



**KEIZER PLANNING COMMISSION  
MEETING MINUTES  
Wednesday, August 18, 2021 @ 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  
Jeffrey Watson, Vice Chair  
Mark Caillier  
Jeremy Grenz  
Jane Herb  
Francisco Saldivar

**Absent:**

One Position Vacant

**Council Liaison Present:**

Councilor Juran

**Staff Present:**

Shane Witham, Planning Director

**APPROVAL OF MINUTES:** Commissioner Caillier moved for approval of the April and May 2021 Minutes. Commissioner Saldivar seconded. Motion passed as follows: Lawyer, Watson, Herb, Grenz, Caillier and Saldivar in favor with one position vacant.

**APPEARANCE OF INTERESTED CITIZENS:** None

**PUBLIC HEARING: Amendment to Keizer Development Code Text Amendment Case 2021-11** Section 2.102 (Single Family Residential (RS)), Section 2.103 (Limited Density Residential (RL)), and Section 2.104 (Medium Density Residential (RM)), Section 2.201 (General Standards) and Section 2.302 (Street Standards).

*Chair Lawyer opened the Public Hearing.*

Planning Director Shane Witham reviewed his staff report noting that it is appropriate to implement the efficiency measures being considered. Discussion took place regarding building permit timelines, lot consolidations, streamlining the development process, conditions requiring maintenance for private access easements, private drainage facilities, the impact of HB2001 on the charts in the Code, lot sizes, underground injection control systems, and HB2001 deadlines. Commissioners discussed at length whether these proposed changes created ambiguity because they are not reflected in the charts with Mr. Witham explaining that HB2001 changes will change many areas of the Code so any perceived ambiguity will be remedied in the coming months.

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

Commissioner Herb moved to recommend Council approve the changes to Sections 2.102, 2.103, 2.104, 2.201 and 2.302 as detailed in the staff report with the caveat that flexibility be allowed in the language for 2.302. Commissioner Caillier seconded noting

that the City Attorney would develop that language. Motion passed as follows: Motion passed as follows: Lawyer, Watson, Herb, Grenz, Caillier and Saldivar in favor with one position vacant.

**NEW/OLD BUSINESS/STAFF REPORT:** Responding to inquiry regarding final inspections, Mr. Witham explained that the County is responsible for those and they have been very flexible. Mr. Witham reported that the City had received grant funding for a consultant to assist the Planning Department in making appropriate changes to the Code in order to comply with HB2001. Commissioners indicated a willingness to meet more than once a month in order to accomplish this task.

**COUNCIL LIAISON REPORT:** Councilor Juran had no report.

**COUNCIL REPRESENTATIVE:** Jane Herb will report to Council.

**OTHER BUSINESS:** September meeting cancelled. Extra meetings considered for remainder of the year in order to work with Consultant on the HB2001 Code changes.

**ADJOURN:** The meeting adjourned at 6:56 p.m.

***Next Meeting:***  
*Wednesday, October 13, 2021*

*Minutes approved:* 10-13-21