



**KEIZER PLANNING COMMISSION
MEETING MINUTES
Wednesday, August 12, 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
Crystal Wilson, Vice Chair
Jeffrey Watson
Garry Whalen
Mark Caillier
Frank Hostler
Jeremy Grenz

Council Liaison Present:

Councilor Freeman

Staff Present:

Shane Witham, Interim Community
Development Director
Shannon Johnson, City Attorney

APPROVAL OF MINUTES: Jeffrey Watson made a correction and moved for approval of the June 2020 Minutes as corrected. Jeremy Grenz seconded. Motion passed as follows: Lawyer, Caillier, Grenz, Whalen, Watson, Wilson and Hostler in favor.

APPEARANCE OF INTERESTED CITIZENS: None

PUBLIC HEARING: Revisions to the Keizer Development Code to amend Section 2.122 (Flood Plain Overlay Zone) and Section 1.200 (Definitions) to update the Flood Plain Overlay Zone for consistency with State requirements

Chair Lawyer opened the Public Hearing.

Interim Community Development Director Shane Witham reviewed proposed changes for definitions including the possibility of changing the location of the definitions. He explained that after staff began to attempt to make the necessary changes to Section 2.122 it became apparent that they would just need to start over but the general standards would not be changed. He noted that there are two areas that were left out of the proposed Section 2.122: (1) the existing floodplain section 2.122.06 O which refers to the Willamette River Riverwall (page 17), and (2) section 2.122.06 N referring to Critical Facility (page 17). Both need to be included in the new code. This will necessitate the definition for 'critical facilities' being added to the definitions at the beginning of the section.

Discussion followed regarding definition locations, provisions, conditional letters of map amendment, violations, illustrations, regulation, the 50 cubic yard fill limitation, and the differences between stick-built homes, manufactured homes and foundation homes.

With no further testimony Chair Lawyer closed the Public Hearing.

Commissioner Caillier moved that the Planning Commission recommend to Council the proposed text amendments to Sections 2.122 and 1.200 as outlined by the staff report and as amended to include the two items recommended by Mr. Witham. Commissioner Whalen seconded. Motion passed unanimously as follows: Lawyer, Caillier, Grenz, Whalen, Watson, Hostler and Wilson in favor.

NEW/OLD BUSINESS/STAFF REPORT: Mr. Witham reported that

- The story pole is being carved.
- The Cost of Growth Impact on The Transportation System Study report is expected soon.
- The intergovernmental agreement for the Buildable Lands Inventory/Housing Needs Analysis (BLI/HNA) has come in. This will facilitate an update to the BLI/HNA which will incorporate the changes adopted by the River-Cherry Overlay. The overall goal is to adopt the BLI/HNA and amend the Comp Plan accordingly. Planning Commission will be asked to work on this with Council in Work Sessions.
- September meeting will review efficiency measures and their impacts. Planning Commission will be asked to assess what staff should focus on for an October public hearing.

COUNCIL LIAISON REPORT: Councilor Freeman reported on the recent Council meeting and announced upcoming ones, and reported that Councilors Smith and Herrera will be the lead councilors on getting the word out about the Charter Review adoption on the General Election ballot.

OTHER BUSINESS: None

COUNCIL REPRESENTATIVE: Garry Whalen will report to Council.

ADJOURN: The meeting adjourned at 7:00 p.m.

Next Meeting: September 9, 2020

Minutes approved: 09-16-20