

**SPECIAL MEETING
KEIZER PLANNING COMMISSION
MINUTES**

Wednesday, October 27, 1999

7:00 p.m.

Keizer City Hall - Council Chambers

1. CALL TO ORDER

Chair Wolf called the meeting to order at 7:36 p.m.

2. ROLL CALL

The following members were present: Bill Wolf, Dick Inman, Bruce Anderson and Jere Clancy

ABSENT: June Abbott

Also present were: Associate Planner-Maria Meier, Council Liaison-Craig Campbell, City Attorney, City Engineer-Bill Peterson and Recording Secretary-Cindy Perry

3. APPROVAL OF MINUTES/October 13, 1999

Mr. Anderson moved that the minutes of October 13, 1999 be approved at written. Mr. Inman seconded the motion and carried, all present voting aye.

4. APPEARANCE OF INTERESTED CITIZENS

No interested citizens appeared before the Commission.

5. PUBLIC HEARING

➤ Drainage Standards

Chair Wolf explained that this was a continuation of the public hearing that was held open from the hearing held October 13, 1999 and asked if there was anyone in the audience wishing to speak.

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Salem —

Eric Meuer, 385 Taylor Street NE, ~~Keizer~~ — Mr. Meuer explained that after reviewing the staff report they were in support of what was being proposed and urged the Commission to adopt the plan.

Ms. Meier reviewed the staff report with the Commission noting a recommended change on page two to read, "Prior to Marion County granting foundation inspection approval, the foundation must substantially conform to

the approved site plan and comply with the approved site drainage and grading plan as required per sections 2.306.04 and 2.306.05 of the Keizer Development Code. " Ms. Meier noted attachments to the staff report.

Responding to questions Mr. Johnson suggested that "Marion County" be removed from the above statement.

In response to concerns Mr. Peterson shared that they would be requiring as a condition of the site plan that the engineer would shoot elevations of the pins to ensure that the grading plan was being followed. Mr. Peterson indicated that language pertaining to finished floor elevations had been removed from the draft due to the difficulty in the ability to regulate.

Ms. Meier shared that the Marion County Building Inspector would assist the City in identifying the houses that may not be in compliance with the grading and drainage plans. She explained that city staff was working on a contract with Marion County because the building system was being changed. Ms. Meier indicated that the building permits would be processed through Keizer and the Marion County Building Department would do grading and drainage inspections. She noted this process would be completed within the next month.

Mr. Peterson assured the Commission that the standards they were asking to be put in place would be sufficient to meet the needs and enable proper inspections to take place.

Chair Wolf expressed his concerns that revisions of the grading and drainage plans after the final inspections would become a problem.

After a lengthy discussion it was the consensus of most of the Commissioners that if a homeowner was to make changes to a swale after taking ownership this would then become a civil matter.

Due to concerns from the audience Chair Wolf asked that audience members interested submit their comments in brief.

Eric Meuer, 385 Taylor, Keizer- Mr. Meuer indicated that the homeowner would not be establishing the final grade, the finished grade would be established by the contractor prior to the final inspection.

Ollie Allman, 7759 Timothy Lane, Keizer- Mrs. Allman shared a plan indicating a design with a swale at 1207 Keystone Loop. Mrs. Allman stated a swale was not installed at this address and requested that one be placed.

Responding to questions, Ms. Meier noted that the language in these standards would prevent this from happening in the future an occupancy permit could not be obtained if the swales were not complete.

After further discussion Chair Wolf closed the public hearing.

Mr. Inman moved to accept the drainage standards with the amendments as recommended by staff. Mr. Clancy seconded the motion.

Chair Wolf continued to express his concerns with the ability to enforce and ensure that the standards would be upheld.

Councilor Campbell indicated in the standards the City would not grant final inspection approval until compliance with the drainage plan had been met. He went on to state this was as stringent as the City could be and if any changes were to take place at the hands of the homeowner would be outside of the scope of the City's enforcement.

Chair Wolf clarified that he was concerned that the procedures with Marion County would not be put into place and felt from earlier discussions they may be relaxing standards.

Ms. Meier reassured the Commissioners by explaining what the contract with Marion County would entail.

With no further discussion Chair Wolf called for a vote to the motion.

The vote to the motion was unanimous.

Mr. Johnson indicated that they would carry the Commission's recommendation to the Council who would hold a public hearing as a Text Amendment to the Development Code.

6 ANNOUNCEMENTS AND AGENDA INPUT

Responding to questions Mr. Johnson indicated that the new appointments to the Commission would be approved by the Council at the next meeting.

7. ADJOURN

Chair Wolf adjourned the meeting at 8:25 p.m.