Commission to digest and understand so that they can make a thoughtful presentation to Council – that is the Planning Commission role.

- **Work Program for 2019/Grant Updates:** Mr. Brown noted that there is not a lot on the list but as projects move forward they will need to be a priority for the Commission. Staff will need help from Commissioners to grind through information. Some things will be highly debated and contested. Assistant Planner Shane Witham noted that the only priority is the grant work. There does not appear to be any 'must dos' in the legislative window this year. He commended Commissioners for their accomplishments in 2018.
- **Flexibility of meeting dates?** Commissioners agreed by consensus to be flexible regarding meetings, whether it is to have additional meetings or joint meetings instead of regularly scheduled ones.

Mr. Brown noted that the third meeting of the Revitalization Grant Program was on Tuesday. The citizen advisory committee would be looking at implementation strategies, code amendments, multi-model assessments, and public investment strategies. That is another piece of the puzzle that the Planning Commission could engage in. Staff will expect a recommendation on what they see as the right path on the project.

Commissioner DeBlasi noted that houses that do not have sidewalks in front of them but that are being extensively remodeled are not required to put in a sidewalk. He suggested that changing this be included in the project list. He also asked that the Planning Commission recommend Council formally adopt the National Association of City Transportation Officials (NACTO) street standards which are more for urban areas as opposed to American Association of State and Highway Transportation Officials (ASHTO) which focuses more on highways. Mr. Brown responded that the City's street standards are governed by the Transportation System Plan and Keizer's was adopted in 2009 so it is time to rewrite it. If grant money can be acquired, that might be possible. He suggested that the request be to 'update the Traffic System Plan to include NACTO standards'.

YOUTH LIAISON REPORT: Christopher Wolfert reported that reconstruction at McNary is scheduled to start this June and continue through the following summer; the art room is being turned into a videographing area and C-TEC is getting new programs.

COUNCIL LIAISON REPORT: Councilor Reid reported that two new Councilors were sworn in at the last meeting and farewells said to Councilors Anderson and Ryan. Council is looking forward to a year of projects and accomplishments.

COUNCIL REPRESENTATIVE: Matt Lawyer will report to Council.

ADJOURN: The meeting adjourned at 7:00 pm.

Next Meeting:

February 20, 2019 (Buildable Land Inventory/Housing Needs Analysis Project Advisory Committee joint meeting)

Minutes approved: 03-13-19