



**KEIZER PLANNING COMMISSION  
MEETING MINUTES  
Wednesday, January 8, 2020 @ 6:00 pm  
Keizer Civic Center**

**CALL TO ORDER**

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

**ROLL CALL:**

**Present:**

Matt Lawyer, Chair  
Garry Whalen  
Mark Caillier  
Frank Hostler  
Jeremy Grenz  
Jeffrey Watson

**Council Liaison Present:**

Councilor Freeman

**Staff Present:**

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

**Absent:**

Crystal Wilson, Vice Chair

**APPROVAL OF MINUTES:** Commissioner Whalen moved for approval of the November 2019 Minutes. Commissioner Caillier seconded. Motion passed as follows: Lawyer, Whalen, Caillier, Hostler and Grenz in favor with Watson abstaining and Wilson and absent.

**APPEARANCE OF INTERESTED CITIZENS:** None

**DISCUSSION: 2020 Work Plan**

Senior Planner Shane Witham explained that the list is not prioritized and it may change due to government or people who make something a priority but the list will give the Commission guidance on what they would be working toward during the coming year.

Discussion took place as follows:

1. Legislative Rezone of UT Properties: a holdover from last year. Looking to accomplish this in the spring.
2. Storm Drainage Standards: Because of permits, etc. there are State requirements for reporting and permitting and those need to be included in the Code so that developers are informed. Staff in that department is optimistic that this can be addressed, but it will be later in the year.
3. Street Standards: Clarify number of dwelling units that can be served by an access easement. This is coming next month. There are issues with calling units 'dwelling units' and this needs to be clarified.

4. New Master Plan for Area D: Staff expected it to already to be applied for but there is work being done yet. Once it is received, it will take priority.
5. Fences, Walls and Hedges: Allow 4-foot-tall see-through fencing.
6. Accessory Structures: Aiming to clarify the appropriate level of attachment to consider it an addition to the home.
7. Wireless Telecommunication Facilities: Should this have a separate review and permitting process? Perhaps the Code should be modified so that the Community Development Department has review capacity. Shannon is working on the regulations.
8. Salem-Keizer Area Transportation Study: The project is funded through federal funds; contract is being finalized. It will study the impact of the three separate growth scenarios. There is no specific component requiring Planning Commission review but there may be sections that would benefit from PC input. When the final study is complete, staff will want PC to use the study to set policies according to the data received.
9. Efficiency Measures: Staff would like Commission to provide input on these measures. Discussion followed regarding including incentives for affordable housing, SDCs, lot sizes, cottage clusters, parking standards and lining up with HB2001.
10. Legislative Rezone/Up-Zoning of Properties Identified in Revitalization Plan: Commission urged that property owners be a vital part of this project.
11. TSP Update: This probably will not be a 2020 project but may fit into 2021.
12. Consider Possible Early Implementation of HB 2001 Measures: Possibility of grant funding available if the City is willing to do early implementation. Following discussion Commissioners indicated that this might overtax staff and cautioned against implementing things that may not need to be implemented.
13. Explore Possibilities/Options for Increasing Supply of Employment Lands: Economic Opportunities Analysis said there was a need for 49 acres of employment lands. The City could pursue urban growth expansion for employment lands which is separate from a regular urban growth expansion. The categories for employment lands according to the EOA are:
  - Medical facilities, including research, development and support
  - Information technology/back office
  - Educational services, including educational research and job training
  - Professional services, including corporate headquarters
  - Sporting events

Commissioners voiced support for this task.

Commissioners then suggested the following additional tasks for consideration: Commissioner Grenz suggested changing Partition and Subdivision time approvals. Staff urged him to call them to discuss details. Commissioner Hostler suggested development incentives for utilization of fossil fuel for heat or energy (allowing wind turbines). Staff urged him to identify specific issues so they can

look at the Code and address issues that might be deterrents. He also suggested pursuing an 'urban forest'. Staff suggested that he contact the Environmental staff [Stormwater Department] since this is more their purview.

**NEW/OLD BUSINESS/STAFF REPORT:** Mr. Brown reported that Council had changed the threshold on ADUs back to 750 square feet. He explained why. He then reported that Marion County Economic Development Team and the Marion County Commissioners have decided that they will grant each city \$15,000 for three years for a total of \$45,000 for very general economic development purposes. There have been several things suggested including prepping the land north of the stadium to hiring a consultant for establishment of employment lands.

**COUNCIL LIAISON REPORT:** Councilor Freeman reported on the recent Council meeting wherein the camping ordinance was addressed, the Charter Review Committee meeting and announced the upcoming Work Session, West Keizer Neighborhood Association meeting, the First Citizen Award Banquet and the subject for the next Community Conversation. She urged everyone to volunteer for the 'Point in Time' project,

**COUNCIL REPRESENTATIVE:** Matt Lawyer will report to Council.

**ADJOURN:** The meeting adjourned at 7:40 p.m.

***Next Meeting: February 12, 2020***

Minutes approved: 02-12-20