

CITY OF KEIZER MISSION STATEMENT
**KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY SERVICES TO
THE COMMUNITY IN A COORDINATED, EFFICIENT, AND LEAST COST FASHION**

AGENDA

KEIZER CITY COUNCIL
REGULAR SESSION

Monday, October 18, 2004
7:00 p.m.

Robert L. Simon Council Chambers
Keizer, Oregon 97303

1. CALL TO ORDER

2. ROLL CALL

3. FLAG SALUTE

4. PUBLIC TESTIMONY

*This time is provided for citizens to address the Council on any matters
other than those on the agenda scheduled for public hearing*

5. PUBLIC HEARINGS

- a) Keizer Station Master Plan – Area D and Major Variance (Setbacks)
- b) Amendment of Keizer Station Master Plan – Area A Case No. 2004-21

6. COMMITTEE REPORTS

- a) Bikeways Committee Report – Chair Hersch Sangster

7. OTHER BUSINESS

*This time is provided to allow the Mayor, City Council members, or staff an
opportunity to bring new or old matters before the Council that are not on
tonight's agenda.*

- New Business
- Old Business

8. ADMINISTRATIVE ACTION

- a) RESOLUTION – Endorsement of the Youth Compact

9. CONSENT CALENDAR

- a) **RESOLUTION** – Approving Engineer's Report for Lent Estates Street Lighting District
- b) **RESOLUTION** – Approving Engineer's Report for Barnick Road Infill Project Street Lighting District
- c) Approval of September 7, 2004 Regular Session Minutes
- d) Approval of September 13, 2004 Work Session Minutes
- e) **RESOLUTION** – Authorizing City Manager to Enter Agreement with Gelco Construction for Chemawa Road Storm Drain Improvements

10. WRITTEN COMMUNICATIONS

To inform the Council of significant written communications.

11. AGENDA INPUT

October 25, 2004

12:00 p.m. City Council Work Session

- No Meth in My Neighborhood

November 1, 2004

7:00 p.m. City Council Regular Session

- Keizer Little League Lease Agreement

November 8, 2004

12:00 p.m. City Council Work Session

November 15, 2004

7:00 p.m. City Council Regular Session

12. ADJOURN

Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at (503)390-3700 or through Oregon Relay at 1-800-735-2900 at least two working days (48 hours) in advance.



AGENDA ITEM 5a

**Keizer Station Master Plan - Area D - Major Variance
(Setbacks)**

October 18, 2004

COUNCIL MEETING: _____

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: NATE BROWN
COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT: PUBLIC HEARING: KEIZER STATION MASTER PLAN AREA D AND
MAJOR VARIANCE (SETBACKS).**

BACKGROUND:

The Application for Master Plan has been reviewed under the applicable requirements established in the Keizer Station Plan (KSP), and the Keizer Development Code (KDC). The staff report for this application is attached. The Master Plan application has been properly noticed, posted and surrounding property owners notified.

ISSUE:

The Community Development department has reviewed the application with in light of requirements in the Keizer Development Code (KDC), the Keizer Station Plan (KSP), and all other pertinent codes and standards, which has resulted in the following documentation. The documentation supports a recommendation of approval. The conditions outlined in this report are those necessary to comply with the identified requirements. These are outlined below in the text of the report, associated plans, and in the supporting documentation.

Master Plan:

Staff recommends approval of the Master Plan for Area D of the Keizer Station Plan, identified as Chemawa Station in the application materials, based on the attached findings and conditions.

Major Variance:

Staff recommends approval of a Major Variance to the Yard Setbacks specified in the IBP zone of the Keizer Development Code in one specific area, based on the attached findings and conditions.

RECOMMENDATION:

Open the public hearing, receive testimony and deliberate on the merits of the application, and close the public hearing.

Adopt the staff findings and recommendations outlined in the staff report, and direct staff to prepare an appropriate order approving the master plan and major variance, pursuant to conditions and findings set forth the attached Staff Report.



**KEIZER COMMUNITY DEVELOPMENT
DEPARTMENT
STAFF RECOMMENDATION
Master Plan/Major Variance Case No. 2004-38**

TO: Mayor Christopher and City Council Members
FROM: Nate Brown, Community Development Director
SUBJECT: Master Plan/Major Variance Case No. 2004-38
DATE: September 20, 2004

The Community Development staff reviewed the above referenced case and offers the following findings and recommendations of conditions.

I. GENERAL INFORMATION

- A. APPLICANT/OWNER:** Chemawa Station LLC (A partnership between the Confederated Tribes of the Siletz Indians and the Confederated Tribes of Grand Ronde.)
- B. AGENT:** Eric Scott
- C. PROPERTY LOCATION:** The subject property is located at the Chemawa Rd/Interstate 5 interchange. The subject property consists of Area D of the Keizer Station Plan (identified on Marion County Tax Assessor's Map as Township 6 South Range 3 West, Section 36D, Lot # 00400). (See Exhibit '1.')
- D. EXISTING PARCEL SIZE:** The subject property contains approximately 15.68 acres.
- E. EXISTING DEVELOPMENT AND PUBLIC FACILITIES:** The site is bordered on the north by Chemawa Rd, Interstate 5 (I-5) and the Salem Parkway to the east, the Portland and Western Railroad to the west, and the Salem Parkway to the south. Public water is available to the subject site. Public sanitary sewer service will be available north of the subject site upon construction of a sewer trunk line through Area A of the Keizer Station Plan. Public bus transit is provided by Salem Area Transit with Route numbers 4 and 9 currently serving the intersection of Lockhaven and McLeod. Route number 4 services the School for the Deaf, Cherriots Administrative Office, Keizer, and Whitaker Middle School.

- F. PLAN DESIGNATION AND ZONING:** The subject property is designated Campus Light Industrial on the Comprehensive Plan Map and is zoned IBP (Industrial Business Park).
- G. ADJACENT ZONING AND LAND USES:** The site is bordered on the north by Chemawa Rd, Interstate 5 (I-5) and Salem Parkway on ramp to the east, the Portland and Western Railroad to the west, and the Salem Parkway to the south. Residential properties, a church, and the Keizer Little League Fields are located across Ridge Dr NE on the west side of the railroad tracks. The proposed Keizer Station Village Center (Area A) is located across Chemawa Rd to the north of the site. The surrounding properties are zoned MU (Mixed Use) and P (Public) to the west, and EG (Employment General) to the north. Interstate 5 (I-5) and the Salem Parkway border the south and east sides of the property.
- H. PROPOSAL:** The proposal consists of two related applications Keizer Station Master Plan approval and a Major Variance request for required yard setbacks for the interior of the loop road. (See Exhibit 2.) These applications are described in more detail below.

Keizer Station Area D Master Plan

Circulation

The internal street system allows for vehicular travel within the site as well as providing access to and from major arterial streets to the north (Chemawa Road), and access to the future Keizer Station Village Center to the north.

Internal streets will have landscaping with tree lined streets and low-impact street lighting. All streets are proposed with bicycle lanes in each direction and pedestrian sidewalks, separated from the street with a five-foot landscape buffer. As a result of safety concerns, certain specific areas do not have sidewalks on one side. Sidewalk widths vary between 6, 8 and 12 feet for multi use. The proposed "Loop" road is the only public through street.

A system of internal pedestrian walkways to building structures is proposed.

Water Service

Water service will be provided by a connection to a new reservoir south of Chemawa Road NE as well as connection to the existing water mains in Tepper Lane and Lockhaven Drive. The public water system will be constructed within the realigned Radiant Drive and the right of ways for roads A, B and C in Area A, and within dedicated public right of ways or easement. Fire hydrants will be spaced between 250 and 500 feet to any point on the buildings.

Sanitary Sewer

Sanitary sewer service will be provided through a connection to the existing 21-inch sewer main at the intersection of existing Radiant Drive and Tepper Lane at the existing ball field entrance. The public sewer main will be extended through Area A as development of that area proceeds. The sanitary sewer trunk will be extended to the north property line of the subject property.

Storm Drainage

Storm drainage facilities will be provided in Area A within the public roadway system for collection and conveyance of runoff from development in the area. The project area is identified as a critical drainage basin, requiring higher runoff control standards. Area D will be required to provide water quality treatment and detention of its storm water runoff.

Landscaping

Landscaping is being provided to meet zone and Keizer Station Plan requirements as well as providing additional amenities such as plaza areas, water features and terraces. (See Exhibit 3.)

Major Variance

The applicant is requesting a Major Variance approval for reduction of front yard setback in the interior (north side) of the loop road from 20' to 10'.

II. COMMENTS

AGENCY COMMENTS:

The Public Works Department has submitted a memorandum with extensive comments and recommendations regarding the proposal (Exhibit 4.).

The Keizer Fire District has submitted the requirements of the Uniform Fire Code and are attached to this report (Exhibit 5.)

The comments from City of Salem Public Works Department; Portland General Electric; Salem-Keizer School District; Marion County Surveyor's Office; Keizer Police Department; and, The Salem Transit District are also attached to this report (Exhibit 6.)

Oregon Department of Transportation has given tentative approval for the transportation system. (See Exhibit '9')

III. FINDINGS – KEIZER STATION MASTER PLAN

Introduction

This master plan application is the second master plan proposal submitted following the adoption of the Keizer Station Plan and the related Keizer Comprehensive Plan and Keizer Development Code (KDC) amendments. A master plan is subject to a Type II-B procedure (KDC 3.101.02), which includes a public hearing and decision by the City Council. Following City Council approval of a master plan, subsequent City review of the project design and construction details shall be completed as part of the building permit approval process. This Master Plan is not governed by a Development Disposition Agreement and is subject to the IBP (Industrial Business Park) zone requirements (as opposed to the EG zone for the previous Master Plan).

The criteria that apply to a master plan range from overall master plan objectives and arrangement of uses, to landscaping, site planning, and architectural details. The master plan application provides the information required by the KDC. Because this project will occur over a number of years involving buildings for tenants which the tenants or uses are not known at this time, not all of the specific building design details are available as part of the master plan review. However, the concepts that are presented will provide a basis for specific building permit review and administrative approval.

As a result, this staff report focuses primarily on the proposed master plan proposal submitted by the applicant, as well as the overall objectives of the Keizer Station Plan and related KDC provisions. Many of the design details will be evaluated during the building permit process. It is important for the City Council's master plan decision to provide clear guidance regarding the desired outcome of the many design decisions that will be part of building permit approval for the improvements.

- A. The Review Criteria for the Keizer Station Master Plan are listed in Section 3.113.04 of the Keizer Development Code (KDC). The criteria and findings are listed below:

1. Master Plan Review

- a. ***3.113.04 A The master plan shall meet the purpose and objectives identified in the Keizer Station Design Plan.***

The purpose and objectives for Area D – Commerce Center, are identified starting on page 29 of the Keizer Station Plan and are listed below.

- a. ***Purpose: Area D (15 acres) is proposed to have a mix of industrial uses. Key issues that will need to be considered as Area D develops include:***

- ***Location and design of transportation facilities;***

- *Traffic operations at the Chemawa Interchange; and*
- *Physical constraints (e.g. power lines, utility easements and rail right-of-way) that will influence the amount of buildable land and building locations.*

b. Objectives: Development in Area D will be focused on achieving the following objectives:

- *A Source of Employment Opportunities; and*
- *Protect Traffic Operations*

FINDINGS: The proposed development in Area D includes approximately 149,724 square feet of floor area offering a combination of office/industrial (103,415 square feet) and flexible space uses defined as restaurant, gas stations and retail areas, (46,309 square feet) as specified in the IBP zone (discussed later in this report). The proposed mix of uses on the site will clearly provide new and varied employment opportunities.

The applicant's traffic consultant, City staff, the City's traffic engineer, and the City's engineer have evaluated the impact of this development on the transportation system. ODOT has indicated preliminary approval. (See Exhibit '9')The street design is based upon the input from traffic and transportation planning professionals from each of these parties.

The buildings and improvements are located so as to keep existing easement areas clear of inappropriate development.

The proposal indicates that the project will be completed in two phases with all of the office/industrial floor space construction in the 2nd phase.

c. 3.113.04 B The master plan shall meet the following standards as identified in the Keizer Station Plan in addition to standards within applicable zones:

- 1. Design standards*
- 2. Transportation system standards*
- 3. Utility standards*
- 4. Parking standards*
- 5. Landscape standards*

If a conflict exists between standards within the Keizer Station Plan and the Keizer Development Code, the Keizer Station Plan standards shall be applied.

1. Design Standards

A. Development Standards: KDC Section 2.315 Development Standards requires new development to apply for Development Review and to comply with

standards identified in KDC Section 2.315.08. These standards are intended to be objective and to serve as a guide to designers of developments during the building permit approval process. A building permit shall be issued when the proposal:

- 1. Is consistent with the Development Standards of KDC Section 2.315; and*
- 2. Is in substantial conformity to the approved Master Plan.*

Modification of a building permit application, which is not in substantial conformity with the Development Standards or the approved Master Plan, may be approved by the City Council under KDC Section 2.315.08.

- B. Other Design Standards: Design standards within the underlying zone, Industrial Business Park – Section 2.113 shall apply.*

FINDINGS: Compliance with the standards outlined in the KDC will be achieved through the building permit process. The applicant's proposal shows substantial conformance with these standards. However, this issue is discussed more in depth throughout this report.

2. Transportation system standards

The extension of transportation facilities through Area D is a key element, not only to the transportation system but also to the visual quality of the center. Accordingly, the following design features shall apply to Radiant Drive:

- A. Transportation facilities may be established to bisect Area D to provide a landscaped entry into Area D and Area A – Village activities.*
- B. Access from a potential transportation facility to adjoining property shall be controlled. The intent of Radiant Drive is to provide efficient through traffic. Signalized access connections will be located at least 600 feet apart, except where approved by the City Traffic Engineer. Additional access connections on Radiant Drive should be limited and designed to maximize the flow of traffic. All internal signalized intersections on Radiant Drive will operate at a V/C standard of 0.87 or better.*

FINDINGS: The applicant's traffic engineer has designed the transportation system to accommodate the traffic needs of Area D and of the Village Center to the north. The overall transportation system is interdependent and the loop road in area D also serves as support to that system. The applicant's proposal indicates compliance with these standards, however final construction plans of the transportation system will be reviewed at the time of permit application to insure compliance with these standards.

3. Utility Standards

In addition to the development standards of Utility Lines and Facilities – Section 2.307 the following standards shall apply to new utilities:

- A. All utilities located adjacent to transportation facilities connecting to Radiant Drive shall be located underground.*
- B. All other new utility connections and lines shall be located underground.*

FINDINGS: The applicant's proposal indicates compliance with these requirements. This is also discussed later in this report.

4. Parking Standards

The development shall be required to adhere to the parking standards as outlined in the Keizer Development Code, in the underlying zone and in Section 2.303.

FINDINGS: Compliance with this requirement is discussed later in this report.

5. Landscape standards

In addition to the development standards of Site and Landscape Design – Section 2.309 the following standard shall apply:

- A. A coordinated landscape plan shall be provided for the frontage portion of Area D along I-5 with the request for master plan approval.*
- B. Restriction on Tree Removal. From the date of adoption of this ordinance, no trees shall be removed from any property within Area D without approval from the City. The City recognizes that factors such as disease and safety concerns or other practical considerations may require the approval to remove such trees. The City otherwise may determine existing trees to remain on the property.*

- 1. Upon application for master plan approval, the applicant shall submit a tree inventory of all existing trees and trees removed since the date of this ordinance.*

FINDINGS: The applicant has submitted a landscaping plan for the entire area. The proposal does not adequately address the requirement for a coordinated landscaping plan for the frontage along I-5. The applicant will be required to demonstrate a design which coordinates the landscape design along the I-5/Salem Parkway and shall be a condition of approval.

The applicable zone within the subject site is Industrial Business Park (IBP). Section 2.113.02 identifies the various uses allowed and Section 2.113.05 defines the development standards of the IBP zone.

IBP (INDUSTRIAL BUSINESS PARK) ZONING REQUIREMENTS

SECTION 2.113 INDUSTRIAL BUSINESS PARK

2.113.02 identifies the use requirements for the IBP zone, including the permitted uses and how "Flexible Space Uses" are to be developed.

Flexible Space Uses

1. *The following uses, when restricted, developed, and conducted as required in subsection 2 below, are permitted in the IBP district*
 - a. *Food Stores (54).*
 - b. *Apparel and Accessory Stores (56).*
 - c. *Furniture, Home Furnishings and Equipment Stores (57).*
 - d. *Miscellaneous Retail; BUT EXCLUDING used merchandise stores (59).*
 - e. *Business Services.*
 - f. *Miscellaneous Repair Services.*
2. *In the Keizer Station Plan where Flexible Space uses are to be developed within the IBP district, the following development limits apply;*
 - a. *No single building shall be more than 25,000 square feet in area, with no more than 10,000 square feet to be utilized for any individual use listed in subsection (1)(a)-(d).*
 - b. *The aggregate floor area for uses devoted to food stores (54), apparel and accessory stores (56), furniture, home furnishings, and equipment stores (57), and miscellaneous retail (59) shall not exceed two percent of the total land area in the IBP district. "IBP district" is defined as IBP zoned property within the Keizer Station, including any internal public streets. In no case shall each contiguously zoned IBP district within the Keizer Station exceed 32,400 square feet of Flexible Use Space as set forth in subsections 1 (a) through (d).*
 - c. *The area developed in all flexible space uses shall in the aggregate not exceed 30 percent of the gross area of the IBP district.*
 - d. *Any outdoor storage area shall:*
 - i. *Be no more than 3,000 square feet per building and shall not be aggregated with the storage of another building;*
 - ii. *Be enclosed with a sight-obscuring fence or wall;*

- iii. *Have at least one side conterminous with the building that it serves;*
- iv. *Have no opening within fifty feet and visible from any property boundary; and*
- v. *Meet the other applicable requirements of this ordinance.*
- e. *Loading doors shall have no opening within seventy five feet and visible from any street or property boundary.*
- f. *Buildings fronting a street and within fifty feet of an abutting property shall have glass frontage not less than thirty-five percent of the area of the street front wall.*
- g. *All buildings shall be capable of development as flexible industrial space.*

FINDINGS: While specific uses are not yet determined, the applicant's proposal shows a mix of uses which meet with these provisions.

2.113.05 Development Standards

- A. *Design Standards – Unless specifically modified by provisions in this Section, buildings located within the IBP zone shall comply with the Development Standards in Section 2.315.*

FINDINGS: This criterion is addressed later in this report.

- B. *Location Standards.*

- 1. *Each IBP district shall have direct access onto an arterial or collector street.*
- 2. *Access to a local street abutting the district shall not be permitted from any lot within the IBP district; except that, access may be permitted to a local street if 75 percent of the property is zoned industrial or designated industrial in the Keizer Comprehensive Plan along both sides of the street for a distance of 600 feet from the center line of a proposed access in both directions along the street, or for the distance from said centerline to the next intersecting arterial or collector street in both directions, whichever is less.*
- 3. *Calculation of the percent of industrial property shall be based upon the street frontage of properties having frontage on the local street within the described distance of the centerline of the proposed access.*
- 4. *The Zoning Administrator may require street right-of-way and improvements for streets abutting or within the IBP district in accordance with the Development Code, except that for local streets to which access is not allowed under 2. above, the Zoning Administrator may only require right-of-way dedication, and not improvements.*

FINDINGS: The subject site will have direct access to Chemawa Rd, which is identified on the Transportation System Plan as a Major Arterial. New streets are proposed for the development which access to the proposed buildings. The applicant's proposal shows compliance with these standards.

- C. *Height. Within the IBP district buildings and structures erected, altered or enlarged shall not exceed 100 feet in height, except for the area within 50 feet of any residential zone where the maximum height shall be 15 feet.***

FINDINGS: The applicant's proposal indicates that no buildings proposed will exceed 100 feet in height. There are no residential zones within 50 feet of the subject site. Therefore, the 15 foot height limitation is not applicable.

- D. *Lot Area and Dimensions. There are no minimum lot area requirements in an IBP district.***

FINDINGS: The proposal is not restricted as to lot area or dimensions.

- E. *Yards Adjacent to Streets. Within an IBP district:***

- 1. *Along the full extent of each lot line adjacent to a street, there shall be a required yard 20 feet in depth.***
- 2. *Setbacks for accessory building and structures, except fences, shall be the same as for primary buildings.***
- 3. *No parking will be allowed in required yards.***
- 4. *No buildings or structures except transit shelters approved by the Salem Area Transit District shall be permitted in a required yard adjacent to a street.***

FINDINGS: The applicant has applied for a variance to reduce the required yard of 20 feet in depth, down to 10 feet for the development on the north side of the proposed "Loop" road. In all other areas the proposal meets the yard setback requirements. Approval of the variance will be required in order to meet this requirement.

- F. *Yards Adjacent to Other Districts.***

- 1. *Where an IBP district within the Keizer Station Plan abuts any other district, except another "I" district, directly or across an alley, there shall be a required yard 40 feet in depth adjacent to the lot line separating the IBP district from the abutting district.***
- 2. *Where an IBP district not within the Keizer Station Plan abuts any other district, except another "I" district, directly or across an alley, there***

shall be a required yard 15 feet in depth plus 1 foot of depth for each foot of building height over 10 feet, adjacent to the lot line separating the IBP district from the abutting district.

3. *Where an IBP district within the Keizer Station Plan abuts another "I" district, directly or across an alley, there shall be a required yard 20 feet in depth adjacent to the lot line separating the IBP district from the abutting district.*
4. *No buildings or structures shall be permitted in a required yard adjacent to an abutting district.*
5. *All parking shall be set back at least 20 feet from the lot line separating the IBP district from the abutting district.*
6. *Driveways shall be set back at least 20 feet from the lot line separating the IBP district from the abutting district, except where the driveway provides direct access to the abutting property or to a street.*

FINDINGS: The subject property is surrounded by a public street, I-5, and, the railroad and does not abut any other zoning districts directly or across an alley. Therefore, there are no additional requirements due to adjacent zoning districts.

G. *Side and Rear Yards. Notwithstanding Section 2.113.05.F, There are no side or rear yard requirements in the IBP district except:*

1. *As may be required for a yard adjacent to another district as defined above.*
2. *Where a side or rear yard is not required but is provided it shall:*
 - a. *Be at least ten feet in depth;*
 - b. *Not include buildings, structure, parking or driveways; and*
 - c. *Be landscaped.*
3. *Driveways and accessways shall set back at least ten feet from the internal property lines, except where the driveway or accessway provides direct access to an adjacent street, or where a common driveway is provided along a lot line between two separately owned properties. In case of the latter exception, at least ten feet of landscaped yard shall exist parallel and along each side of the common driveway.*

FINDINGS: The proposed development demonstrates compliance with side yards of 10' which exclude structures and paved areas.

H. *Lot Coverage. Each lot within an IBP district shall have a least 20 percent of its gross area landscaped; that portion of the required yards, which are landscaped, may be included in the calculation to meet the 20 percent landscaped area.*

FINDINGS: The applicant's landscaping plan and written statement indicate that 27% of the property will be landscaped.

I. Open Storage

1. *Open storage of materials and equipment is prohibited in required yards, but is otherwise permitted provided that such storage is enclosed with a sight-obscuring fence, wall or berm at least six feet in height, or a sight obscuring hedge no less than four feet in height and capable of obtaining a height of six feet within two years, any of which shall be located on the property at the required set back line in the same manner as if such berm, fence, wall, or hedge were a building.*
2. *Materials and equipment stored as permitted in this section shall be no more than 14 feet in height above the elevation of the storage area.*

FINDINGS: This is a development requirement and compliance with these standards will be ensured through the building permit review process.

J. Landscaping

1. *Landscaping shall meet the requirements of the Keizer Development Code as well as the following requirements.*
2. *Required yards shall include the following plant materials:*

*Number of Plant Units or Square Feet of Living Ground Cover
Per 1000 Square Feet of Landscaped yard*

<i>Plant Type</i>	<i>Boundary of IBP District</i>	<i>Other Locations</i>
<i>Trees</i>	<i>2</i>	<i>1</i>
<i>Shrubs</i>	<i>5</i>	<i>3</i>
<i>Evergreens and Conifers</i>	<i>1</i>	
<i>Living Ground Cover</i>	<i>500 sq. ft.</i>	<i>500 sq. ft.</i>

3. *Plant units shall be distributed not less than two units per each 100 linear feet of boundary or lot line and each ten feet of depth.*
4. *Plant units meeting the above standards shall also be planted and maintained in any planting strip or area within the public right of way adjacent to a use. Trees within the planting strip shall be in conformance with City standards for street trees.*

FINDINGS: The applicant's landscaping plan shows compliance with these standards. However, as a condition of approval trees which abut street improvements and parking

and loading areas should be a minimum 2" caliper as opposed to the minimum requirement of 1 1/4" to minimize potential damage to the trees in accordance with industry standards.

K. Off-Street Parking and Loading. *Within an IBP district all uses shall meet the requirements of the Parking Chapter of the Keizer Development Code as well as the additional requirements of this section:*

1. Parking

- a. *All parking shall be set back at least ten feet from all interior property lines.*
- b. *Transit stop(s) approved, as to location, design and construction, by the Keizer Area Transit District may satisfy five percent of the parking space requirements for building sites located within 400 feet of any such transit stop(s).*
- c. *A ride sharing program approved by the Director of Public Works may satisfy five percent of the parking space requirements.*
- d. *Bicycle parking at a ratio of one bicycle space for each twenty vehicle parking spaces may satisfy three percent of the parking space requirements.*

2. Loading

- a. *All loading spaces shall be screened from adjacent property by a sight-obscuring fence, wall, hedge, or berm at least four feet in height.*
- b. *Loading docks and loading doors shall be screened from the street by landscaping and shall be offset from driveway openings.*

FINDINGS: The proposal indicates compliance with all parking and loading requirements.

L. Lighting. *Exterior lights fixtures shall be so located and designed that the light source, viewed by an observer five feet above the ground and five feet outside the boundary of the IBP district, shall within 50 feet of the base of the light standard be either:*

1. *Completely shielded from direct view, or,*
2. *Not greater than five foot candles.*

FINDINGS: The applicant has submitted a lighting plan which shows conformance with these standards.

SECTION 2.125 ACTIVITY CENTER OVERLAY ZONE (ACO)

2.125.04 Keizer Station Plan Development Standards – IBP Zone

For any project for which the projected average daily traffic will exceed 250 vehicle trips per day, in accordance with the Institute of Traffic Generation Manual, a traffic impact analysis will be required and a written explanation how negative impacts will be mitigated.

FINDINGS: The applicant has submitted, in conjunction with Area A of the Keizer Station Plan, a Traffic Impact Analysis and is part of the record.

2.125.05 Keizer Station Plan Development Standards – IBP Zone

All development within the Keizer Station Activity Center, which is zoned Industrial Business Park (IBP) shall be subject to the following additional requirements.

- A. Specific Use Restrictions.** *A limitation of the total floor area of specified IBP uses applies to all of Area A – Sports Center and Area D – Commerce Center of the Keizer Station Plan. The uses identified in Sections 2.113.02 (J) and (N) shall be subject to the following total floor area limitations:*
 - 1.** *15,000 square feet in Area A - Sports Center; and*
 - 2.** *70,000 square feet in Area D – Commerce Center.*
- B. Flexible Space Uses.** *The following uses, when restricted, developed, and conducted as required in Section 2.113.02 N. 2. are also permitted in the IBP district:*
 - 1.** *Within Area A “Sports” of the Keizer Station Plan boundary:*
 - a.** *Recreational Vehicle Parks and Campsites (7033), provided, however, that such uses are not subject to the limitation in Section 2.113.02 N. 2. (c).*
 - 2.** *Within Area D of the Keizer Station Plan boundary:*
 - a.** *General Merchandise Stores (5399).*
 - b.** *Gasoline Service Stations (554) in accordance with Section 2.419.*

FINDINGS: The total area indicated on the plans as flex space (Tenant I, Retail, Tenant II, Tenant III, Building I and part of Building VII) total 38, 809 square feet, which is well below the maximum of 70,000 square feet set in Section 2.125.05.A.2.

2.125.06 Keizer Station Plan Prohibited Uses – IBP and EG Zones

The following uses are prohibited on properties within the Keizer Station Plan boundary, which are zoned IBP or EG:

- A. Manufacturing of grain mill products (204)*
- B. Manufacturing of biological products, except diagnostic substances (2836)*
- C. Soaps, detergents, and cleaning preparations, perfumes, cosmetics, and other toilet preparations (284)*
- D. Miscellaneous plastic products (308)*
- E. Motor freighting (42)*

FINDINGS: The proposal indicates no prohibited uses are proposed.

2.125.07 Conditions of Approval

The City may attach conditions to any development within an Activity Center to achieve the following objectives:

A. Transit Orientation. *The development shall emphasize transit usage by residents, employees and customers. This may require:*

- 1. Orienting building and facilities towards transit services.*
- 2. Minimizing transit/auto conflicts.*
- 3. Encouraging transit supportive uses.*
- 4. Minimizing walking distance to transit stops.*
- 5. Avoiding excess parking areas.*
- 6. Encouraging shared parking and structures or understructure parking.*

FINDINGS: The Transit District has indicated that the location of transit facilities shall be accomplished at time of permitting process. Coordination with the District shall be a condition of permit issuance.

B. Pedestrian/Bicycle Circulation. *The development shall facilitate pedestrian/bicycle circulation. This may require:*

- 1. Providing efficient, convenient, and continuous pedestrian and bicycle transit circulation systems, linking developments with the Activity Center facilities, and surrounding development.*
- 2. Separating auto and truck circulation and activities from pedestrian areas.*
- 3. Pedestrian-oriented design.*
- 4. Pedestrian amenities.*
- 5. Bicycle parking.*
- 6. Outdoor lighting.*

FINDINGS: The applicant's proposal shows a pedestrian/bicycle system which provides for circulation not only within Area D, but also connecting to Area A. In addition to the pedestrian/bicycle pathways bike lanes are proposed as a part of the street improvement design. The applicant shows connection to the Regional Multi-Use/Bike pathway adjacent to Salem Parkway. This connection is important in order to facilitate implementation of the Transportation System Plan goals and shall be a condition of approval.

C. *Coordination. Coordination of development within an Activity Center area. This may require:*

- 1. *Continuity and/or compatibility of landscaping, circulation, access, public facilities, and other improvements.***
- 2. *Siting and orientation of land uses.***
- 3. *Frontage roads or shared access.***

FINDINGS: The circulation pattern, developed in conjunction with Area A, is compatible and shall be limited to that coordinated plan. The landscaping standards shall also be consistent with those established in Area A. The orientation and siting of uses is consistent with those specified in zoning requirements. Architectural design must be consistent with standards imposed on Area A.

D. *Compatibility. Developments within the Activity Center should be compatible with, and complement the surrounding neighborhood. This may require:*

- 1. *Sensitive use of landscaping, building heights, building scale, materials, lighting, circulation systems, and architectural features.***
- 2. *Buffering of adjacent residential uses***

FINDINGS: Due to the interconnection with other areas within the Keizer Station, sensitivity must be used in architectural design, circulation patterns, landscaping and site amenities to achieve desired compatibility between developments. The proposal demonstrates this sensitivity in providing site amenities such as plaza/outdoor seating areas and water features. The design of the buildings, although different in character, must demonstrate a consistent level of human scale, variation in building planes and building materials.

SECTION 2.302 STREET STANDARDS

2.302.03.A. General Requirement. *The location, width, and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and to the proposed use of the land to be served by the streets.*

FINDINGS: The proposed development features two new streets within the development. The location, width and grade of the proposed streets are designed to promote public convenience and safety for the development.

All new streets shall be constructed to the requirements of the City of Keizer Department of Public Works Design and Construction Standards and in conformance with the final Transportation Impact Analysis adopted for the Keizer Station Plan. Preliminary construction specifications and plans for all transportation mitigation measures necessary to satisfy the improvements identified in the "Transportation Impact Analysis, Keizer Station Plan" for all street construction, including retaining walls, fencing, landscaping, sidewalks, signing, etc. shall be submitted to the Department of Public Works for review prior to submitting final plans for approval. The Department of Public Works will review the proposed plans and make recommendations for any additional work and coordination with other development in the area as needed.

2.302.03.B. Continuation of Streets. *Development proposals, including subdivisions and partitions, shall provide for the continuation of, and connection to, streets where necessary to promote appropriate traffic circulation in the vicinity of the development. Where necessary to give access or permit a satisfactory future division of adjoining land, streets and utilities shall be extended to property boundaries to allow the future extension of streets and infrastructure. A temporary turnaround shall be constructed for stub streets in excess of 150 feet in length.*

No street or utility extensions are required when any of the following circumstances exist:

- 1. Less than three additional existing or future lots on adjoining parcels would gain access from the extension. For purposes of this criterion, the size of said future lots shall be no greater than two times the minimum lot size of the zone.*
- 2. Parcel shape or size prevents new lots from meeting lot width or depth standards when a public street or infill street is proposed through the parcel.*
- 3. Partial-width streets where adjoining development would provide a full-width public street or infill street; does not eliminate the need for variances to lot depth or width requirements.*
- 4. Natural physical obstructions or barriers, such as parkland, floodplain, slopes, or significant trees, make access and connectivity unreasonable or impracticable.*
- 5. Providing access and connectivity to one or more adjoining parcel(s) would not be useful given that at least one of the following conditions exist:*
 - a. A future street plan demonstrates that adequate access and connectivity is provided from the adjacent parcel(s).*
 - b. The development potential of the adjoining parcel(s) is (are) limited due to physical or jurisdictional constraints to such a degree that connectivity is unreasonable or impracticable.*

FINDINGS: The proposed development provides the necessary street and pedestrian/bicycle connections to adjoining properties. It will include construction of an underpass of Chemawa Road that will connect to Area A Village Center and new intersection design at Chemawa and the previous location of Radiant Drive.

2.302.03.C. Alignment. *All streets other than minor streets or cul-de-sacs, as far as practical, shall be in alignment with existing streets by continuation of the existing centerlines. The staggering of street alignments resulting in "T" intersections shall, wherever practical, leave a minimum distance of 200 feet between the center lines of streets having access way facilities the same direction and otherwise shall not be less than 100 feet.*

FINDINGS: The proposed streets meet these requirements.

2.302.03.D. Future extension of streets. *When it appears possible to continue a street, bicycle path and/or pedestrian accessway into a future subdivision, adjacent acreage or area attractors such as schools and shopping centers, streets, bicycle paths and/or pedestrian access way facilities shall be platted and built to a boundary of the subdivision. The street may be platted without a turnaround unless the Public Works Department finds a turnaround is necessary for reasons of traffic safety. Any street extension exceeding 150 feet in length shall be provided with an approved turnaround as set forth in Section 902.2.2.4 "Dead Ends" of the Uniform Fire Code, 1994 edition.*

FINDINGS: The loop road does not end and the other stub street ends in a large bulb turnaround, and the property is fully constrained in its access ability from other properties. The proposed circulation plan provides connectivity with existing transportation system.

2.302.03.I. Street Names. *Street names and numbers shall conform to the established standards and procedures in the City.*

FINDINGS: Street names must be approved by the City of Keizer. A Street Name Application must be completed and submitted for approval. No final plat shall be released without approved street names. Due to the significance of this development as a landmark of the City of Keizer, street names should also receive approval of the City Council.

2.302.03.J. Grades and Curves. *Grades shall not exceed 7 percent on arterials, 10 percent on collector streets or 15 percent on any other street. Street grades of 15 percent shall not exceed 200 feet in length. To provide for adequate drainage, all streets shall have a minimum slope of 0.5 percent. On arterials there shall be a tangent of not less than 100 feet between reversed curves.*

FINDINGS: The proposed arterial street grades are relatively flat and in no case do they exceed 7%. All streets have a minimum profile grade of 0.60.

2.302.03.K. Frontage Streets. *If a development abuts or contains an existing or proposed arterial or collector street, the City may allow frontage streets, or may require reverse frontage lots with suitable depth, screen planting contained in a non-access reservation along the rear or side property line, or such other treatment as may be necessary for adequate protection of residential properties, to afford separation of through and local traffic, and to preserve the capacity and safety of the collector or arterial street.*

FINDINGS: The proposal provides for an access road along the west property line. This however, is separated from residential areas by both the Railroad and Ridge Drive. No additional buffering, other than landscaping would be required.

2.302.03.L. Alleys. *Alleys shall be provided in commercial and industrial zones unless other permanent provisions for access to off-street parking and loading facilities are provided. The corners of alley intersections shall have radii of not less than 10 feet.*

FINDINGS: No alleys are proposed. The site provides adequate access to off-street parking and loading facilities.

2.302.03.M. Street Landscaping. *Where required as part of the right-of-way design, planting strips shall conform with the following standards:*

- 1. Street trees shall be planted at a ratio of no less than one tree per 30 feet of property frontage. Street trees shall conform with the list of acceptable trees included in the City's Street Tree Ordinance. Installation of street trees shall be included in any improvement agreement covering the installation of public facilities and services on a property.*
- 2. Planting strips shall be planted and maintained in predominantly living groundcover materials with hard surfaces consisting of bricks, pavers, rocks, decorative concrete work, etc., only being included as part of an overall landscape design where living plant material is predominant. In no case shall asphalt be used within the planting strip.*

FINDINGS: The conceptual landscaping plan indicates that street trees shall be planted with 30-foot spacing using identified varieties. The plan specifies 1 ¼ inch caliper sizes. Although this caliper is the minimum city requirement, a minimum caliper of 2 inches should be used in areas subject to damage along walkways and streets and is consistent with the standards set in Area A. 1 ¼ inch caliper trees are much more susceptible to damage and vandalism.

2.302.04 GENERAL RIGHT-OF-WAY AND IMPROVEMENT WIDTHS *The standards outlined in this section shall be the minimum requirements for all streets, except where a variance is requested as permitted under Subsection 2.202.05.*

FINDINGS: The right of way width is the responsibility of the Department of Public Works to be consistent with the standards adopted by the City. Within those standards the Public Works Director has the ability to determine specific design elements within those standards.

SECTION 2.303 OFF-STREET PARKING AND LOADING

2.303.6 Off-Street Automobile Parking Requirements. *Off-street parking shall be provided in the amount not less than:*

- *Retail store: 1 per 300 square feet*
- *Service repair center; retail store handling bulky merchandise (e.g. furniture): 1 per 900 square feet*
- *Bank, offices, medical clinic: 1 per 300 square feet*
- *Eating and drinking establishment: 1 per 250 square feet*
- *Hotel: 1 space per guest room*

2.303.6 B and C Additional Off Street Automobile Parking Requirements.

1. ***Parking Reduction.*** *The number of minimum required parking spaces may be reduced by up to 10% to redevelop the existing parking area for transit related uses including transit stops, pull-outs, shelters, park and ride lots, transit oriented developments and similar facilities where appropriate. The redevelopment area shall be abutting a street with transit service. (5/98)*
2. ***Parking Increase.*** *The number of minimum required parking spaces shall not be increased by more than 50%.*

FINDINGS: The master planned area contains a public road which bisects the property. This creates two separate areas which are used when calculating such things as parking space requirements as well as signage requirements. Parking area calculations have been provided by the applicant and indicate substantial conformance with this standard in the area outside of the loop road.

The area within the loop road (between the loop road and Chemawa Rd) shows a total of 122 parking spaces. The maximum allowed based upon the plans submitted is 108. The application shows a total of 13,659 square feet of retail and 6,400 sq ft of food service (eating and drinking establishment) area. The minimum parking spaces required are 72 spaces; the maximum is 1.5 times that figure. The number of stalls in this area must comply with the range that is allowed by the Keizer Development Code. The number of parking spaces may

vary dependent upon the size and type of businesses and a final number cannot be determined until plans are submitted for building permits. The applicant has agreed to designate all stalls in excess of the maximum allowed for the use of Park and Ride. This total is currently shown at 14 but may vary slightly. These spaces shall be designated as "Park and Ride" between the hours of 7:00 am and 5:00 pm Monday through Friday. These stalls, therefore, would not be counted as those required or allowed for the retail and eating and drinking establishment. Staff strongly supports and encourages the applicant providing stalls for this important use.

2.303.08.A Bicycle Parking *Bicycle Parking shall be required in all public and semi-public, commercial and industrial development as well as park-and-ride lots. Bicycle parking shall be provided in the following amounts:*

- *Retail store: 1 per 10 required vehicle parking spaces with a maximum of 6 required*
- *Service repair center; retail store handling bulky merchandise (e.g. furniture): 1 per 30 required vehicle parking spaces with a maximum of 6 required*
- *Bank, offices, medical clinic: 1 per 20 required vehicle parking spaces with a maximum of 6 required*
- *Eating and drinking establishment: 1 per 20 required vehicle parking spaces with a maximum of 6 required*
- *Hotel: 1 per 40 required vehicle parking spaces*

Exemptions. *The following uses are exempt from the bicycle parking requirements:*

- *Seasonal or temporary businesses. (5/98)*
- *Drive-in theaters*
- *Self-storage facilities*
- *Automobile oriented businesses such as automobile service stations, automobile repair shops, restaurants without seating facilities (either indoors or outdoors), or oil and lubrication services, but excluding automobile retail businesses such as dealers or auto parts stores.*

FINDINGS: The plan indicates the location and number of bicycle parking spaces however, no specific information has been provided by the applicant regarding the type design of the bicycle rack. The Keizer Development Code sites specific standards that serve the intent of the Keizer Station Plan and will be reviewed as a part of building permit approvals.

2.303.09 Carpool and Vanpool Parking. *New office or industrial development with 100 or more parking spaces shall designate at least 5% of the parking spaces for carpool or vanpool parking. These designated spaces shall be the closest parking spaces to the building entrance normally used by employees, with the exception of handicapped parking spaces. The carpool/vanpool spaces shall be clearly marked "Reserved - Carpool/Vanpool Only" along with specific hours of use. Any other use*

establishing car and vanpool spaces may reduce the minimum parking requirement by 3 spaces for each carpool/vanpool space created.

FINDINGS: The proposal indicates compliance with the number of spaces required. The location of these spaces, however, shows their placement to be in locations other than those closest to the building entrance normally used by employees. The language of the Keizer Development Code is specific; however, the specific designs of the buildings have not been set. This requirement shall apply to each of the buildings at time of construction.

The applicant does not wish to apply the ability to reduce the minimum number of parking spaces required by increasing the number of carpool/vanpool spaces as allowed by this criterion.

2.303.10 Off-Street Loading Requirements *All other commercial or industrial buildings shall require a minimum loading space of 12 feet wide, 30 feet long, and 14 feet high in the following amount: for buildings containing over 5,000 square feet of gross floor area, 1 space; for each additional 40,000 square feet of gross floor area, or any portion thereof, 1 space.*

FINDINGS: The office/industrial spaces in the proposal (buildings 2-7) are as yet not defined as specific tenants. As such, the loading areas have not yet been specifically identified. Concern should be given when locating the loading areas in conjunction with the limitations of delivery truck mobility.

2.303.11 Parking and Loading Area Development Requirements

A. Surfacing. *All driveways, parking and loading areas shall have a durable, hard, dust free surface built to Department of Public Works standards.*

FINDINGS: Pavement conforming to adopted City of Keizer Department of Public Works standards shall be required as part of the building permit and public improvement permit processes.

B. Parking Spaces

- 1. Dimensions.** *Parking spaces shall be a minimum 9 feet wide and 18 feet in length.*
- 2. Compact Spaces.** *Compact parking spaces, at a reduced width of 8.5 feet, shall be permitted on sites with more than five (5) parking spaces. No more than 30% of the required parking shall be compact spaces and each space must be identified as a "Compact Space."*

FINDINGS: The proposal appears to meet these requirements. The parking space dimensions must be verified during the building permit review process.

C. Aisle *The following minimum aisle dimensions shall apply:*

1. *Without adjacent parking:*
 - b. *One-way: 12 feet*
 - c. *Two-way: 22 feet*
2. *With adjacent parking:*

PARKING ANGLE	DRIVEWAY WIDTH
<i>0 to 40</i>	<i>12 feet</i>
<i>41 to 45</i>	<i>13 feet</i>
<i>46 to 55</i>	<i>15 feet</i>
<i>56 to 70</i>	<i>18 feet</i>
<i>71 to 90</i>	<i>24 feet</i>

FINDINGS: The proposal appears to meet these requirements. The driveway dimensions will be verified during the building permit review process.

D. Screening *When any public parking or loading area is within or abuts a residential zone along a side or rear lot line, the parking or loading area shall be separated from the lot line by a 20 foot landscaped yard, or shall be screened from the residential property with an ornamental fencing or wall of at least 4 feet in height.*

FINDINGS: The property does not abut any residentially zoned properties; therefore this criterion does not apply.

E. Lighting *All lighting shall be directed entirely onto the loading or parking area and away from any residential use. The lighting shall not cast a glare or reflection onto the public rights-of-way.*

FINDINGS: The residential properties to the west are separated by the railroad right-of-way. The proposed lighting plan demonstrates that the proposed site lighting will not provide any significantly measurable light beyond the property lines. Care must be taken however, that no light source be directly visible from residential properties. Any such light source must be shielded.

F. Landscaping *A tree shall be planted for every eight lineal parking spaces not located adjacent to a building. The planting space shall measure no less than 4 feet square and be surrounded by concrete curbing. The plant shall be of a species that the root system will not interfere with underground utilities or the*

parking surface, and, is capable of achieving a 15 foot radius. The specific planting enclosure and appropriate tree selection will be provided by the City.

FINDINGS: The site plan shows that one tree has been supplied in parking areas for every eight parking stalls. This requirement shall be a strict condition of approval. Compliance with this requirement will be verified with each building permit.

G. Traffic Flow. *Service drives to off-street parking areas shall be designed and constructed to allow flow of traffic, provide maximum safety of traffic access and egress and the maximum safety of pedestrians and vehicular traffic on the site.*

FINDINGS: The access to and from the various parking lots is controlled and designed to provide suitably spaced street or driveway intersections. This design will provide for safe and efficient traffic flow throughout the site.

H. Entrance/Exits. *Service drive exits shall have a minimum vision clearance area of 15 feet from the intersection of the street and driveway.*

FINDINGS: The entrances all appear to have adequate vision clearance. The landscaping plan and the applicant's written statement indicate that ongoing maintenance of the landscaping, including the vision clearance areas will be essential to maintain the type of landscape and aesthetic standards established in the Keizer Station Plan.

I. Bumper Rails. *Parking spaces along the outer boundaries of a parking area shall be contained by a curb or a bumper rail to prevent a motor vehicle from extending over an adjacent property, a street, or a sidewalk. The bumper shall be at least 4" high and located a minimum of 3 feet from the property line.*

FINDINGS: To create a level of landscaping and aesthetic standards all paved areas must be bordered with a curbing 6 inches high.

SECTION 2.305 TRANSIT

2.305.01 Location Requirements

A. Siting Requirements. *The location of transit facilities shall be based upon the size and trip generation potential of major new development adjacent to a transit street. Section 2.305.02 outlines the maximum transit facilities that may be required by the City. Determination of specific requirements will be made on a case by case basis for each development by evaluation the following factors:*

- 1. Expected transit ridership generated by a development.*
- 2. The level of existing or planned transit service adjacent to the development. Planned transit service is defined as service that is planned to be established within*

five years after the completion of development according to the latest officially adopted transit plan by the Transit District.

3. The location of existing facilities.

4. The proximity of other transit ridership generators.

FINDINGS: The applicant shall work with the Transit District to ensure compliance with these requirements, making adjustments where necessary to accommodate the needs of the district. The level of service shall be consistent with that level established generally in other areas within the City. The Transit District has indicated that they are working with the applicant.

2.305.02 Design Requirements *Retail /Industrial/institutional peak hour traffic trips of more than 200 require a concrete boarding pad and transit turnout.*

FINDINGS: The Transit District has indicated that they are working with the applicant. The applicant shall continue to work with the Transit District to ensure compliance with these requirements, making adjustments where necessary to accommodate the needs of the district.

SECTION 2.306 - STORM DRAINAGE

SECTION 2.306 - STORM DRAINAGE *No construction of any facilities in a development included in Subsection 2.306.02 shall be permitted until a storm drainage and erosion control plan for the project is prepared by a professional engineer, and approved by the City. These provisions shall also apply to any cut or fill on a property, which may impact the velocity, volume, or quality of surface water on adjacent property, or may impact any permanent natural body of water.*

FINDINGS: A site grading and drainage plan that complies with Section 2.306 shall be submitted for approval to the Public Works Department prior to any building permit being issued.

SECTION 2.307 UTILITY LINES AND FACILITIES

SECTION 2.307 UTILITY LINES AND FACILITIES: *To provide adequate services and facilities appropriate for development, the applicant shall meet the standards set forth in Section 2.307 of the Keizer Development Code relating to water, sanitary sewer, private utilities, street lights and easements. This is a development requirement and will be ensured during review of the construction and engineering drawings.*

FINDINGS: A public improvement plan identifying all water, sewer, utilities and easements shall be approved by the City prior to the issuance of any building permits.

Street Lights. *When required, installation of street lights shall be pursuant to the requirements of the city and the company serving the development.*

FINDINGS: The design, location and height of lighting fixtures shall be consistent with that approved in Area A of the Keizer Station Plan in order to meet the purpose and intent of the Keizer Station Plan.

Easements. *Easements shall be provided along property lines as deemed necessary by the City, special districts, and utility companies. Easements for special purpose uses shall be of a width deemed appropriate by the responsible agency. Such easements shall be designated on the final plat of all subdivisions, and on the final plat of all partitions.*

FINDINGS: All easements shall be located in the appropriate locations based on actual approved plans. No building permits shall be issued prior to approval of construction plans including easement widths and locations. The applicant desires that the loop road not be dedicated in the traditional sense but would rather be located in a public easement. (See Exhibit 7.) This would serve to maintain the entire parcel in one tract. The granting of a public easement for both access and utilities serves the same public purpose and is consistent with the portion of "Road C" in the Area A master plan approval.

The language of such easement must be written to meet all necessary legal constraints and must be reviewed and approved by the City and recorded with Marion County Clerk's Office prior to the issuance of any other permit.

The interval road, which proceeds south from the loop road, is considered as an interval access way for the development. It will require only those easement rights necessary to install and maintain the public utilities located therein, including access for maintenance of any water facilities at the southerly end of the property.

SECTION 2.308 SIGNS

2.308.08.B. Commercial and Industrial Signs, Integrated Business Centers:

1. *Total allowed area. For wall, canopy and projecting signs on individual businesses within an integrated business center, one and one-half square feet of total allowed sign area for each lineal foot of building frontage for the individual business, up to a total maximum of 150 square feet per business. Individual businesses may not assign their unused allowed area to other businesses in the integrated business center. Free standing signs are permitted only as set forth below and in Section 2.308.08.C.*
2. *Free-standing Sign. For each integrated business center, 1 free-standing sign per street frontage not to exceed 100 square feet in area. Free-*

standing signs shall not exceed one sign on each frontage and shall be oriented to face the traffic flow on the street upon which then front.

3. Maximum sign height:

- a. Wall and canopy signs shall not project above the parapet or roof eaves.*
- b. Free-standing signs: 20 feet.*

FINDINGS: The proposal indicates compliance with all requirements of the sign code with regard to wall, canopy and projecting signs. Individual sign zoning permits will be required prior to the installation of any signage for the proposed businesses.

The specific signs have not been proposed since specific tenants have not yet been identified. The intention of the sign code is to allow up to 150 sq ft of signage at the rate of 1.5 sq ft for each lineal foot of building frontage for wall signage. It is important to note that this is calculated based on that face of the building that will allow the greatest amount of signage area. Then the owner can divide the allocation on whatever side of the building they choose. By way of example, if an individual tenant wishes to have signage on the side of the building which faces the entrance off of the parking lot as well as the side of the building facing Chemawa. They would divide the signage area allowed by calculating the side with the greatest frontage on one side and then dividing that area between each side as they choose.

This master plan contains two areas. Each area is permitted a freestanding sign for each frontage limited to a height of twenty (20) feet and a total allowed area of 100 square feet. The area is also bordered by Chemawa Road. The sign code allows a freestanding sign for each frontage providing each sign is oriented to the road it fronts. The proposal indicates the desire to locate a freestanding sign for each side of the loop road as well as one located at the entrances to the development, oriented to Chemawa Road. The application shows compliances with the intent and purposes of the Sign Code.

The applicant is proposing three separate free standing signs for the development. Each freestanding sign proposed will meet the requirements of the sign code in relation to area and height. Therefore, the freestanding signage shall be located substantially as shown on the application materials.

4. Location:

- a. Wall or projecting signs may project up to 2 feet from the building.*
- b. Free-standing signs have no location limitations except the signs shall not project over street right-of-way and shall comply with requirements for vision clearance areas and special street setbacks.*

FINDINGS: The applicant is proposing to comply with these requirements. Individual sign permits will be required prior to installation of wall signs for individual businesses and will be reviewed for compliance at that time.

SECTION 2.309 SITE AND LANDSCAPING DESIGN

2.309.03 Minimum Area Requirements. *Landscaped areas may include landscaping around buildings; in open spaces and outdoor recreation areas; in islands and perimeter planting areas in parking and loading areas; and in areas devoted to buffering and screening as required in this Section and elsewhere in this Ordinance. The following area requirements shall be the minimum areas devoted to landscaping:*

A minimum of 10% of the gross land area shall be devoted to landscaping in commercial and industrial developments.

FINDINGS: Section 2.113.05(H & J) requires a minimum twenty percent of the gross land landscaped, therefore, the more restrictive amount of twenty (20) percent applies to the master plan development.

SECTION 2.309.04 General Provisions

A. Landscaped Area. *For purposes of satisfying the minimum requirements of this Ordinance, a "landscaped area" must be planted in lawn, ground cover plants, shrubs, annuals, perennials or trees, or desirable native vegetation, or be used for other landscape elements as defined in this Ordinance.*

FINDINGS: The application indicates compliance with this requirement, and with twenty-seven (27) percent of the site in landscaped areas. This includes the plaza areas, water features and other amenities. Staff feels that the applicant has exceeded the minimum landscaping requirements and is showing the embodiment of the purposes and intent of the Keizer Station Plan.

B. Existing Vegetation. *The landscape design shall incorporate existing significant trees and vegetation preserved on the site.*

FINDINGS: See landscaping plan.

SECTION 2.309.05 Screening and Buffering

A. Screening. *Screening shall be used to eliminate or reduce the visual impacts of the following uses:*

- 1. Commercial and industrial uses when abutting residential uses.**

2. *Industrial uses when abutting commercial uses.*
3. *Service areas and facilities, including garbage and waste disposal containers, recycling bins, and loading areas.*
4. *Outdoor storage areas.*
5. *Parking areas for 20 or more vehicles for multi-family developments, or 30 or more vehicles for commercial or industrial uses.*
6. *At and above-grade electrical and mechanical equipment, such as transformers, heat pumps, and air conditioners.*

B. Screening Methods. *Screening may be accomplished by the use of sight-obscuring plant materials (generally evergreens), earth berms, walls, fences, building parapets, building placement or other design techniques.*

FINDINGS: The area is separated from all surrounding properties with significant public right-of-ways, therefore screening and buffering is not a significant issue with regard to visual impacts on surrounding uses. Individual service areas and water disposal containers must be screened from visual access from public view with either landscape materials or architecturally related walls or fencing.

C. Buffering. *Buffering shall be used to mitigate adverse visual impacts, dust, noise or pollution, and to provide for compatibility between dissimilar adjoining uses. Where buffering is determined to be necessary, one of the following buffering alternatives shall be employed:*

1. *Planting Area: Width not less than 15 feet, planted with the following materials:*
 - a. *At least one row of deciduous or evergreen trees staggered and spaced not more than 15 feet apart.*
 - b. *At least one row of evergreen shrubs that will grow to form a continuous hedge at least five feet in height within one year of planting.*
 - c. *Lawn, low-growing evergreen shrubs or evergreen ground cover covering the balance of the area.*
2. *Berm Plus Planting Area: Width not less than 10 feet, developed in accordance with the following standards:*
 - a. *Berm form should not slope more than 40 percent (1:2.5) on the side away from the area screened from view. The slope for the other side (screened area) may vary.*
 - b. *A dense evergreen hedge shall be located so as to most effectively buffer the proposed use.*
 - c. *The combined total height of the berm and hedge shall be not less than five feet.*

3. ***Wall Plus Planting Area: Width must not be less than five feet developed in accordance with the following standards:***
 - a. *A masonry wall or fence not less than five feet in height.*
 - b. *Lawn, low-growing evergreen shrubs, and evergreen ground cover covering the balance of the area.*
4. ***Other methods which produce an adequate buffer considering the nature of the impacts to be mitigated, as approved by the City.***

FINDINGS: All uses allowed in the IBP zone are by nature compatible with each other. The subject area is separated from any adjoining properties.

SECTION 2.309.06 Planting and Maintenance

- A. Planting Height. No sight-obscuring plantings exceeding 30 inches in height shall be located within any required vision clearance area in accordance with Section 2.312.09 of this Ordinance.***

FINDINGS: As noted above, the applicant's submittal indicates compliance with these standards, and their written statement indicates the property owners will provide ongoing maintenance of all landscaping elements, including those within vision clearance areas to maintain these standards.

- B. Plant Materials. Plant materials shall not cause a hazard. Landscape plant materials over walks, pedestrian paths and seating areas shall be pruned to a minimum height of eight feet and to a minimum height of 15 feet over streets and vehicular traffic areas.***

FINDINGS: Based upon the plant list proposed by the applicant, this problem is not anticipated. Street trees will be pruned to comply with this requirement through ongoing maintenance.

- C. Utility Interference. Landscape plant materials shall be selected, which do not generally interfere with utilities above or below ground.***

FINDINGS: Utilities are to be placed underground. No conflicts are foreseen based upon the preliminary landscaping and utility plans.

- D. Installation. Landscape plant materials shall be properly guyed and staked to current industry standards as necessary. Stakes and guy wires shall not interfere with vehicular or pedestrian traffic.***

FINDINGS: The preliminary landscaping plan includes typical planting details for trees. This will be monitored as part of the building permit approval process.

E. Suitability. *Plant materials shall be suited to the conditions under which they will be growing. As an example, plants to be grown in exposed, windy areas that will not be irrigated should be sufficiently hardy to thrive under these conditions. Plants should have vigorous root systems, and be sound, healthy, and free from defects, diseases, and infections.*

FINDINGS: The plants proposed in the preliminary landscaping plan appear to be appropriate, given the conditions of the site. Although the proposed trees meet the minimum caliper prescribed in the Keizer Development Code, trees of this size are susceptible to damage and vandalism. Those trees located in areas susceptible to damage such as along streets and walkways should be increased in size to ensure survivability. The requirement established in Area A is a minimum size of two (2) inch caliper for those trees adjacent to pedestrian and vehicle areas. In order to be consistent with Area A this shall be a condition of approval.

F. Deciduous Trees. *Deciduous trees should be fully branched, have a minimum caliper of 1 1/4 inches and a minimum height of 8 feet at the time of planting.*

FINDINGS: As noted above, the preliminary landscaping plan calls for trees of this size, however, trees this small are easily damaged. Trees located along streets and pathways would demonstrate a greater survivability if the size were increased to a minimum 2-inch caliper. This increase would also be consistent with that required in Area A.

G. Evergreen Trees. *Evergreen trees shall be a minimum of 6 feet in height, fully branched at time of planting.*

FINDINGS: The applicant's landscaping plan shows the desire to use some evergreen trees two (2) to three (3) feet in height. The height must be increased to comply with ordinance requirements, however the size may be variable provided the applicant is able to demonstrate the overall average size is six feet.

H. Shrubberty. *Shrubs shall be supplied in a minimum 1 gallon containers or 8 inch burlap balls with a minimum spread of 12 to 15 inches.*

FINDINGS: The applicant's landscaping plan indicates substantial conformance with this requirement. Additionally, the shrub plant materials shall be planted at spacing necessary to achieve the landscape design objectives within five years of growth, in accordance with the stated intent of the Keizer Development Code, and to be consistent with Area A.

- I. Ground Cover.** *Ground cover plants shall be spaced in accordance with current nursery industry standards to achieve covering of the planting area. Rows of plants are to be staggered for a more effective covering. Ground cover shall be supplied in a minimum 4 inch size container or a 2 1/4 inch container or equivalent if planted 18 inches on center.*

FINDINGS: The applicant proposes ground cover of unspecified spacing. Spacing should be appropriate for each species and be indicated as that which is needed for whatever species of ground cover to reach full coverage by the third year of growth, in accordance with the intent of the Keizer Development Code.

- J. Irrigation.** *All developments are required to provide appropriate methods of irrigation for the landscaping. Sites with over 1,000 square feet of landscaped area shall be irrigated with automatic sprinkler systems to insure the continued health and attractiveness of the plant materials. Sprinkler heads shall not cause any hazard to the public. Irrigation shall not be required in wooded areas, wetlands, floodplains, or along natural drainage channels or stream banks.*

FINDINGS: An irrigation system is proposed for the entire development. Irrigation plans will be reviewed and approved as part of the building permit review process.

- K. Re-planting.** *Trees or shrubbery which die-off shall be replaced with new plants of the same or similar type. Replacement is ultimately the responsibility of the property owner.*

FINDINGS: This will be done as necessary if any of the plants die and will require continual care and maintenance by the applicant.

- L. Maintenance.** *Landscaping shall be continually maintained. Appropriate methods of care and maintenance of landscaped plant material shall be provided by the owner of the property.*

FINDINGS: This shall be established as a condition of approval by the City. The applicant has indicated in their written statement that landscaping will be maintained by the property owners.

- M. Plant Protection.** *Landscape plant material shall be protected from damage due to heavy foot traffic or vehicular traffic by protective tree grates, pavers or other suitable methods.*

FINDINGS: The preliminary landscaping plan appears to have the landscaped areas well-protected. This will be confirmed when the final landscaping plans are submitted for approval as part of the building permit process.

SECTION 2.312.09 VISION CLEARANCE

SECTION 2.312.09 Vision Clearance *A vision clearance area shall be maintained where roadways, including streets, alleys, and private points of access, intersect.*

FINDINGS: The applicant shall be required to maintain all vision clearance areas as specified in the Keizer Development Code.

SECTION 2.315 DEVELOPMENT STANDARDS

2.315.08.A. Pedestrian Circulation. *As used herein "walkway" means a hard surfaced area intended and suitable for use by pedestrians, including both public and private sidewalks.*

- 1. Connection Required.** *The pedestrian circulation system for the proposed development must connect uses, building entrances, adjacent streets, and nearby transit stops.*

FINDINGS: The applicant's proposal indicates compliance with this requirement.

- 2. Walkway Location and Design.** *Walkway(s) shall be located so that a pedestrian can conveniently walk between a transit street and the entrance(s) to a building(s). Except where it crosses a driveway, a walkway shall be separated by a raised curb or other physical barrier from the auto travel lane and parking. If a raised path is used the ends of the raised portions must be equipped with curb ramps which comply with Oregon State Building Code Requirements.*

FINDINGS: While transit service is ultimately anticipated, route locations and stops have not been established by the Transit District. Coordination with the Transit District is required as a condition of approval.

- 3. Additional Street Access.** *A walkway from a building entrance to a public street shall be provided for every 300 feet of street frontage.*

FINDINGS: Walkways are provided and the design proposed indicates compliance with these standards.

- 4. Driveway Crossings.** *Driveway crossings shall be a maximum of 36 feet in width. Where the pedestrian system crosses driveways, parking areas and loading areas, the system must be clearly identifiable through the use of elevation changes, a different paving material, texture, or other similar method.*

FINDINGS: The applicant's proposal indicates driveway crossings will be clearly identified through stamped concrete, pavers, or a similar method and shall be a requirement

of approval. This design is necessary to comply with the intent and purpose of the Keizer Station Plan.

5. *Lighting. Lighting shall be provided for all walkways. Pedestrian walkways must be lighted to a level where the system can be used at night by employees and customers.*

FINDINGS: The general lighting proposed for the site will provide appropriate illumination for the development. Special attention is required to provide safety at the pedestrian under crossing located at the "Loop" road and Chemawa. Security lighting shall be provided which provides secure illumination of the under crossing, while being directed away from the flow of traffic, so as not to cause glare.

6. *Walkway Coverage.*

- a. *Any portion of a walkway located within three feet of a building frontage shall be covered with awnings or building overhangs. The minimum vertical clearance shall be 9 feet for awnings and building overhangs. The maximum vertical clearance shall be 15 feet.*
- b. *In the EG zone, Any portion of a walkway located within three feet of a building frontage shall be covered with awnings or building overhangs as provided in Subsection a, except for buildings, which have greater than 300 feet of lineal frontage, where this requirement shall apply to at least 33 percent of the building frontage. The maximum vertical clearance shall be 15 feet.*

FINDINGS: The design concepts for the buildings are provided. These appear to comply with this criterion. Compliance with this standard must be confirmed during the building permit review.

7. *Dimensions. Walkways shall be at least five feet in paved unobstructed width. Walkways that serve multiple uses or tenants shall have a minimum unobstructed width of eight feet.*

FINDINGS: The applicant proposes varying widths of walkways throughout the development as was determined appropriate in the pre-application conferences. There are some pathways which serve only one use, while others serve multiple uses. There are also some areas without walkways to discourage pedestrian uses because of concerns for pedestrian safety. The variation in sidewalk widths shown on the plans has been determined to be appropriate. The development of pedestrian facilities shall substantially conform to what is shown in the application materials, and shall conform to the dimensional requirements of the Keizer Development Code.

8. *Stairs or ramps shall be in place where necessary to provide a direct route between the transit street and the building entrance. Walkways without stairs shall comply with the accessibility requirements of the Oregon State Building Code.*

FINDINGS: The applicant shows direct connections to streets where transit service will be available. Specific compliance with State Building Code will be accomplished with building permit review.

9. *Access to Adjacent Property. If the proposed development has the potential of being a significant attractor or generator of pedestrian traffic, potential pedestrian connections between the proposed development and existing or future development on adjacent properties other than connections via the street system shall be identified.*

FINDINGS: The area is surrounded by Portland and Western railroad, and the Salem Parkway interchange/overpass/off-ramp. Pedestrian connection is provided to the north of the site via a multi-use pathway which goes under the overpass adjacent to the new proposed loop road. While the development could be a major attractor to the adjacent property to west which contains residential uses, concerns for pedestrian safety and control of the railroad easements restricts the placement of any additional pedestrian crossings. Therefore, no additional pedestrian connections are practical.

2.315.08.B. Building Design

FINDINGS: The subject site is zoned IBP and there are no specific requirements for ground floor windows or building facades. However, as a part of the master plan approval, buildings shall provide adequate ground-floor windows and building facade variations and treatments to achieve an aesthetically pleasing design, and which incorporate human scale elements. (See Exhibit 8.) Compatibility with the development in Area A, village center is desired and the two developments should complement one another. The applicant's submittal demonstrates creativity in the application of various building materials and building massing. Staff finds the treatment of the facades of the buildings in the retail tenant buildings and in NE corner of building six (6) demonstrates the qualities of visual interest and relates well to a human scale with variations in both the vertical and horizontal directions. Staff supports the design of these buildings meeting the purpose and intent of the Keizer Development Code and this design, or something similar in its variation and use of materials should be used throughout Area D. Additional variation of materials and massing would be necessary in the other building facades of the site such as those in buildings two (2) through seven (7) to comply with the purpose and intent of the Keizer Station Plan.

- 1. Awnings – Awnings or canopies, shall be provided along building storefronts abutting a public sidewalk. Awnings and canopies shall be constructed of canvass, acrylic fabric, laminated vinyl, metal or similar standard material. Awnings and canopies of corrugated fiberglass or polycarbonate roofing shall be prohibited. Awnings and canopies shall not be back lit.**

FINDINGS: The concept drawings and plans indicate compliance with this criterion, showing awning covering for all adjacent walkway and shall be a requirement of Master Plan approval. Compliance will be confirmed during building permit review.

2. Materials and Texture

a. Building Materials.

- 1. All buildings shall have wood, brick, stone, or stucco siding, or vinyl siding made to look like wood siding. Metal siding as described in this section shall be allowed.**
- 2. Metal siding other than corrugated or reflective material are allowed.**
- 3. Plain concrete block, plain concrete, plywood and sheet press board may not be used as exterior finish materials.**

FINDINGS: The concept drawings and plans indicate compliance with this criterion in the tenant retail buildings and the NE corner of building six (6). The industrial business park buildings show a single plane of tilt-up concrete. Additional variation of the textures and materials of these buildings are necessary to meet the purpose and intent of the Keizer Station Plan. Additional human scale design elements along the facades of these buildings two (2) through seven (7) will be required in order to be consistent with the design of the tenant retail buildings, in order to reflect the intent of the Keizer Station Plan.

- b. Trim Material. Building trim shall be wood, brick, stone, stucco, vinyl siding material made to look like wood, or metal.**
- c. Roofing Material. Any roofing material is allowed including metal roofs.**
- d. Foundation Material. Foundation material may be plain concrete or plain concrete block where the foundation material is not revealed for more than 3 feet.**

FINDINGS: The concept drawings and plans indicate compliance with this criterion, and shall be a requirement of Master Plan approval. Compliance will be confirmed during the building permit review.

3. Color

- a. *Any portion of a building that is painted or stained may use as the main color, and roof color for all portions of the roof visible from the ground, any color which meets all of the following criteria:*
 - 1) *The Red-Green-Blue factors (also known as XYZ factors) shall not exceed a saturation level of 20%.*
 - 2) *Each component factor, as a percentage of the whole component value, shall equal or exceed 38%, with no greater than a 20% difference between any of the three values.*
 - 3) *Light Reflectance Value (LRV) of any color shall be between the values of 30 and 85.*
 - 4) *The finish shall be either matt or satin.*
- b. *For the purpose of this ordinance, "main color" is the principal color of the building which must be at least 75% of the surface of the building excluding windows; the trim colors of all buildings may be any color.*
- c. *In no case shall the main color or the trim color of any structure be "florescent", "day-glo", or any similar bright color.*

FINDINGS: The applicant indicates the intent to comply with these requirements. The concept drawings building elevations indicate substantial compliance with this criterion; however some proposed colors do not meet the requirement. Compliance will be confirmed during the building permit process, with specific paint samples prior to building permit review. This will be a required as part of the Master Plan approval.

4. *Roof Lines - Roof lines shall establish a distinctive "top" to a building. When flat roofs are proposed, a cornice a minimum 12 inches high projecting a minimum 6 inches from the wall at the top of the wall or parapet shall be provided.*

FINDINGS: The concept drawings and building elevations indicate consistency with this criterion showing designs features that meet with these requirements. Compliance will be confirmed during building permit review.

5. *Roof-mounted equipment – In a CM, CR, CO, EG or MU zone, all roof-mounted equipment, including satellite dishes and other communication equipment, must be screened from view from adjacent public streets. Solar heating panels are exempt from this standard.*

FINDINGS: The subject site is zoned IBP and there are no specific requirements for roof mounted equipment. However, as a part of the master plan approval, equipment mounted on the roof of buildings should be screened from view as in the CM, CR, CO EG or MU zone to achieve an aesthetically pleasing design in conformance with the purpose and intent

of the Keizer Station Plan. . Compatibility with the development in Area A, Village Center is desired and the two developments should complement one another with similar design treatment of such things as rooftop equipment.

2.315.08.C. Accessory Structures. *Accessory Structures including buildings, sheds, trash receptacles, mechanical devices, and other structures outside the main building, shall either be screened from view by the public by either a hedge or fence: OR, with the exception of trash receptacles, accessory structures including buildings, sheds, mechanical devices, and other structures outside the main building must be screened by painting them the same color as the main color of the building.*

FINDINGS: The applicant indicates desire to comply and this shall be a requirement of the Master Plan approval. This will be a requirement of building permit approval

2.315.08.D. Alternative Design Solutions *Depending upon the applicable review process identified in this code, the Planning Commission or City Council may approve design alternatives to the Standards in this chapter, or approve them with conditions, if it finds the alternative design can meet the purpose and intent of this ordinance and be successfully applied to a particular property. (01/04)*

FINDINGS: The applicant has not requested at the time of this report a specific design alternative.

SECTION 2.419 SERVICE STATIONS

Where permitted as a special use, gasoline service stations shall meet the following use and development standards.

A. Lot area and dimensions. *Minimum lot size 10,000 square feet, minimum of 100 feet of street frontage for an interior lot and minimum of 120 feet of frontage on each street abutting a corner lot.*

FINDINGS: The application complies with this requirement.

B. Yard Exceptions for Service Stations. *Free standing gasoline pumps and pump islands, identification signs and lighting standards may occupy a required front or street side yard exclusive of a clear vision zone unless otherwise prohibited by this Ordinance.*

FINDINGS: The pumps and islands are proposed to be in an interior portion of the service station site and as such do not require exception to yard setbacks.

C. Gasoline Pumps. *Gasoline pumps and pump islands shall not be located so that any part of a vehicle being served will extend into any public right-of-way, alley or private drive used for access or egress. Further, gasoline pumps or pump islands shall not be built within 10 feet of a property line.*

FINDINGS: The pumps and islands are proposed to be in an interior portion of the service station site therefore this criterion is met.

D. Screening. *The property shall be screened from every abutting residential zone or use by a sight-obscuring fence, wall, or hedge.*

FINDINGS: As noted above, the development does not abut a residential zone. However, there are residential uses located on the west side of the railroad tracks. They are, however, a significant distance from the proposed development. Therefore, screening between the development and residential properties would serve no useful purpose.

E. Lighting. *Outdoor lighting shall be directed away from residential property.*

FINDINGS: As noted above, the lighting plan demonstrates that light and glare will not go beyond the boundaries of the development. In addition, the railroad right-of-way provides additional distance for any light to dissipate before reaching residences. Visual access to a direct light source, however, must be prohibited to comply with the intent of this requirement.

**V. RECOMMENDATION AND CONDITIONS FOR
MASTER PLAN APPLICATION**

Recommendation and Conditions for Master Plan Application

1. The construction of all the public improvements and its associated landscaping must be completed within two years of the final date of this decision which can be extended upon approval by the Community Development Director.. This approval is only valid when the construction is completed by November 2, 2006.
2. Prior to approval of any building permits, the applicant shall submit a phasing plan for all improvements for approval by the Community Development Director.
3. The development shall be required to meet all Development Code requirements relating to signs as found in Section 2.308.
4. The landscaping and pathway improvements including water features, plazas and other amenities for the entire Area D shall be provided as shown in the application or as modified by the conditions of approval. The final landscaping and pathway plans shall be approved by the Community Development Director prior to installation. These landscaping and pathway improvements shall be provided in conjunction with the first building permit approved for the development or as specifically approved by the City of Keizer.
5. A landscaping design for the area adjacent to I-5 and the Salem Parkway shall be submitted to the Community Development Director's for review and approval which demonstrates a coordinated design with Area D.
6. The land area devoted to industrial and commercial uses, as required in KDC 2.113, IBP Zone, shall be met and maintained within Area C. The amount of "Flex Space" use, as defined in section 2.113.02.N.2 shall be limited to that specified in this section of the KDC.
7. Except as approved in the variance application, all KDC dimensional requirements for building heights, lots, and setbacks shall be met.
8. Street names and numbers shall conform to the established standards and procedures in the City. Street names shall be approved by the City of Keizer. A Street Name Application must be completed and submitted for approval. No building permit shall be issued without approved street names. Due to the significance of this development as a landmark of the City of Keizer, street names should also receive approval of the City Council.

9. Street trees shall be planted at the locations and varieties specified in the submitted landscaping plan. A minimum caliper of 2 inches shall be used for street trees and all other trees in areas subject to damage near pathways, walkways streets and parking areas. A final street tree planting plan shall be approved by the Community Development Director prior to planting. All other landscaping standards of the KDC shall be met. Evergreen trees may be varied in height as long as the average height of all evergreen trees planted shall be an average height of 6 feet at time of installation.
10. Ground cover and shrubbery shall be planted in conformity with the KDC and industry standards as approved by the Community Development Director, and shall reach full coverage by the third year of growth for ground cover and the fifth year of growth for shrubbery.
11. The amount of area landscaped, and the design thereof, shall conform substantially with the plan submitted with the application. A final landscaping plan shall be submitted for approval by the Community Development Director prior to planting.
12. Irrigation system plans shall be submitted for approval as part of the review process of building permits and public improvement permit process. Approved irrigation systems shall be installed prior to issuance of an occupancy permit.
13. A tree shall be planted for every eight lineal parking spaces not located adjacent to a building in accordance with KDC standards, and shall substantially conform to the landscaping plan submitted with the application.
14. Parking shall be provided as required by KDC 2.303. Parking driveway aisles shall be a minimum of 24 feet wide. A plan documenting compliance with parking requirements shall be provided as part of the Master Plan approval for the Community Development Director's Master Plan approval. Verification shall be provided during building permit review. Parking in the area of the north side of the loop road shall not exceed that allowed by section 2.303.06 of the KDC, except that all stalls in excess of the maximum allowed shall be designated for the use as "Park and Ride". This total is currently shown at 14 but may vary slightly. These spaces shall be designated as "Park and Ride" between the hours of 7:00 am and 5:00 pm, Monday through Friday.
15. Bicycle parking shall be provided as required by KDC 2.303.08. In addition, the bicycle rack design shall provide secure support for bicycles and the ability to lock bicycles securely. The bicycle rack design, installation, and locations shall be approved by the Community Development Director prior to installation.
16. Sufficient paved areas and designated loading areas shall be provided in accordance with KDC 2.303.10.
17. Pavement shall be provided for all driveways, loading, and parking areas as required by

KDC 2.303.11.

18. Electric and mechanical equipment and other service areas such as trash/recycling dumpsters shall be screened with vegetation and/or fencing. The final landscaping plan shall be approved by the Community Development Director prior to planting.
19. Driveway crossings shall be a maximum of 36 feet wide.
20. Pedestrian systems crossing driveways, parking areas and loading areas shall be clearly identified through the use of stamped concrete, pavers or similar methods and shall be indicated on the building permit plans submitted.
21. Pedestrian walkways must be lighted to a level where the system can be used at night by employees and customers. The lighting plan shall be approved by the Community Development Director.
22. The development shall provide for connection to the regional multi-use path adjacent to the Salem Parkway. This shall provide connections to the pathway which border the Salem Parkway in both a south and the north direction as shown on the submitted plans.
23. Awnings shall be provided for all walkways adjacent to buildings that comply with Section 2.315 of the Keizer Development Code.
24. The proposed site lighting shall not cast any light or glare toward the residential properties to the west or allow any direct visual access to a direct lighting source from any residential property.
25. Security lighting shall be provided which provides secure illumination of the under crossing, while being directed away from the flow of traffic, so as not to cause glare.
26. Building design elements including ground floor windows, facades, awnings and materials shall satisfy KDC 2.315.08.
27. The elevations of all buildings shall be varied in texture and materials and shall create a very human scale in massing and incorporate human scale design elements. Elevations of all buildings shall incorporate no more than fifteen feet between varied vertical elements and shall reflect the proposal exemplified by that submitted for the Tennant Retail building and the NE Corner of Building six (6). Different materials, varied at the same frequency as the architectural elements, shall be used and shall conform to the samples in the submitted materials. These materials shall incorporate such things as cultured stone, a variety of split face Concrete Mortar Units (CMU's), as well as smooth faced CMU walls. The colors used shall be in compliance with the KDC Development Standards section 2.315.08.B.5.
28. Compatibility with the development in Area A, Village Center is desired and similar design

treatments for the screening of roof-mounted equipment from adjacent public streets shall be required.

29. All accessory structures including trash receptacle and mechanical devices shall be screened from view in compliance with Section 2.315.08.C of the Keizer Development Code.
30. Maintenance of landscaping materials as specified in the Keizer Development Code Section 2.309, space tracts, plazas, and pathways shall be the responsibility of an association of the property owners of Area D.
31. Construction specifications (e.g., base rock, concrete/pavement thickness) for the separate pathways shall be subject to Public Works Department approval in accordance with Keizer City Standards.
32. The Plan shall conform to the requirements of all other State and Special District requirements.
33. During construction, residential properties shall be protected from impacts of noise at unreasonable hours, unreasonable dust, and safety concerns, and shall conform to Keizer City requirements regulating such impacts.
34. The applicant shall work with the Transit District to ensure compliance with the requirements found in Section 2.305 of the KDC.
35. In addition to the development standards all new utility connections and lines shall be located underground.

In order for the Master Plan to receive final approval the applicant will be required to submit documentation demonstrating compliance with all applicable federal, state and local requirements. This shall include all conditions adopted by the City Council which apply to this Master Plan. These shall be submitted to the Community Development Director for verification and final approval.

PUBLIC WORKS REQUIREMENTS: The following requirements are the recommended conditions of approval by the Public Works Department.

MASTER PLAN

The Public Works Department has reviewed the applicant's submittals and has compared them with the requirements of the adopted Keizer Station Plan. The developer shall submit a detailed phasing plan for all required improvements including site grading, prior to any construction and grading of the subject property. The following are recommendations for incorporation into the findings for approval of the master plan.

SANITARY SEWERS:

The subject property is located outside of the original Keizer Sewer District and therefore an acreage fee is required. The current acreage fee is \$7,460.00 per gross acre. The applicant indicates that the area of Area D is 15.68 acres. The acreage fee applied will be the fee in place at the time of development of the property. At the current acreage charge the acreage fee will be \$116,972.80. The Master Sewer Plan provides for a sewer trunk line to be constructed through Area A to a point on the north property line of the subject property. Connection to the sewer trunk will be the responsibility of the developers of Area D. Development of Area D will require coordination of the construction of the sewer trunk. Additionally, the following requirements shall be applied:

36. Prior to development of the subject property, a master sewer plan for the proposed development shall be submitted to the City of Keizer's Department of Public Works for review and approval. The plan shall include proposed rim and invert elevations, proposed alignment of sewer mains and proposed easements.
37. City of Salem approval for both sewer trunk lines and local sewers is required. Permits from the City of Salem shall be issued prior to construction. Prior to submitting plans to the City of Salem for approval, the developer's engineer shall submit plans to the City of Keizer Public Works Department for review and determination of compliance with the City of Keizer's Master Sewer Plan for the area.
38. Connecting to existing sewers that serve the general area will be the responsibility of the developer of the property.
39. Appropriate easements will be required for any public sewer mains located within the subject property if located outside platted right of ways.
40. It will be the responsibility of the developer's engineer to locate any existing wells (including those on adjacent property) in the vicinity of the proposed new sanitary sewer lines for the subject property. Any conflicts between existing wells and proposed sanitary sewers shall be addressed by the developer prior to issuance of public works construction permits.

WATER SYSTEM:

The developer has submitted a master water system plan showing proposed routes of public water mains and fire hydrants. The master plan is generally acceptable to the Public Works Department, however, prior to submittal of final construction plans the developer's engineer shall arrange for a pre-design conference to discuss water main sizing, meter sizing and locations, fire hydrant locations, fire sprinkler line locations and easement width for all public lines (including fire hydrant lines) located outside of right of ways. Additionally, the developer will be required to coordinate construction activities with the developers of Area A. Final

location of all meters is to be approved by the Keizer Department of Public Works. To provide for adequate peak consumption and fire protection requirements it has been determined that additional public facilities will be required including but not limited to elevated storage facilities, wells, connection to existing mains on the west side of the BNRR right of way, and any other off-site construction required to provide required peak flows to the proposed development. It is the Department of Public Works understanding that the developers of Area A in conjunction with developers of Area D are undertaking a study to determine the required water system improvements necessary for the development of the Keizer Station area. No permits for the subject property shall be issued until the Department of Public Works has reviewed and accepted the study. Appropriate easements for all public water mains and fire hydrants will be required if construction is to be outside of public right of ways. Any system development charges for water system improvements will be those in place at the time of individual service connections.

41. Final development plans shall be reviewed by the Keizer Fire Department with regard to access and adequate location of fire hydrants prior to any issuance of public works construction permits by the City of Keizer.
42. It will be the responsibility of the developer to abandon all existing wells prior to site grading. All abandonment shall be in accordance with the rules of the Oregon State Water Resources Department.

STORM DRAINAGE IMPROVEMENTS:

43. The developer has submitted plans indicating the present drainage patterns and runoff characteristics. The property is within a critical drainage basin and strict compliance with city ordinances will be necessary. No increase in runoff will be allowed as development occurs. Prior to any development of the subject property an overall storm water master plan including invert elevations, pipe sizes and alignment, easements, detention calculations, water quality measures and an approved point of discharge shall be submitted to the Department of Public Works for approval. A point of discharge has been identified on the ODOT system in Interstate 5. ODOT approval shall be required for water quality, conveyance systems and points of discharge. It is the understanding of the Department of Public Works that the engineers for the developers of Area A and Area D are studying the two areas and the storm drainage from Area D will be connected to a system constructed through a system through Area A. The location for the proposed connection will be on the north property line of the subject property.
44. Storm water detention will be required for this site. All storm water including roof drains are to be connected to an approved system designed to provide adequate drainage for proposed new driveways, parking lots and other impervious surfaces.
45. A grading and drainage plan shall be developed for the subject property. Details shall include adequate conveyance of storm water from adjacent property across the subject property.

46. If it is anticipated that the property will develop in phases, prior to any development, a phasing plan shall be submitted to indicate how the storm water management will be developed to provide service to each area.
47. The developer shall submit to the Department of Public Works a master plan for erosion control for the entire site. The master plan shall be approved by the Department of Public Works. Prior to any development, including site grading, the applicant shall obtain an NPDES permit from the Oregon Department of Environmental Quality.

TRANSPORTATION:

48. The proposed development requires construction of an underpass under the BNRR as well as an underpass of Chemawa Road. Additionally, other off-site improvements have been identified in the Transportation Plan developed for the Keizer Station Plan. These improvements including but not limited to, construction of an extension of Radiant Drive to Lockhaven Drive and continuing to Chemawa Road to a point south of the intersection of Chemawa Road and McLeod Lane, construction of a pedestrian under-crossing of the BNRR at Tepper Lane, and other improvements necessary to provide compliance with the adopted Keizer Station Plan adopted Feb. 3, 2003. Additionally, a regional multi-use pathway has been identified on the Keizer Station Village Center Master Plan. The path location shall be coordinated with the Area A development, ODOT and the Keizer Community Development Department. The path shall be of P.C.C. and constructed to a width of 12 feet or as approved by the City. Coordination of the above improvements with the developers of area A will be required to insure all elements of the required road improvements are in place prior to issuance of any building permits for the subject property.
49. All new streets shall be constructed to the requirements of the City of Keizer Department of Public Works Design and Construction Standards and in conformance with the final Transportation Impact Analysis adopted for the Keizer Station Plan. The loop street shall be designed to arterial standards in terms of structural section and geometrical configuration or engineered alternative as approved by the Department of Public Works. Preliminary construction specifications and plans for all transportation mitigation measures necessary to satisfy the improvements identified in the "Transportation Impact Analysis, Keizer Station Plan" for all street construction, including retaining walls, fencing, landscaping, sidewalks, signing, etc. shall be submitted to the Department of Public Works for review prior to submitting final plans for approval. The Department of Public Works will review the proposed plans and make recommendations for any additional work and coordination with other development in the area as needed. Prior to approval of any development on the subject property or issuance of any construction permits, the developer shall submit an access and utility easement document suitable for recording for review and approval by the Department of Public Works.

50. The developer's engineer shall submit detailed traffic signal plans indicating phasing, recommended interties, materials to be used, etc. to the City of Keizer Department of Public Works for approval prior to construction. All traffic signal plans shall be designed to City of Salem/ODOT Standards where appropriate.

GENERAL:

51. A street lighting master plan shall be developed. A street lighting district or other approved method of providing for adequate illumination of the proposed loop street shall be submitted to the Department of Public Works for review and approval. Decorative lighting approved by the Department of Public Works shall be used.
52. Construction permits are required by the Department of Public Works prior to any public facility construction. Contact the City Engineer's office at (503) 390-7402 for the necessary permit information that is required.
53. A Pre-design meeting with the City of Keizer Department of Public Works will be required prior to the Developer's Engineer submitting plans to either the city of Keizer or the City of Salem for review.
54. Street opening permits are required for any work within the City Right of Way that is not covered by a Construction Permit.
55. Facility phasing plans and arrangements for reimbursing developers for providing additional capacity to serve future development shall be approved by the Keizer Department of Public Works and the City Council prior to any construction.
56. All easements to be located in the appropriate locations based on actual approved plans.
57. An improvement agreement or other acceptable form of guarantee for all required construction shall be in place and appropriate easements recorded prior to construction permits being issued.

IX. FINDINGS - MAJOR VARIANCE

Agency Comments:

The Public Works Department has reviewed the applicant's request for the major variance and concurs with the findings proposed by the applicant.

A. The Review Criteria for a Major Variance is listed in Section 3.105.05 of the Keizer Development Code. The criteria and findings are listed below.

- 1. The degree of variance from the standard is the minimum necessary to permit development of the property for uses allowed in the applicable zone.**

FINDINGS: The applicant is requesting a setback variance to only one side of the loop road. As such staff finds this complies with the intent of this requirement.

- 2. The applicant in good faith is unable to comply with the standard without undue burden. The applicant must demonstrate that the burden is substantially greater than the potential adverse impacts caused by the proposed variance.**

FINDINGS: This site is severely constrained in its ability to access the transportation system. The design of the loop road leaves an interior parcel, irregular in shape, with limited potential for access. As such staff feels that varying the setback on the north side of the loop road, where visual impact is lessened due to limited sight distance, is demonstrated by the site's constraints. The applicant has agreed to designate all parking stalls on the property area located on the north side of the loop, which are in excess of the maximum allowed, for the use of Park and Ride. This total is currently shown at 14 but may vary slightly. These spaces shall be designated as "Park and Ride" between the hours of 7:00 am and 5:00 pm, Monday through Friday. Staff supports the applicant's statements regarding the burdens and strongly supports the fact that mitigating of this variance with the addition of commuter parking spaces provides mitigation for any detriment to the community by a reduction of the setback.

- 3. The variance will not be unreasonably detrimental to property or improvements in the neighborhood of the subject property.**

FINDINGS: The surrounding properties are zoned IBP which allows a mixture of Industrial Uses. The uses proposed are permitted within the IBP zone as flexible use space and are with the uses approved in Area A. Since the development to the north is being developed as commercial/retail and will have similar setback requirements to that of this request, the approval of this variance will not be unreasonably detrimental to property or improvements in the neighborhood. The structures will be located outside of any vision clearance areas. Therefore, staff finds this request can satisfy the above criterion.

4. **There has not been a previous land use action approved on the basis that variances would not be allowed.**

FINDINGS: There are no prior land use actions, which expressly prohibit the granting of this variance. Therefore, the proposed variance can comply with this criterion.

5. **The variance will not significantly affect the health or safety of persons working or residing in the vicinity.**

FINDINGS: Staff finds no significant affects upon the health or safety of persons working or residing in the vicinity if the variance request is granted provided the improvement of pedestrian connections and improvements identified in the proposal are implemented. Therefore, staff concludes this request meets with the above criteria.

6. **The variance will be consistent with the intent and purpose of the provision being varied.**

FINDINGS: The applicant is providing site amenities such as water features, substantial landscaping and pedestrian amenities which staff feels offsets any visual impacts a reduction on the interior of the loop road, where sight distance is reduced due to the curve of the road.

OTHER PERMITS AND RESTRICTIONS: This approval does not remove or affect any covenants or restrictions imposed on the subject property by deed or other instrument. The proposed use may require permits from other local, State or Federal agencies. This decision does not take the place of, or relieve the responsibility for obtaining other permits or satisfying any restrictions or conditions thereon.

TRANSFER OF VARIANCE: This variance request shall automatically transfer to any new owner or occupant subject to all conditions of approval. It is the responsibility of the applicant and property owner to provide information to any new property owner(s) regarding this variance request and any conditions of approval.

VI. RECOMMENDATIONS AND CONDITIONS FOR MAJOR VARIANCE APPLICATION

The Community Development Director for the City of Keizer recommends **APPROVAL** of the Major Variance application subject to the following conditions. Findings in support of this decision can be found above.

1. Unless otherwise specifically modified by this decision, development of all structures and parking areas shall comply with remaining requirements of the Keizer Development Code, and shall provide for the public good by providing a minimum of ten (10) stalls for Park and Ride vehicles. The amount of designated Park and Ride spaces may be increased. These spaces shall be posted indicating parking only for Park and Ride between the hours of 7 a.m. and 5 p.m. Monday through Friday.
2. The City of Keizer employs Marion County Building Department for the processing of building permits. Therefore, the applicant shall meet all requirements of the Marion County Building Division pertaining to building code issues.
3. The applicant shall locate the proposed structures and parking areas as indicated on the submitted site plan and shall maintain a minimum setback of ten (10) feet from the inner edge of the sidewalk on the north side of the Loop Road.
4. This variance was revised based upon amenities and landscaping shown in the plans submitted. These amenities provided mitigate any visual impact this variance may create. Therefore all improvements such as landscaping, pathways and amenities shown on the proposal must be implemented.
5. The construction of the infrastructure and associated landscaping areas must be completed within two (2) years of the final date of this decision which can be extended upon approval by the Community Development Director. This approval is only valid when the construction is completed by November 2, 2006.

LEGEND

LINE TYPES	TAX LOT BOUNDARY	OLD PROPERTY LINE
------------	------------------	-------------------

11
12
13
14
15

© 2007 The Authors
Journal compilation © 2007 Blackwell Publishing Ltd

[illegible]

ATTENDING LOT
STORAGE, L&L, INC.
HIGH - BOUNDARY

DIVISION BOUNDARY PARTITION PLAN

[illegible]

SURVEY MONITORS
 CONTROL POINTS
 U.L.C.

FROM	1/4 SEC	1/20 SEC
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FAX CODE NO.

•

AND FOR THE INDICATED PUBLIC

TEXT MARKS - WITH A TEXT MARK IN

A LINE FROM THE CHECKING CODES
TO THE TOX MARK GENERALLY TIES

PUBLIC RIGHT OF WAY

REPORTS 1987 USED WITH PERMISSION
FROM THE ILLINOIS STATE BOARD OF
CRIMINAL JUSTICE

method. This map was created for Assessor's

100

10

My Care[®]

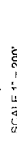
Table 1

SCALE 1" = 200'

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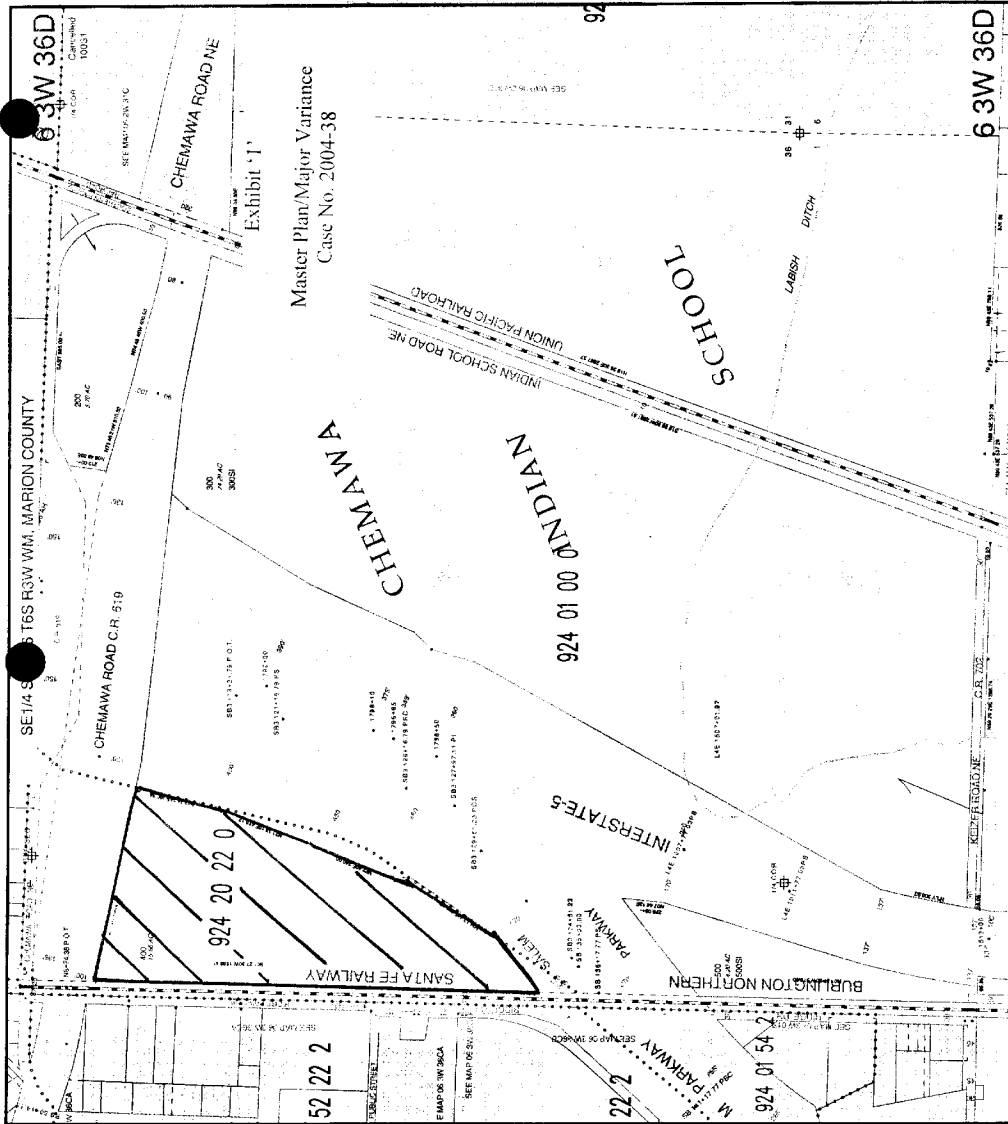
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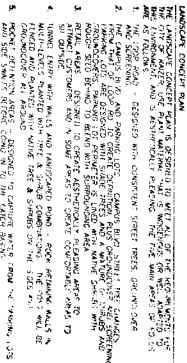


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BEICHELEY & ASSOCIATES INC.
LANDSCAPE ARCHITECTURE & PLANNING
1000 N. Capital Blvd., Arlington Heights, Illinois 60010
(847) 831-2000, Fax (847) 831-2009, Telex 0312



Master Plan/Major Variance
Case No. 2004-38

Master Plan

[illegible]

DATE: SEPTEMBER 13, 2004

TO: KEIZER COMMUNITY DEVELOPMENT DEPARTMENT

SUBJECT: PUBLIC WORKS DEPARTMENT COMMENTS FOR
MASTER PLAN AND MAJOR VARIANCE NO. 2004-38

MAJOR VARIANCE

The Public Works Department has reviewed the applicant's request for the major variance and concurs with the findings of the applicant.

MASTER PLAN

The Public Works Department has reviewed the applicant's submittals and has compared them with the requirements of the adopted Keizer Station Plan. The developer shall submit a detailed phasing plan for all required improvements including site grading, prior to any construction and grading of the subject property. The following are recommendations for incorporation into the findings for approval of the master plan.

SANITARY SEWERS:

The subject property is located outside of the original Keizer Sewer District and therefore an acreage fee is required. The current acreage fee is \$7,460.00 per gross acre. The applicant indicates that the area of Area D is 15.68 acres. The acreage fee applied will be the fee in place at the time of development of the property. At the current acreage charge the acreage fee will be \$116,972.80. The Master Sewer Plan provides for a sewer trunk line to be constructed through Area A to a point on the north property line of the subject property. Connection to the sewer trunk will be the responsibility of the developers of Area D. Development of Area D will require coordination of the construction of the sewer trunk. Additionally, the following requirements shall be applied:

- a. Prior to development of the subject property, a master sewer plan for the proposed development shall be submitted to the Department of Public Works for review and approval. The plan shall include proposed rim and invert elevations, proposed alignment of sewer mains and proposed easements.
- b. City of Salem approval for both sewer trunk lines and local sewers is required. Permits from the City of Salem shall be issued prior to construction. Prior to submitting plans to the City of Salem for approval, the developer's engineer shall submit plans to the City of Keizer for review and determination of compliance with the City's Master Sewer Plan for the area.
- c. Connecting to existing sewers that serve the general area will be the responsibility of the developer of the property.

- d. Appropriate easements will be required for any public sewer mains located within the subject property if located outside platted right of ways.
- e. It will be the responsibility of the developer's engineer to locate any existing wells (including those on adjacent property) in the vicinity of the proposed new sanitary sewer lines for the subject property. Any conflicts between existing wells and proposed sanitary sewers shall be addressed by the developer prior to issuance of public works construction permits.

WATER SYSTEM:

- f. The developer has submitted a master water system plan showing proposed routes of public water mains and fire hydrants. The master plan is generally acceptable to the Public Works Department, however, prior to submittal of final construction plans the developer's engineer shall arrange for a pre-design conference to discuss water main sizing, meter sizing and locations, fire hydrant locations, fire sprinkler line locations and easement width for all public lines (including fire hydrant lines) located outside of right of ways. Additionally, the developer will be required to coordinate construction activities with the developers of Area A. Final location of all meters to be approved by the Keizer Department of Public Works. To provide for adequate peak consumption and fire protection requirements it has been determined that additional public facilities will be required including but not limited to elevated storage facilities, wells, connection to existing mains on the west side of the BNRR right of way, and any other off-site construction required to provide required peak flows to the proposed development. It is the Department of Public Works understanding that the developers of Area A in conjunction with developers of Area D are undertaking a study to determine the required water system improvements necessary for the development of the Keizer Station area. No permits for the subject property shall be issued until the Department of Public Works has reviewed and accepted the study. Appropriate easements for all public water mains and fire hydrants will be required if construction is to be outside of public right of ways. Any system development charges for water system improvements will be those in place at the time of individual service connections.
- g. Final development plans shall be reviewed by the Keizer Fire Department with regard to access and adequate location of fire hydrants prior to any issuance of public works construction permits by the City of Keizer.
- h. It will be the responsibility of the developer to abandon all existing wells prior to site grading. All abandonment shall be in accordance with the rules of the Oregon State Water Resources Department.

STORM DRAINAGE IMPROVEMENTS:

- i. The developer has submitted plans indicating the present drainage patterns and runoff characteristics. The property is within a critical drainage basin and strict compliance with city ordinances will be necessary. No increase in runoff will be allowed as development occurs. Prior to any development of the subject property an overall storm water master plan including invert elevations, pipe sizes and alignment, easements, detention calculations, water quality measures and an approved point of discharge shall be submitted to the Department of Public Works for approval. A point of discharge has been identified on the ODOT system in Interstate 5. ODOT approval shall be required for water quality, conveyance systems and points of discharge. It is the understanding of the Department of Public Works that the engineers for the developers of Area A and Area D are studying the two areas and the storm drainage from Area D will be connected to a system constructed through a system through Area A. The location for the proposed connection will be on the north property line of the subject property.
- j. Storm water detention will be required for this site. All storm water including roof drains are to be connected to an approved system designed to provide adequate drainage for proposed new driveways, parking lots and other impervious surfaces.
- k. A grading and drainage plan shall be developed for the subject Property. Details shall include adequate conveyance of storm water from adjacent property across the subject property.
- l. If it is anticipated that the property will develop in phases, prior to any development, a phasing plan shall be submitted to indicate how the storm water management will be developed to provide service to each area.
- m. The developer shall submit to the Department of Public Works a master plan for erosion control for the entire site. The master plan shall be approved by the Department of Public Works. Prior to any development, including site grading, the applicant shall obtain an NPDES permit from the Oregon Department of Environmental Quality.

TRANSPORTATION:

- o. The proposed development requires construction of an underpass under the BNR as well as an underpass of Chemawa Road. Additionally, other off-site improvements have been identified in the Transportation Plan developed for the Keizer Station Plan. These improvements including but not limited to, construction of an extension of Radiant Drive to Lockhaven Drive and continuing to Chemawa Road to a point south of the intersection of Chemawa Road and McLeod Lane, construction of a pedestrian under-crossing of the BNR at Tepper Lane, and other improvements necessary to provide compliance with the adopted Keizer Station Plan adopted Feb. 3, 2003. Additionally, a regional multi-

use pathway has been identified on the Keizer Station Village Center Master Plan. The path location shall be coordinated with the Area A development, ODOT and the Keizer Community Development Department. The path shall be of P.C.C. and constructed to a width of 12 feet. Coordination of the above improvements with the developers of area A will be required to insure all elements of the required road improvements are in place prior to issuance of any building permits for the subject property.

- p. All new streets shall be constructed to the requirements of the City of Keizer Department of Public Works Design and Construction Standards and in conformance with the final Transportation Impact Analysis adopted for the Keizer Station Plan. The loop street shall be designed to arterial standards in terms of structural section and geometrical configuration. Preliminary construction specifications and plans for all transportation mitigation measures necessary to satisfy the improvements identified in the "Transportation Impact Analysis, Keizer Station Plan" for all street construction, including retaining walls, fencing, landscaping, sidewalks, signing, etc. shall be submitted to the Department of Public Works for review prior to submitting final plans for approval. The Department of Public Works will review the proposed plans and make recommendations for any additional work and coordination with other development in the area as needed. Prior to approval of any development on the subject property or issuance of any construction permits, the developer shall submit an access and utility easement document suitable for recording for review and approval by the Department of Public Works.
- q. The developer's engineer shall submit detailed traffic signal plans indicating phasing, recommended interties, materials to be used, etc. to the City of Keizer Department of Public Works for approval prior to construction. All traffic signal plans shall be designed to City of Salem/ODOT Standards where appropriate.

GENERAL:

- r. A street lighting master plan shall be developed. A street lighting district or other approved method of providing for adequate illumination of the proposed loop street shall be submitted to the Department of Public Works for review and approval. Decorative lighting approved by the Department of Public Works shall be used.
- s. Construction permits are required by the Department of Public Works prior to any public facility construction. Contact the City Engineer's office at 390-7402 for the necessary permit information that is required.
- t. A Pre-design meeting with the City of Keizer Department of Public Works will be required prior to the Developer's Engineer submitting plans to either the city of Keizer or the City of Salem for review.

- u. Street opening permits are required for any work within the City Right of Way that is not covered by a Construction Permit.
- v. Facility phasing plans and arrangements for reimbursing developers for providing additional capacity to serve future development shall be approved by the Keizer Department of Public Works and the City Council prior to any construction.
- w. All easements to be located in the appropriate locations based on actual approved plans.
- x. An improvement agreement or other acceptable form of guarantee for all required construction shall be in place and appropriate easements recorded prior to construction permits being issued.



Master Plan/Major Variance
Case No. 2004-38

REQUEST FOR COMMENTS

RECEIVED
CITY OF KEIZER
SEP 14 2004
COMMUNITY DEVELOPMENT

August 31, 2004

TO: Joel Stein
FROM: Cheryl Vafakos, Associate Planner
CASE: Master Plan Case No. 2004-38
RESPONSE DATE: September 14, 2004

APPLICATION: The applicant is requesting approval of a Master Plan for "Area D" of the Keizer Station Plan. This approval will allow the development of high quality light industrial office space, and retail space which does not exceed 30% of the gross floor area. The applicant is also requesting a Major Variance to the front yard setback requirement on the inside of the loop road due to the constraints of the site and the required transportation system which will allow parking and structures to be placed up to 10 feet of the street right-of-way.

APPLICANT: Chemawa Station LLC

LOCATION: The subject property is located in Area D of the Keizer Station Plan.

ZONE: IBP (Industrial Business Park)

The Community Development Department is soliciting comments from affected agencies on the above referenced land use application. These comments will be considered as part of the staff report. Please return your comments to our office by 9/14/2004 in order that we may process the application in a timely manner. Phone calls are acceptable if it is not possible to respond in writing by this date. If we receive no response, we will assume your agency has no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Community Development Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to Cheryl Vafakos, Associate Planner, at (503) 390-3700. Thank you for your assistance.

PLEASE CHECK THE APPROPRIATE ITEMS:

- ☐ Our agency reviewed the proposal and determined we have no comment.
- ☐ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.
- ☒ Our comments are in the attached letter.
- ☐ Our Agency's comments are: _____

Response Date: 9-14-04

Person commenting: Joel Stein, Fire Marshal



KEIZER FIRE DISTRICT

September 14, 2004

Keizer Planning Department
Cheryl Vafakos, Associate Planner
P.O. Box 21000
Keizer, Oregon 97307-1000

RECEIVED
CITY OF KEIZER
SEP 14 2004
COMMUNITY DEVELOPMENT

Re: Master Plan Case 2004-38 / Chemawa Station LLC

Ms. Vafakos:

Keizer Fire District submits the following written comments, and request they be entered into the record regarding Master Plan Case 2004-38, Chemawa Station LLC, Area "D". It should be noted that the Keizer Fire District's comments in this letter are intended to provide written criteria on issues such as, but not limited to applicable Uniform Fire Code Requirements as submitted in the plans.

An overall plan shall be submitted for Fire District review regarding items such as, Fire Hydrant and Fire Department Connection locations, Fire Department access to buildings, adequate turn around provisions at dead ends, street signage and premises identification.

Approval of plans submitted to Keizer Fire District is not an approval of omissions or oversights by the Fire Marshal or of noncompliance with any applicable regulations of other codes or local codes that might affect the plan.

The following requirements are cited from the current adopted edition of the 1997 Oregon Uniform Fire Code. Additionally, Article 87 in the Oregon Uniform Fire Code provides requirements for Firesafety During Construction of a Building. The provisions of this code section shall be strictly adhered to. *It should be noted that beginning October 1, 2004 the adopted fire code referenced will be the 2004 Oregon Fire Code Amendments from the 2003 edition of the International Fire Code. It would be anticipated that all plans submitted in the future, and field inspections will be guided from referencing this code.*

Circulation:

Article 9, § 901, § 902 & § 903 provide specific requirements for Fire Department Access and Water Supply. Additionally, Appendices III-A, III-B and III-E are referenced for requirements of Fire Flows for Buildings, Fire Hydrant Locations and Distribution, and Fire Department Access Guidelines.

Access:

All Fire Department Access shall meet the requirements as set forth in § 901 & § 902. Specifically, **All** access roads are required to be installed and made serviceable prior to and during construction as approved by the Fire Marshal. § 901.3 "*Timing of Installation.*"

The set of submitted plans shall meet the requirements of the Fire Code sections noted above and the City of Keizer Street Standards.

Fire Department Access Roads shall have an obstructed width of not less than 20 feet and an unobstructed vertical clearance of not less than 13 feet six inches. Driveway entrances, ("pork chops") raised street dividers, landscape medians, and other traffic directors shall meet the requirements as set forth in §902.2.2 *Specifications*. Dimensions for Turning Radius shall be designed and installed to accommodate all Keizer Fire District, and other area Fire Department Vehicles.

Dead Ends:

All Fire Department Access Roads in excess of 150 feet in length shall be provided with approved provisions for the turning around of fire apparatus. § 902.2.2.4 "Dead ends."

Water Supplies:

All Fire Department Water Supplies shall meet the requirements as set forth in § 901 & § 903. Specifically, **All** Water Supplies for Fire Protection are required to be installed and made serviceable **prior** to, and maintained operable during construction as approved by the Fire Marshal. § 901.3 "*Timing of Installation*".

Fire Hydrants shall meet Keizer Fire District standards to include "Storz"™ type adaptors to be provided on the steamer port. Fire Hydrant Location and Distribution will be according to Table A-III-B-1, or as requested by the Fire Marshal. Fire Flow Requirements for buildings shall meet the requirements as set forth in Appendix III-A. Keizer Fire District Fire Marshal shall approve Fire Flow plan submittals to determine if adequate flows, Hydrant Locations and Spacing have been provided for. Fire Department Connection locations shall be approved by the Fire Marshal.

Building & Site Plan Review:

A site plan showing building locations has been submitted. The applicant shall meet the requirements for setbacks, distances to/from property lines, height limitations, separations from other buildings and any other requirements as set forth in the Uniform Building Code, and the Oregon Uniform Fire Code.

The applicant has specifically requested a Major Variance to the front yard set back inside the Loop Road due to constraints of the site. Keizer Fire District has no objection to this request provided that access road widths are not compromised, potentially delaying the response of emergency vehicles. Additionally, any requests to reduce building set backs would be subject to review and approval by Marion County Building Department plans review staff.

Conclusion:

As additional plans are submitted in the future, Keizer Fire District shall review and provide comments specific to that particular plan. The intent of this document is to provide a general overview of Fire Code requirements based on the preliminary plan documents recently submitted.

Please direct any questions regarding this document to, Joel Stein, Keizer Fire District Fire Marshal.

Respectfully submitted,



Joel Stein
Fire Marshal
Keizer Fire District

cc: Greg Frank, Fire Chief, Keizer Fire District
Nate Brown, Community Development Director
Jim Trussell, Marion County Building Department



REQUEST FOR COMMENTS

Master Plan/Major Variance

Case No. 2004-38

RECEIVED
CITY OF KEIZER

SEP 08 2004

August 31, 2004

COMMUNITY DEVELOPMENT

TO: Salem-Keizer School District

FROM: Cheryl Vafakos, Associate Planner

CASE: Master Plan Case No. 2004-38

RESPONSE DATE: September 14, 2004

SEP 3'04 am 11:30

APPLICATION: The applicant is requesting approval of a Master Plan for "Area D" of the Keizer Station Plan. This approval will allow the development of high quality light industrial office space, and retail space which does not exceed 30% of the gross floor area. The applicant is also requesting a Major Variance to the front yard setback requirement on the inside of the loop road due to the constraints of the site and the required transportation system which will allow parking and structures to be placed up to 10 feet of the street right-of-way.

APPLICANT: Chemawa Station LLC

LOCATION: The subject property is located in Area D of the Keizer Station Plan.

ZONE: IBP (Industrial Business Park)

The Community Development Department is soliciting comments from affected agencies on the above referenced land use application. These comments will be considered as part of the staff report. Please return your comments to our office by 9/14/2004 in order that we may process the application in a timely manner. Phone calls are acceptable if it is not possible to respond in writing by this date. If we receive no response, we will assume your agency has no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Community Development Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to Cheryl Vafakos, Associate Planner, at (503) 390-3700. Thank you for your assistance.

PLEASE CHECK THE APPROPRIATE ITEMS:

- ☒ Our agency reviewed the proposal and determined we have no comment.
- ☐ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.

☐ Our comments are in the attached letter.

☐ Our Agency's comments are: _____

Post-it* Fax Note 7671		Date 9.7.04	# of pages 1
To Cheryl Vafakos	From David Fridenmaker		
City of Keizer	Salem-Keizer School		
Phone #	503.399.3290		
Fax # 503.390.8288	Fax #		

Response Date: 9.8.04

Person commenting: _____

Salem-Keizer Public Schools
David Fridenmaker, Director of P&C
3630 State Street
Salem, OR 97301
503-399-3290



RECEIVED
CITY OF KEIZER
SEP 20 2004
COMMUNITY DEVELOPMENT

REQUEST FOR COMMENTS

RECEIVED

August 31, 2004

TO: Marion County Surveyor's Office

FROM: Cheryl Vafakos, Associate Planner

SEP 7 2004

CASE: Master Plan Case No. 2004-38

MARION COUNTY SURVEYOR

RESPONSE DATE: September 14, 2004

APPLICATION: The applicant is requesting approval of a Master Plan for "Area D" of the Keizer Station Plan. This approval will allow the development of high quality light industrial office space, and retail space which does not exceed 30% of the gross floor area. The applicant is also requesting a Major Variance to the front yard setback requirement on the inside of the loop road due to the constraints of the site and the required transportation system which will allow parking and structures to be placed up to 10 feet of the street right-of-way.

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- ☐ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.
- ☒ Our comments are in the attached letter.
- ☐ Our Agency's comments are: _____

Response Date: 9/15/04

Person commenting: MARK BIGGINS

CHEMAYWA STATIONComments on Planning Action: CASE # 2004 - 38Date 9/15/04 Person Commenting MARY EGGINS

Subdivision:

- ☒ 1. Subdivision name must be approved per ORS 92.090.
- ☒ 2. Must be surveyed and platted per ORS 92.050.
- ☒ 3. Subdivision plat must be submitted for review.
- ☒ 4. Checking fee and second mylar fee required.
- ☒ 5. Per ORS 92.065 - Remaining monumentation bond may be required if some of the plat monuments have not been set and/or the installation of street and utility improvements has not been completed, or other conditions or circumstances cause the delay (or resetting) of monumentation.
- ☒ 6. Plant service report and/or title report must be submitted at the time of review.

Partition:

- ☐ 1. No survey required on parcels created over ten acres.
- ☐ 2. Parcels ten acres and less must be surveyed.
- ☐ 3. Per ORS 92.050, plat must be submitted for review.
- ☐ 4. Checking fee, second mylar fee, and recording fee required.
- ☐ 5. Plant service report and/or title report must be submitted at the time of review.

Property Line Adjustment:

- ☐ 1. No survey required.
 - ☐ a. The adjustment is a distance of even width along a common boundary.
 - ☐ b. The abutting properties are each greater than ten acres.
- ☐ 2. Must be surveyed per ORS 92.060 (7) and the survey submitted for review.
- ☐ 3. Survey checking fee required at the time of review.
- ☐ 4. Property line adjustment deed shall be recorded with the county clerk.

Per ORS 92.190 (4): The deed shall contain the names of the parties, the description of the adjusted line, references to original recorded documents and signatures of all parties with proper acknowledgment.
- ☐ 5. Property Line Adjustment within a recorded subdivision or partition plat (Requires a Replat, See Page 2)



REQUEST FOR COMMENTS

August 31, 2004

TO: Chief Adams

FROM: Cheryl Vafakos, Associate Planner

CASE: Master Plan Case No. 2004-38

RESPONSE DATE: **September 14, 2004**

APPLICATION: The applicant is requesting approval of a Master Plan for "Area D" of the Keizer Station Plan. This approval will allow the development of high quality light industrial office space, and retail space which does not exceed 30% of the gross floor area. The applicant is also requesting a Major Variance to the front yard setback requirement on the inside of the loop road due to the constraints of the site and the required transportation system which will allow parking and structures to be placed up to 10 feet of the street right-of-way.

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LOCATION: The subject property is located in Area D of the Keizer Station Plan.

ZONE: IBP (Industrial Business Park)

The Community Development Department is soliciting comments from affected agencies on the above referenced land use application. These comments will be considered as part of the staff report. Please return your comments to our office by **9/14/2004** in order that we may process the application in a timely manner. Phone calls are acceptable if it is not possible to respond in writing by this date. If we receive no response, we will assume your agency has no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Community Development Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to Cheryl Vafakos, Associate Planner, at (503) 390-3700. Thank you for your assistance.

PLEASE CHECK THE APPROPRIATE ITEMS:

_____ Our agency reviewed the proposal and determined we have no comment.

_____ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.

_____ Our comments are in the attached letter.

_____ Our Agency's comments are: *Development will create need for additional police officers.*

Response Date: *9-2-4*

Person commenting: *[Signature]*



REQUEST FOR COMMENTS

RECEIVED

August 31, 2004

SEP 13 2004

CITY OF KEIZER
OREGON 97303

TO: PGE
FROM: Cheryl Vafakos, Associate Planner
CASE: Master Plan Case No. 2004-38
RESPONSE DATE: September 14, 2004

APPLICATION: The applicant is requesting approval of a Master Plan for "Area D" of the Keizer Station Plan. This approval will allow the development of high quality light industrial office space, and retail space which does not exceed 30% of the gross floor area. The applicant is also requesting a Major Variance to the front yard setback requirement on the inside of the loop road due to the constraints of the site and the required transportation system which will allow parking and structures to be placed up to 10 feet of the street right-of-way.

APPLICANT: Chemawa Station LLC

LOCATION: The subject property is located in Area D of the Keizer Station Plan.

ZONE: IBP (Industrial Business Park)

The Community Development Department is soliciting comments from affected agencies on the above referenced land use application. These comments will be considered as part of the staff report. Please return your comments to our office by 9/14/2004 in order that we may process the application in a timely manner. Phone calls are acceptable if it is not possible to respond in writing by this date. If we receive no response, we will assume your agency has no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Community Development Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to Cheryl Vafakos, Associate Planner, at (503) 390-3700. Thank you for your assistance.

PLEASE CHECK THE APPROPRIATE ITEMS:

- ☒ Our agency reviewed the proposal and determined we have no comment.
- ☐ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.
- ☐ Our comments are in the attached letter.
- ☐ Our Agency's comments are: _____

Response Date: 09/09/04

Person commenting: _____

Adam Ross
Distribution Engineer
Portland General Electric Company
PH (503) 463-6163

PUBLIC

CITY OF *Salem*
AT YOUR SERVICE

WORKS

RECEIVED
CITY OF KEIZER

SEP 17 2004

MEMO

COMMUNITY DEVELOPMENT

TO: Cheryl Vafakos, Associate Planner
Keizer Community Development Department

THRU: Glenn Davis, P.E., Chief Development Services Engineer *GD*
Public Works Department

FROM: Leta Gay Snyder, Development and Inspection Specialist *GD for LGS*
Public Works Department

DATE: September 15, 2004

SUBJECT: CITY OF SALEM, PUBLIC WORKS RECOMMENDATIONS
MASTER PLAN CASE NO. 2004-38
"AREA D" OF THE KEIZER STATION PLAN
2500 BLOCK CHEMAWA ROAD NE
OFFICE AND RETAIL DEVELOPMENT COMPLEX

PROPOSAL

City of Keizer, Master Plan approval for "Area D" of the Keizer Station Plan.

RECOMMENDED CONDITIONS OF APPROVAL

1. The applicant shall be required to evaluate the existing public sanitary sewer system to serve the proposed development.
2. The applicant shall be required to construct a public sanitary sewer system conforming to the Salem Sewer Design Standards to the satisfaction of the City of Salem Public Works Director.

FACTS AND FINDINGS

Sanitary Sewer

1. Existing Conditions
 - a. There is an existing 8-inch sanitary sewer line in Ridge Drive NE. This line feeds into a 10-inch sanitary sewer line in Chemawa Road NE west of the railroad tracks.

Code authority references are abbreviated in this document as follows: *Salem Revised Code* (SRC); *Public Works Design Standards* (PWDS); *Salem Transportation System Plan* (Salem TSP); and *Stormwater Management Plan* (SMP).

- b. There are no sanitary sewer lines to the east of the railroad tracks either north or south of Chemawa Road NE.
 - c. Sanitary Sewer System is under the jurisdiction of the City of Salem.
2. As a condition of sewer service, all developments will be required to provide public sewers to adjacent upstream parcels. This shall include the extension of sewer mains in easements or rights-of-way across the property to adjoining properties, and across the street frontage of the property to adjoining properties when the main is located in the street right-of-way. This shall include trunk sewers that are oversized to provide capacity for upstream development (SRC 63.185; PWDS 2.00).
 3. Any public sanitary sewer crossing adjacent lots or parcels shall require a minimum 10-foot-wide easement to provide access for maintenance or repair and for protection of the system (SRC 63.165).
 4. The Civil Engineer for the proposed development stated that they will be connecting to a future sanitary sewer line to be constructed with the proposed development to the north. The City of Salem Public Works Department will require an evaluation of the existing sanitary sewer system to determine the impacts of the proposed developments on this system. The future alignment and capacity of the public sanitary sewer lines shall be approved to the satisfaction of the City of Salem Public Works Director.
 5. The sanitary sewer lines shall meet the requirements of the *Oregon Administrative Rules*, Chapter 333 on Public Water Systems when building near or crossing over public water mains.

General Comments

1. Public construction permits are required from the City of Salem to construct public sanitary sewer mains. The construction permits shall be designed and constructed to meet the requirements of the City of Salem PWDS and *Standard Construction Specifications*. Private sanitary sewer permits will not be issued by the City of Salem Permit Application Center until all construction plans have been approved by the Public Works Department.
2. Building over pipelines or within utility easements is prohibited (SRC 63.165; Policy and Procedure GM 1-24).
3. All utility easements required to extend the sanitary sewer system to or through the subject property or adjacent properties shall be the obligation of the applicant (SRC 63.165).

RECEIVED
CITY OF KEIZER

SEP 21 2004

COMMUNITY DEVELOPMENT

REQUEST FOR COMMENTS

August 31, 2004

TO: Salem Transit District

FROM: Cheryl Vafakos, Associate Planner

CASE: Master Plan Case No. 2004-38

RESPONSE DATE: September 14, 2004

APPLICATION: The applicant is requesting approval of a Master Plan for "Area D" of the Keizer Station Plan. This approval will allow the development of high quality light industrial office space, and retail space which does not exceed 30% of the gross floor area. The applicant is also requesting a Major Variance to the front yard setback requirement on the inside of the loop road due to the constraints of the site and the required transportation system which will allow parking and structures to be placed up to 10 feet of the street right-of-way.

APPLICANT: Chemawa Station LLC

LOCATION: The subject property is located in Area D of the Keizer Station Plan.

ZONE: IBP (Industrial Business Park)

The Community Development Department is soliciting comments from affected agencies on the above referenced land use application. These comments will be considered as part of the staff report. Please return your comments to our office by 9/14/2004 in order that we may process the application in a timely manner. Phone calls are acceptable if it is not possible to respond in writing by this date. If we receive no response, we will assume your agency has no concerns. You may use this response form, or, attach a separate letter. Please return your written responses to the Keizer Community Development Department, P.O. Box 21000, Keizer, Oregon 97307-1000. Questions regarding the application may be directed to Cheryl Vafakos, Associate Planner, at (503) 390-3700. Thank you for your assistance.

PLEASE CHECK THE APPROPRIATE ITEMS:

- ☐ Our agency reviewed the proposal and determined we have no comment.
- ☐ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.
- ☐ Our comments are in the attached letter.
- ☒ Our Agency's comments are: This development is not conducive to

transit ridership. Store entrances closer to
the main street would encourage bus ridership.

Response Date: 9-20-04 Person commenting: Lorna Danielson
Salem-Keizer Transit

555 Court Street NE, Suite 5230
Salem, OR 97301-3736

503-588-2424 Fax 503-566-3933
E-mail: sat@cherriots.org

RECEIVED

OCT 07 2004

CITY OF KEIZER
OREGON 97303


Cherriots

October 5, 2004

City of Keizer
Attn: Nate Brown
Community Development Director
930 Chemawa Road N. E.
P.O. Box 21000
Keizer, OR 97307

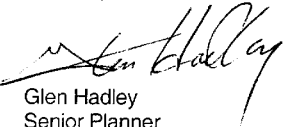
Dear Mr. Brown:

I met with Mr. Ken Deaner of KJD Architecture to review the site plans for the Chemawa LLC, Chemawa Keizer Station in the area south of Chemawa Road and west of I-5. The purpose of this review was to determine what if any transit facilities should be included in the development. As discussed with Mr. Deaner, the development is not designed in a manner that encourages or fosters transit ridership. A design that places large parking lots between transit stops and businesses creates impediments for pedestrians. These impediments restrict and in many cases prohibit good and easy access to the businesses and create many safety conflicts between cars and pedestrians, all which are deterrents to transit ridership.

Salem-Keizer Transit planning and operation staff reviewed the development plan and determined this design would need to be served from the semi-circle drive, to be built south of Chemawa Road. The bus stop would be a curb side stop and shelter placed on the south side of the proposed semi-circle drive. Salem-Keizer Transit requests that as the development moves forward the developer work with SKT staff to determine the best location for the stop and shelter. The bus stop should be marked in someway, such as painting the curb yellow, to prevent parking at the bus stop and that the shelter be provided and placed as part of the development.

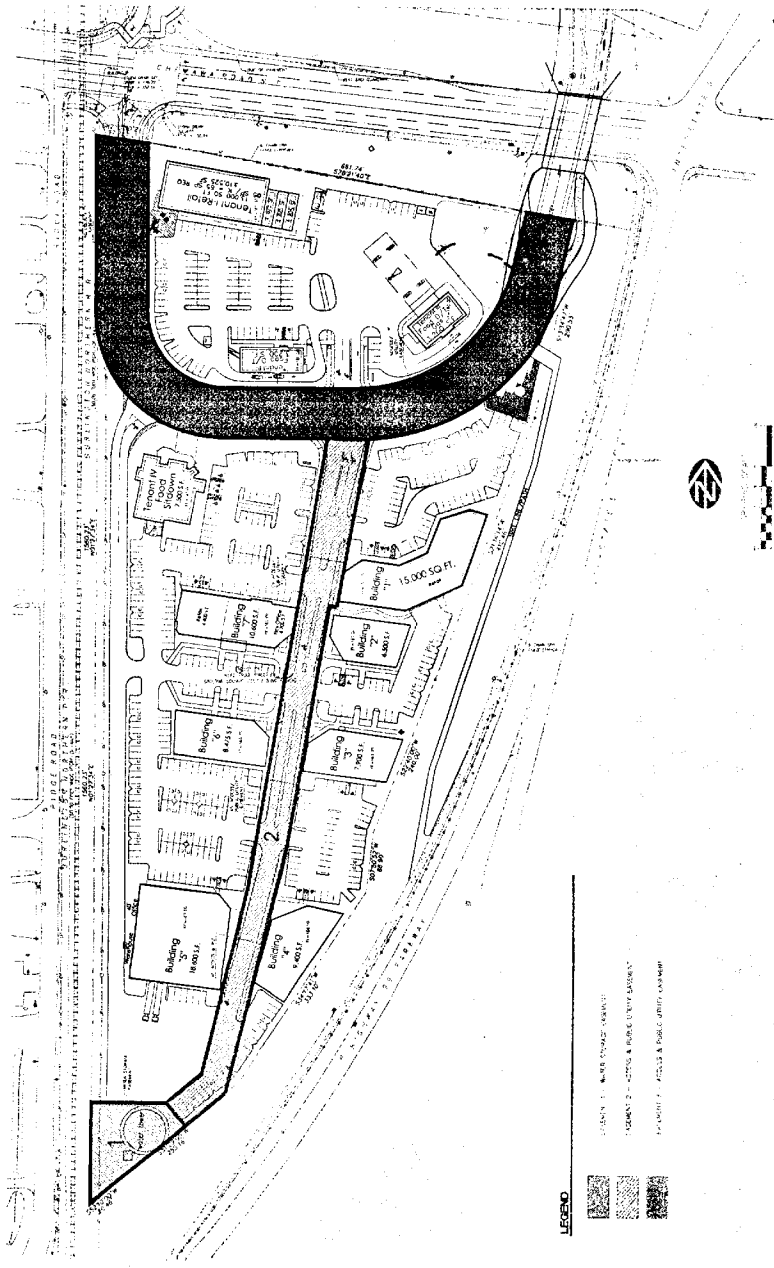
Salem-Keizer Transit appreciates the opportunity to comment on this development plan and looks forward to working with the City of Keizer on this project. If you have any comments or if there is anything I can help with please call me, at 503-588-2424.

Sincerely,


Glen Hadley
Senior Planner

cc: Ken Deaner

Exhibit 7
 Master Plan/Major Variance
 Case No. 2004-38



LEGEND

- EASEMENT 1 - MAJOR VARIANCE - ADJACENT
- EASEMENT 2 - ADJACENT & MAJOR VARIANCE - ADJACENT
- EASEMENT 3 - ADJACENT & MAJOR VARIANCE - ADJACENT

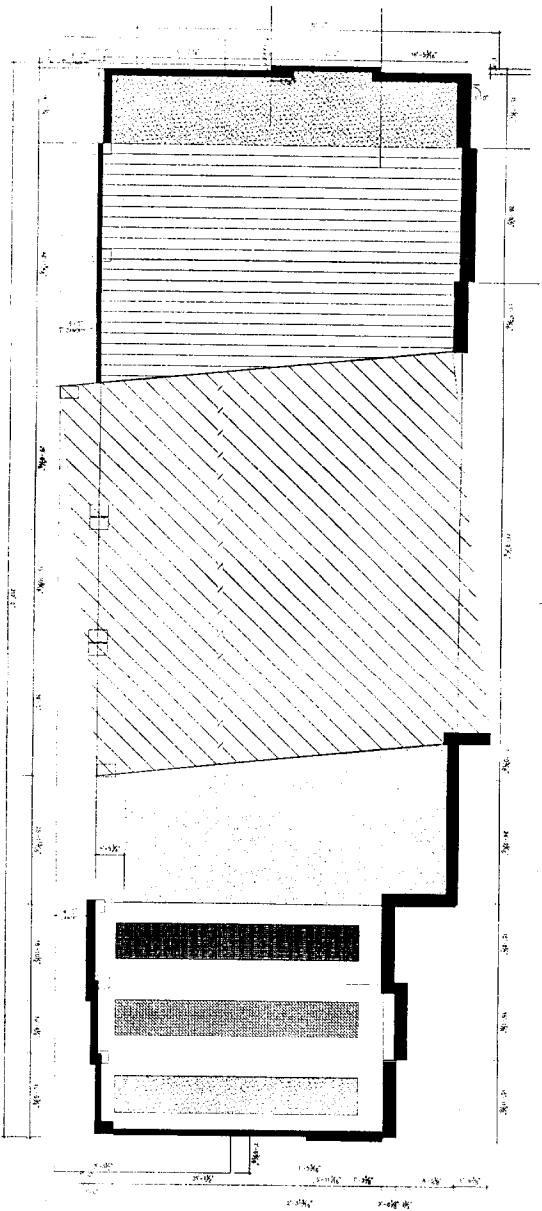


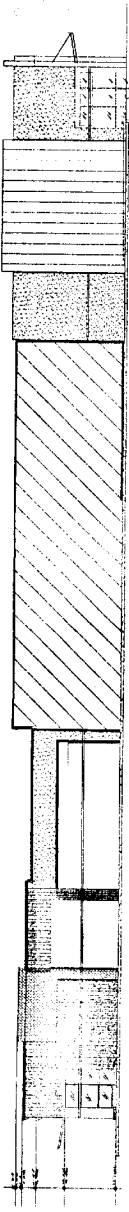
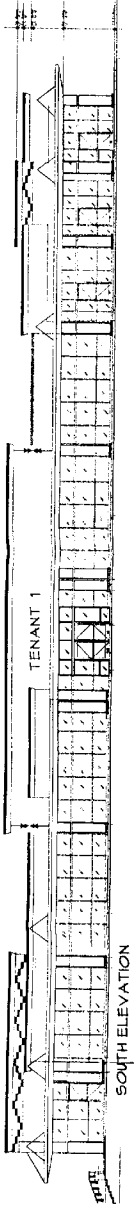
Exhibit '8 A'
Master Plan/Major Variance
Case No. 2004-38



Master Plan

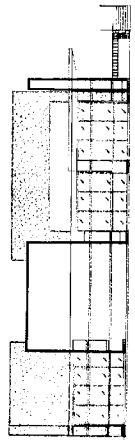
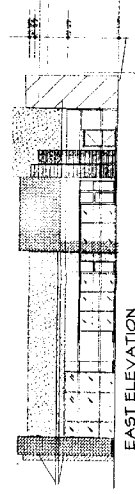
PREPARED BY: ZAC CHECKED BY: [blank] DATE: [blank]		PROJECT NO: 03009 DATE: [blank]		DRAWING: 1-1 DATE: 10/10/04		PROJECT: [blank]	
SHEET: [blank] TOTAL: [blank]		CITY OF ASTORIA TITLE: [blank]		PROJECT: [blank]		DRAWING: [blank]	

KID
ARCHITECTURE



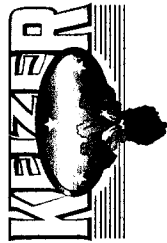
NORTH ELEVATION

Exhibit 8 B
Master Plan Major Variance
Case No. 2004-38



WEST ELEVATION

Master Plan



AGENDA ITEM 5b

Keizer Station Master Plan - Area A - Amendment

October 18, 2004

COUNCIL MEETING: _____

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: NATE BROWN
COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT: PUBLIC HEARING: AMENDMENT OF KEIZER STATION AREA A,
FILE #2004-21, CONDITION OF APPROVAL.**

BACKGROUND:

When Council considered the Master Plan of Area A, staff recommended that an overall height limitation be established which would reflect the application materials submitted with the application. In practicality, this limitation is not conducive to the overall objectives and intent of that approval. Staff recommends the specific building height limitations be revised.

ISSUE:

As part of staff review of the materials submitted with the master plan approval of Area A, plans for the smaller retail areas were analyzed and conditions of approval, limiting the overall height to 23 feet in height, were established which are intended to keep buildings at a scale that would be appropriate. Based on meetings with representatives of Lowe's, where these specific conditions have been applied to their proposed building, and in reviewing the materials of the original submission, it has been demonstrated that the restriction of 23 feet in height is too limiting and also will not be practicable when the standards are applied to the multiple story buildings in the plan.

It is still an important objective to maintain an appropriate human scale for all buildings in the Keizer Station. The language which ensures variation in materials and architectural elements must still be maintained. The language on height limitation, however, in order to allow these conditions pertaining to design to be applicable to all building types within the Keizer Station Area A, should delete the language pertaining to height from that condition. Clarification should also be added to clarify what is intended in reference to "architectural features" and "varied vertical elements".

The following is proposed language which would address these issues, additional language showing as underlined and deleted language shown as ~~strikethrough~~:

54. The elevations of all buildings shall be varied in texture, and building materials and shall create a very human scale in blocking and incorporate human scale design elements. Elevations of all buildings shall incorporate no more than fifteen feet between varied vertical elements (such as scoring, patterns and textures), an average height of 23 feet punctuated frequently with various architectural accents features (such as columns, projections, and differing planes), with no greater than 22 feet ~~in width and no higher than 28 feet to the eave line between such features.~~ A variety of materials, varied at the same frequency as the architectural elements, shall be used and shall conform to the samples in the submitted materials. These materials shall incorporate cultured stone, five varieties of split face Concrete Mortar Units (CMU's), as well as smooth faced CMU walls. The colors used shall be in compliance with the Development Standards.

Findings:

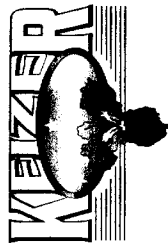
The stated purposes and intent of the Keizer Station Plan indicate the city's intent to promote effective design and economic activity. The adjustment of conditions of approval in Area A Master plan to allow more flexibility in building heights, while maintaining and clarifying the requirements for architecturally interesting and appropriately scaled buildings, supports these stated objectives.

The adjustment in height restrictions will not adversely affect the design intent of the Master Plan (File #2004-21) approval.

RECOMMENDATION:

Open the public hearing, receive testimony and deliberate on the merits of the amendment; close the public hearing.

Approve staff recommendation to amend the conditions of master plan approval for Area A (file # 2004-21) of the Keizer Station and adopt findings as outlined in the staff report, and direct staff to prepare an order for council adoption.



AGENDA ITEM 8a

RESOLUTION - Endorsement of the Youth Compact

October 18, 2004

COUNCIL MEETING: October 18, 2004

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

FROM: YOUTH COMPACT REPRESENTATIVES

**Janet Carlson, Marion County Commissioner
Steve Chambers, School District Board Member
Bonnie Heitsch, School District Board Member
Chuck Lee, Keizer Councilor
Krina Lemons, School District Board Member
Tom Ritchey, Polk County Commissioner
Bruce Rogers, Salem Councilor
Rick Stucky, Salem Councilor
Judy Smith, Keizer Councilor
Kasia Quillinan, Salem Councilor**

SUBJECT: RESOLUTION – ENDORSEMENT OF THE YOUTH COMPACT

ISSUE

Shall the five partners in the Youth Compact reaffirm their participation by adopting the recommended joint resolution?

BACKGROUND

1. In the fall of 1996 the City of Salem, City of Keizer, Marion County, Polk County, and the Salem-Keizer School District formed, by resolution, the Youth Compact. The formation of the Compact was achieved to have a "shared goal of developing a well-thought out plan to address the needs of youth . . . practice inter-jurisdictional cooperation . . . maximize community resources, expand the pool of knowledge, clarify roles and responsibilities, establish and strengthen communication, cause greater effectiveness and efficiency, and establish a focused, integrated, and organized approach to the delivery of youth programs, services, and opportunities."
2. In the fall of 1998, each jurisdiction reaffirmed their participation in the Youth Compact and agreed to be collaborative partners in the implementation of the *Making After-*

School Count report and strategic directions. The actions taken in 1998 gave focus and direction to each jurisdiction as work continued on activities in the after school hours.

FACTS AND FINDINGS

1. This past year the Youth Compact focused its study on the Search Institute's 40 Developmental Assets. These 40 assets have been identified as the positive building blocks that young people need to grow up to be healthy, principled, and caring adults. The more assets young people have, the more likely they are to engage in positive behaviors . . . they are less likely to be engaged in at-risk behaviors. Members have all recognized that building assets in youth is a long term effort by individuals, organizations, and the community. Everyone can build assets in our local youth. The 40 Development Assets movement is a 100-year effort to elevate collective consciousness and expand efforts to focus tangible actions that benefit our youth in both tangible and intangible ways.
2. Since the last reaffirmation of the Youth Compact, there have been several leadership changes. However, current Compact representatives agree the needs of our youth have not diminished and there is benefit in the collective focus on our youth. It seems appropriate, at this eight-year juncture of the Youth Compact, to return to the policy bodies of the five jurisdictions and reaffirm participation in the Compact. This would include appointing representatives (elected and staff) to participate in the current focus and work of the Compact to increase the numbers of Caring Adults in the Lives of Youth and become Asset Building Organizations.
3. At their most recent meeting, October 1, 2004 the members of the Youth Compact agreed, through consensus, to return to their respective jurisdictions with the recommendation for each to reaffirm participation in the Youth Compact by adopting the updated joint resolution.

RECOMMENDATION

Adopt the joint Resolution for the Youth Compact to achieve the following:

1. Endorse the Youth Compact and its work on behalf of our youth;
2. Be an active, participating member in the Youth Compact by adopting a strategic goal of being an Asset Building Organization;
3. Pledge the participation of the organization by appointing elected officials to participate actively in the business of the Youth Compact; and
4. Appoint staff members or other representatives to participate in the work of the Youth Compact Design Team

40 Developmental Assets

Search Institute has identified the following building blocks of healthy development that help young people (ages 12 to 18) grow up healthy, caring, and responsible.

Category		Asset Name and Definition
External Assets	Support	1. Family support—Family life provides high levels of love and support.
		2. Positive family communication—Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parent(s).
		3. Other adult relationships—Young person receives support from three or more nonparent adults.
		4. Caring neighborhood—Young person experiences caring neighbors.
		5. Caring school climate—School provides a caring, encouraging environment.
		6. Parent involvement in schooling—Parent(s) are actively involved in helping young person succeed in school.
	Empowerment	7. Community values youth—Young person perceives that adults in the community value youth.
		8. Youth as resources—Young people are given useful roles in the community.
		9. Service to others—Young person serves in the community one hour or more per week.
		10. Safety—Young person feels safe at home, at school, and in the neighborhood.
	Boundaries & Expectations	11. Family boundaries—Family has clear rules and consequences, and monitors the young person's whereabouts.
		12. School boundaries—School provides clear rules and consequences.
		13. Neighborhood boundaries—Neighbors take responsibility for monitoring young people's behavior.
		14. Adult role models—Parent(s) and other adults model positive, responsible behavior.
	Constructive Use of Time	15. Positive peer influence—Young person's best friends model responsible behavior.
		16. High expectations—Both parent(s) and teachers encourage the young person to do well.
		17. Creative activities—Young person spends three or more hours per week in lessons or practice in music, theater, or other arts.
		18. Youth programs—Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in the community.
		19. Religious community—Young person spends one or more hours per week in activities in a religious institution.
		20. Time at home—Young person is out with friends "with nothing special to do" two or fewer nights per week.
Internal Assets	Commitment to Learning	21. Achievement motivation—Young person is motivated to do well in school.
		22. School engagement—Young person is actively engaged in learning.
		23. Homework—Young person reports doing at least one hour of homework every school day.
		24. Bonding to school—Young person cares about her or his school.
	Positive Values	25. Reading for pleasure—Young person reads for pleasure three or more hours per week.
		26. Caring—Young person places high value on helping other people.
		27. Equality and social justice—Young person places high value on promoting equality and reducing hunger and poverty.
		28. Integrity—Young person acts on convictions and stands up for her or his beliefs.
	Social Competencies	29. Honesty—Young person "tells the truth even when it is not easy."
		30. Responsibility—Young person accepts and takes personal responsibility.
		31. Restraint—Young person believes it is important not to be sexually active or to use alcohol or other drugs.
		32. Planning and decision making—Young person knows how to plan ahead and make choices.
	Positive Identity	33. Interpersonal competence—Young person has empathy, sensitivity, and friendship skills.
		34. Cultural competence—Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.
		35. Resistance skills—Young person can resist negative peer pressure and dangerous situations.
		36. Peaceful conflict resolution—Young person seeks to resolve conflict nonviolently.
		37. Personal power—Young person feels he or she has control over "things that happen to me."
		38. Self-esteem—Young person reports having a high self-esteem.
		39. Sense of purpose—Young person reports that "my life has a purpose."
		40. Positive view of personal future—Young person is optimistic about her or his personal future.

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1 **CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON**

2 **Resolution R2004- _____**

3 **ENDORSEMENT OF YOUTH COMPACT**

4
5 **WHEREAS, in 1996 the City of Keizer, City of Salem, Marion County,**
6 **Polk County, and the Salem-Keizer School District formed, by joint resolution,**
7 **the Youth Compact.**

8
9 **WHEREAS, in 1998 the City of Keizer, City of Salem, Marion County,**
10 **Polk County, and the Salem-Keizer School District reaffirmed their**
11 **participation in the Youth Compact and agreed to be collaborative partners in**
12 **the implementation of the Making After School Count strategic directions.**

13
14 **WHEREAS, the City of Keizer, City of Salem, Marion County, Polk**
15 **County, and the Salem-Keizer School District have endorsed the vision, "we**
16 **choose to be active partners in a community where everyone is committed to**
17 **the well-being of children and the strengthening of families."**

18
19 **WHEREAS, a mutual goal is shared by the above jurisdictions that there**
20 **be a well-thought-out plan to address the needs of youth in the Salem and**
21 **Keizer areas that efficiently uses government resources and capitalizes on**
22 **community resources.**

23
24 **WHEREAS, there is a recognition of the need for inter-jurisdictional**
25 **cooperation and non-duplication of efforts, programs, and services; as well**
26 **as addressing increased population and system demands, competition for**
27 **diminishing resources, and youth issues in our communities.**

28
29 **WHEREAS, the benefits of working cooperatively will maximize**
30 **community resources; expand the pool of knowledge; clarify roles and**
31 **responsibilities; establish and strengthen communication; cause greater**
32 **effectiveness and efficiency; and establish a focused, integrated, and**
33 **organized approach to the delivery of youth programs, services, and**
34 **opportunities.**

35
36 **WHEREAS, it is mutually advantageous to formalize the commitment**
37 **and agreement among the five jurisdictions to voluntarily link visions,**

1 perspectives, plans, and resources for the improved well-being of Salem and
2 Keizer area youth and their community.

3
4 WHEREAS, each jurisdiction has the capacity to become an Asset
5 Building Organization to affect actions and efforts that support the Search
6 Institute's 40 Developmental Assets and the Youth Compact's focus of
7 "Caring Adults in the Lives of Youth".

8
9 WHEREAS, each participating jurisdiction is responsible for setting its
10 own policy and allocating its own resources;

11
12 NOW, THEREFORE the City Council of the City of Keizer hereby resolves
13 to:

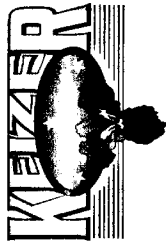
- 14
15 1. Endorse the Youth Compact and its work on behalf of our youth;
16
17 2. Be an active, participating member in the Youth Compact by
18 adopting a strategic goal of being an Asset Building Organization;
19
20 3. Pledge the participation of the organization by appointing
21 elected officials to participate actively in the business of the
22 Youth Compact; and
23
24 4. Appoint staff members or other representatives to participate in
25 the work of the Youth Compact Design Team.
26

27 PASSED this ____ day of _____, 2004.

28 SIGNED this ____ day of _____, 2004.

29
30
31 _____
32 Mayor

33
34 _____
35 City Recorder
36



October 18, 2004

AGENDA ITEM 9a

**RESOLUTION - Approving Engineer's Report for
Lent Estates Street Lighting District**

COUNCIL MEETING: October 18, 2004

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: TRACY L. DAVIS, CMC 
CITY RECORDER**

**SUBJECT: LENT ESTATES STREET LIGHTING LOCAL IMPROVEMENT
DISTRICT**

ISSUE:

On September 20, 2004, the City Council adopted Resolution R2004-1526 declaring the City's intent to initiate Lent Estates Street Lighting Local Improvement District and directing the City Engineer to make a survey and file a written report with the City Recorder. This Council action was taken in response to a petition from the developer requesting the formation of a lighting district in this area.

Attached to this staff report is a City Engineer's report filed for Lent Estates Street Lighting Local Improvement District. The report was reviewed by the Public Works Department and found to meet the guidelines as outlined in the City of Keizer Ordinance for development of street lighting districts. Upon adoption of the report by the City Council, a public hearing will be scheduled to receive any remonstrances to the formation of this street lighting district.

FISCAL IMPACT:

The costs for establishing the district in the first year include a fee for the engineers report and an administrative fee to cover the costs for advertising and staff time in establishing the district. The City receives reimbursement from the property owners for these costs and the actual electricity used through assessments placed on the tax rolls. All activity is budgeted through the Street Lighting District Fund.

RECOMMENDATION:

It is recommended City Council adopt a Resolution approving the City Engineer's Report and set the public hearing date for November 1, 2004 to consider remonstrances and other comments on the district's formation and objections to proposed assessments.

1 **CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON**

2
3 **Resolution R2004-_____**

4
5 **APPROVING THE CITY ENGINEER'S REPORT; DECLARING**
6 **THE CITY'S INTENT TO FORM LENT ESTATES STREET LIGHTING LOCAL**
7 **IMPROVEMENT DISTRICT; PROVIDING NOTICE AND SETTING HEARING**

8
9 **BE IT RESOLVED** by the City Council of the City of Keizer, Oregon:

10 Section 1. That the City Council hereby finds the City Engineer's Report, marked as
11 exhibit "A" and by this reference incorporated herein, containing preliminary plans and an
12 estimate of probable costs for Lent Estates Street Lighting Local Improvement District which
13 was filed with the City Recorder on October 12, 2004 to be satisfactory, and the same are
14 hereby approved and adopted.

15 Section 2. That the City Council hereby declares its intention to form Lent Estates
16 Street Lighting Local Improvement District and to make the lighting district improvements to
17 serve Lent Estates Street Lighting Improvement District.

18 Section 3. That the City Council hereby directs the City Recorder to give notice of its
19 intention to form Lent Estates Street Lighting Local Improvement District and to make the
20 improvements by sending notice to the property owners within the district stating a public
21 hearing will be held on November 1, 2004, said notice to also provide that information
22 required under City of Keizer Ordinance 94-278, an ordinance providing for procedures for
23 municipal lighting districts and special assessments.

24 PASSED this ____ day of _____, 2004.

25 SIGNED this ____ day of _____, 2004.

26 _____
27 Mayor

28 _____
29 City Recorder
30



City of Keizer

Phone: (503) 390-3700 • Fax: (503) 393-9437
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000

ENGINEER'S REPORT

FOR

LENT ESTATES SUBDIVISION

STREET LIGHTING DISTRICT

For City Council Action October 18, 2004



Renewal date: December 31, 2004

PREPARED BY:
Peterson Eng. Consultants, Inc.
4300 Cherry Ave. N
Keizer, OR 97303
(503) 390-7402

Date: October 6, 2004

Project File: 0902

"Pride, Spirit and Volunteerism"

TO: The Hon. Mayor and City Council

FROM: City Engineer's Office

SUBJECT: Street Lighting District for the Lent Estates Subdivision

Authority and Purpose: This report is submitted in accordance with the requirements of City of Keizer **Ordinance No. 94-278** and Council **Resolution 2004-1526** for the purpose of creating the subject Street Lighting District.

District Boundaries and Map: A Map of the proposed District is attached showing the areas benefitted by the street lights proposed to be installed.

Lighting Plan: The lighting improvements will consist of 6, 100 Watt, high pressure sodium, flat lens luminaries mounted on 6 foot long mast arms and attached to 30 foot gray fiberglass poles. This design is selected to be consistent with adjacent lighted areas. It is recommended that installation be accomplished by the following method:

The Developer would supply and install the luminaries and poles. Portland General Electric Co. (PGE) would install the underground or overhead wiring. PGE would also supply the electrical power to the District and maintain the luminaries and poles.

Estimated Costs:

Initial Cost and Annual costs -

6 Poles & 100 Watt luminaries @ \$4.98 per month each x 12 mos. =	\$358.56
Administrative Fee @ \$6.90/Lot:	186.30
Engineering @ \$14.00/Lot:	<u>378.00</u>
Total Assessment	<u>\$922.86</u>
(1) Per Lot Assessment (First Year, 27 Lots)	\$34.18

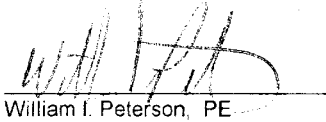
(1) Includes tax roll preparation, audit, delinquencies and miscellaneous administrative costs to the City as authorized by Res. 94-716.

Method of Assessment: It is recommended that the costs be assessed on a per lot basis to each parcel in the district.

The first year assessment would include the one time costs for District formation and engineering. Subsequent years assessments would reduce to \$13.28 per lot.

Assessment Roll: The attached preliminary assessment roll identifies the benefitted properties and the first year assessments to be levied against each.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'William I. Peterson', is written over a horizontal line. The signature is stylized with large, sweeping loops and is positioned above the printed name 'William I. Peterson, PE'.

William I. Peterson, PE

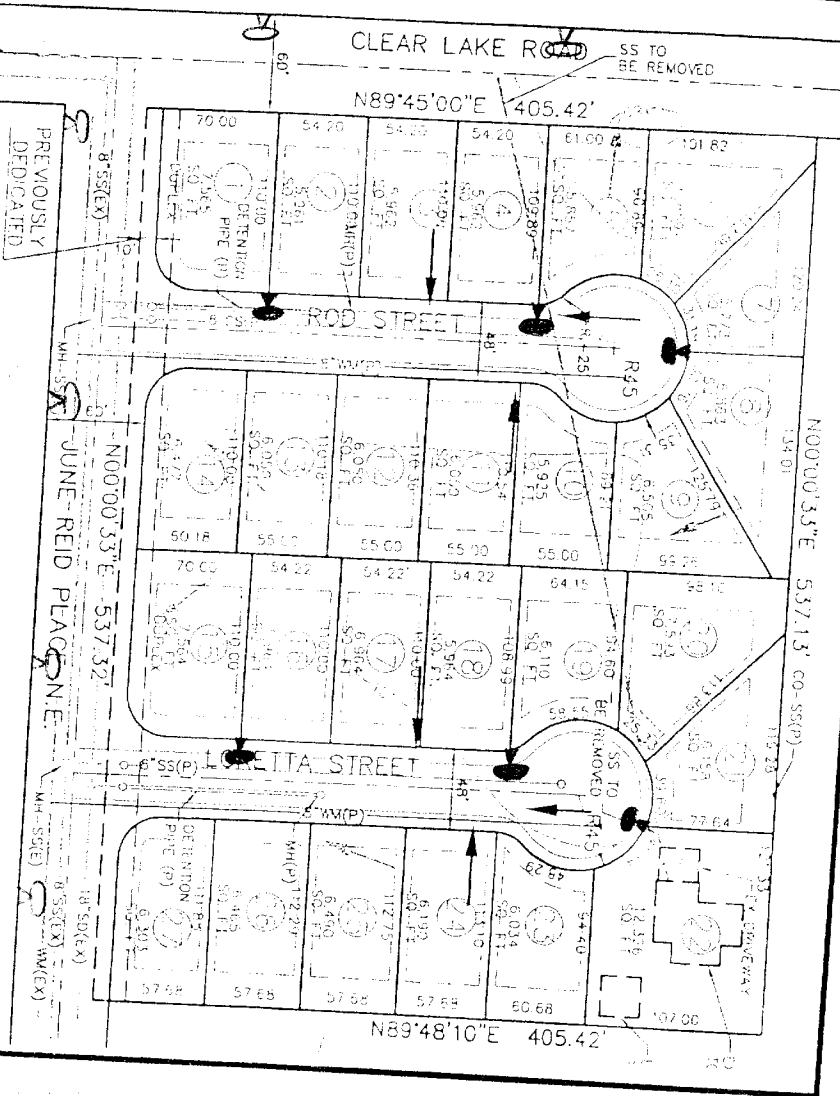
PRELIMINARY ASSESSMENT ROLL

LENT ESTATES SUBDIVISION
STREET LIGHTING DISTRICT

*Assessors Map 06 3W 23DB

<u>Tax Lot #:</u>	<u>Owners Name and Address</u>	<u>Cost per Lot</u>	<u>Lots</u>	<u>Assessment</u>
1800	LENT, RODNEY E & LENT, LORETTA R ET AL 7900 JUNE REID PL NE KEIZER, OR 97303	\$34.18	27	\$922.86

TOTAL ASSESSMENT: \$922.86



 - Proposed Street Light
  - Existing

PROPOSED PLAN MAP



AGENDA ITEM 9b

**RESOLUTION - Approving Engineer's Report for
Barnick Road Infill Project Street Lighting District**

October 18, 2004

COUNCIL MEETING: October 18, 2004

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: TRACY L. DAVIS, CMC 
CITY RECORDER**

**SUBJECT: BARNICK ROAD INFILL PROJECT STREET LIGHTING LOCAL
IMPROVEMENT DISTRICT**

ISSUE:

On September 20, 2004, the City Council adopted Resolution R2004-1527 declaring the City's intent to initiate Barnick Road Infill Project Street Lighting Local Improvement District and directing the City Engineer to make a survey and file a written report with the City Recorder. This Council action was taken in response to a petition from the developer requesting the formation of a lighting district in this area.

Attached to this staff report is a City Engineer's report filed for Barnick Road Infill Project Street Lighting Local Improvement District. The report was reviewed by the Public Works Department and found to meet the guidelines as outlined in the City of Keizer Ordinance for development of street lighting districts. Upon adoption of the report by the City Council, a public hearing will be scheduled to receive any remonstrances to the formation of this street lighting district.

FISCAL IMPACT:

The costs for establishing the district in the first year include a fee for the engineers report and an administrative fee to cover the costs for advertising and staff time in establishing the district. The City receives reimbursement from the property owners for these costs and the actual electricity used through assessments placed on the tax rolls. All activity is budgeted through the Street Lighting District Fund.

RECOMMENDATION:

It is recommended City Council adopt a Resolution approving the City Engineer's Report and set the public hearing date for November 1, 2004 to consider remonstrances and other comments on the district's formation and objections to proposed assessments.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2004-_____

**APPROVING THE CITY ENGINEER'S REPORT; DECLARING
THE CITY'S INTENT TO FORM BARNICK ROAD INFILL PROJECT STREET
LIGHTING LOCAL IMPROVEMENT DISTRICT; PROVIDING NOTICE AND SETTING
HEARING**

BE IT RESOLVED by the City Council of the City of Keizer, Oregon:

Section 1. That the City Council hereby finds the City Engineer's Report, marked as exhibit "A" and by this reference incorporated herein, containing preliminary plans and an estimate of probable costs for Barnick Road Infill Project Street Lighting Local Improvement District which was filed with the City Recorder on October 12, 2004 to be satisfactory, and the same are hereby approved and adopted.

Section 2. That the City Council hereby declares its intention to form Barnick Road Infill Project Street Lighting Local Improvement District and to make the lighting district improvements to serve Barnick Road Infill Project Street Lighting Improvement District.

Section 3. That the City Council hereby directs the City Recorder to give notice of its intention to form Barnick Road Infill Project Street Lighting Local Improvement District and to make the improvements by sending notice to the property owners within the district stating a public hearing will be held on November 1, 2004, said notice to also provide that information required under City of Keizer Ordinance 94-278, an ordinance providing for procedures for municipal lighting districts and special assessments.

PASSED this ____ day of _____, 2004.

SIGNED this ____ day of _____, 2004.

Mayor

City Recorder

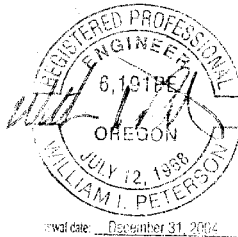


City of Keizer

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ENGINEER'S REPORT
FOR
BARNICK ROAD INFILL PROJECT
STREET LIGHTING DISTRICT

For City Council Action October 18, 2004



PREPARED BY:
Peterson Eng. Consultants, Inc.
4300 Cherry Ave. N
Keizer, OR 97303
(503) 390-7402

Date: October 6, 2004

Project File: 0903

"Pride, Spirit and Volunteerism"

TO: The Hon. Mayor and City Council

FROM: City Engineer's Office

SUBJECT: Street Lighting District for the Barnick Road Infill Project

Authority and Purpose: This report is submitted in accordance with the requirements of City of Keizer **Ordinance No. 94-278** and Council **Resolution 2004-1527** for the purpose of creating the subject Street Lighting District.

District Boundaries and Map: A Map of the proposed District is attached showing the areas benefitted by the street lights proposed to be installed.

Lighting Plan: The lighting improvements will consist of 3, 100 Watt, high pressure sodium, flat lens luminaries mounted on 6 foot long mast arms and attached to 30 foot gray fiberglass poles. This design is selected to be consistent with adjacent lighted areas. It is recommended that installation be accomplished by the following method:

The Developer would supply and install the luminaries and poles. Portland General Electric Co. (PGE) would install the underground or overhead wiring. PGE would also supply the electrical power to the District and maintain the luminaries and poles.

Estimated Costs:

Initial Cost and Annual costs -

3 Poles & 100 Watt luminaries @ \$4.98 per month each x 12 mos. =	\$179.28
Administrative Fee @ \$6.90/Lot:	69.00
Engineering @ \$14.00/Lot:	<u>140.00</u>
Total Assessment	\$388.28
(1)Per Lot Assessment (First Year, 10 Lots)	\$38.83

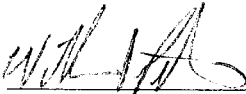
(1) Includes tax roll preparation, audit, delinquencies and miscellaneous administrative costs to the City as authorized by Res. 94-716.

Method of Assessment: It is recommended that the costs be assessed on a per lot basis to each parcel in the district.

The first year assessment would include the one time costs for District formation and engineering. Subsequent years assessments would reduce to \$17.93 per lot.

Assessment Roll: The attached preliminary assessment roll identifies the benefitted properties and the first year assessments to be levied against each.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'William I. Peterson', is written over a horizontal line.

William I. Peterson, PE

PRELIMINARY ASSESSMENT ROLL

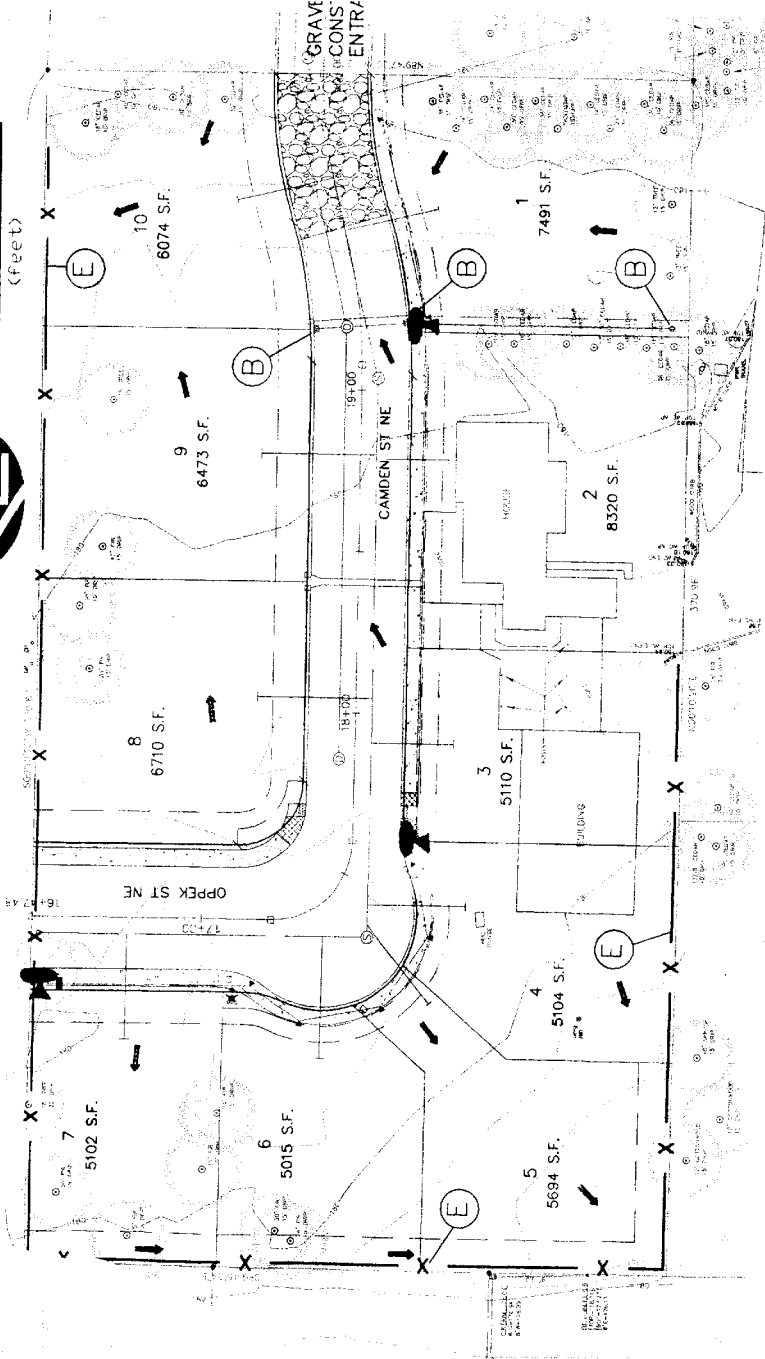
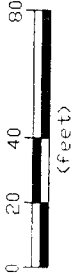
LENT ESTATES SUBDIVISION
STREET LIGHTING DISTRICT

*Assessors Map 06 3W 23DC

<u>Tax Lot #.</u>	<u>Owners Name and Address</u>	<u>Cost per Lot</u>	<u>Lots</u>	<u>Assessment</u>
500	KING, GORDON L 2085 COMMERCIAL ST NE SALEM, OR 97303	\$38.83	10	\$388.28

TOTAL ASSESSMENT: \$388.28

T - Proposed St. Light (3)



ures shall be in place prior to site
 control measures shall be implemented prior
 project to which the measures are
 maintained in such a manner as to ensure
 s not enter the drainage system,
 standards.

16. Sediment barriers shall be maintained until the up-slope area has been
 permanently stabilized. At no time shall more than one foot of sediment be allow
 to accumulate behind sediment fences, straw bales or bio-filter bags. Sediment
 be removed prior to reaching 1 foot in depth. New sediment barriers shall be ins
 uphill as required to control sediment transport.

17. Stabilized construction entrances shall be installed at the beginning of constru



AGENDA ITEM 9c

**Approval of September 7, 2004 Regular Session
Minutes**

October 18, 2004



**MINUTES
KEIZER CITY COUNCIL
Monday, September 7, 2004
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon**

CALL TO ORDER Mayor Christopher called the regular meeting to order at 7:04 pm.
Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Jacque Moir, Council President
Richard Walsh, Councilor
Chuck Lee, Councilor
Michel Gaynor, Councilor
Jim Taylor, Councilor
Judy K. Smith, Councilor
Delilah Calhoun, Youth Councilor

Staff:

Chris Eppley, City Manager
Shannon Johnson, City Attorney
Nate Brown, Community Development Director
Rob Kissler, Public Works
Dianne Hunt, Human Resources
Captain Jeff Kuhns, Police Department

FLAG SALUTE

Councilor Lee introduced the new Youth Councilor, Delilah Calhoun, a 17-year-old student at McNary High School. He added that last year she wrote for the McNary Piper and will work on the school yearbook this year. She enjoys playing tennis, watching sports, is interested in politics and is currently employed at Coldstone Creamery. Ms. Calhoun then led the Pledge of Allegiance.

**PUBLIC
TESTIMONY**

Paul Gorlinsky, 977 Crystal Springs Lane, Keizer spoke to Council regarding Senate Bill 179 regarding the school speed zone. He distributed some exhibits for council members to review and pointed out that, although new signs had been put up, there was no indication that traffic control had been changed. He added that he felt there were ambiguities in the implementation language and encouraged Council to inform the public more appropriately that the zones have been changed. Additionally, he pointed out that, considering the fact that

Keizer has a curfew law, this school zone law was ridiculous.

Councilor Taylor responded that perhaps a regular speed zone sign in areas subject to the 20 mph speed limit 24/7 rather than a "School Zone" sign would be appropriate. Captain Kuhns added that the Keizer Police Department is making every effort to educate motorists on the new law and work with the citizens. Rob Kissler added that he thought all of the signs met the requirements of the Manual For Uniform Control Devices which is federally mandated and ODOT enforced. He added that it was his understanding that the fines could not be doubled for school zone speeding offenses if the lights are not flashing. Salem and Keizer have reached an understanding that, for the safety of the children, the flashing lights would be turned on during times that children would most likely be present. There are no plans to put up warning signs noting the changes in the school zone because there has been a lot of publicity about the matter and it would be cost prohibitive. Mr. Kissler concluded that the Chiefs' Association and the League of Oregon Cities are actively trying to change this law.

Councilor Walsh introduced Michael Corser, 4342 Adam Court NE, Keizer, a Weeblo Cub Scout who participated in the Pinewood Derby. Mr. Walsh added that although Michael's car did not win the race, it was very creative and one of the best looking cars in the race and he concluded that Michael received an award for good sportsmanship which was the only one given out of 20 participating cities. Mayor Christopher added that Michael is a member of Pack 121 and his father, Roger, is the den leader.

Jim Reimann and Lee Sjothun, P.O. Box 21209, Keizer submitted two petitions representing multi-family dwelling owners (over 400 units) and asked Council to reconsider the decision made August 16 regarding water rates. He explained that in spite of the fact that notice was sent out with the bill, it was unlikely that the appropriate persons received it because of billing processes in the apartment business.

Mayor Christopher moved for reconsideration of the decision that was made regarding water rates at the August 16 meeting. Councilor Walsh seconded.

Councilor Smith noted that she would not vote in favor of this motion because the issue has been discussed for three months and every citizen in the city received notification through Public Hearings and articles published in the paper.

Councilor Taylor noted that he supported the reconsideration because he felt that testimony should be heard from all who wanted to testify.

He added that this did not mean he would change his original vote, but he considered it a disservice not to hear all arguments.

Councilor Moir echoed Councilor Taylor.

Motion passed as follows:

AYES: Christopher, Moir, Walsh, Taylor, Gaynor, and Lee (6)

NAYS: Smith (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mr. Reimann stressed that something was faulty with the notification system because otherwise more of the effected people would have participated in the decision making process. He added that fairness was the issue but in adopting the method that was chosen, \$105,000 was raised from the multi-family sector to cover an \$81,000 bill. He continued that this sector of the citizenry is the least able to support an increase. He commended the study done, questioned the fairness of the decision made by Council on August 16 and challenged the council to look at the fairness of the 2002 document concluding that he found it impossible to find fairness in the Council decision to ignore this study.

Mr. Sjothun noted that the study indicated that multi-family usage should be billed \$.78 instead of \$.58 and added that the single-family residents are putting 87% of the burden on the system, not the multi-family. Mr. Reimann continued that he and Mr. Sjothun supported the increase from \$.58 to \$.78 because the mathematics support that, but they are opposed to the \$.98 increase.

Responding to questioning from Councilor Moir, Mr. Sjothun noted that approximately 50% of their apartments have two bathrooms and 100% have washer/dryer hookups in the unit. Councilor Moir noted that multi-family units are more like a single-family dwellings because they have multiple baths and washer hookups, although in the summer, single-family residents have lawn watering.

Councilor Lee noted that there had already been three public hearings and a work session on this issue and, given the information available, a 6 to 1 decision was made to pass the rates in question. He questioned if a better solution might not be to accept the rates and revisit the issue in a year with more testimony and feedback as planned.

Councilor Taylor noted that it appeared that what was being

addressed was who can afford it and who cannot, but that is not relevant. He added that he appreciated the input and the argument given, and agreed that proper notice was not given, adding that if multi-family owners didn't receive notice, single family residents probably didn't either. For that reason, Councilor Taylor moved to have another public hearing at the next meeting to hear both sides and make a better decision if necessary. Mayor Christopher seconded.

Council added that notice should be given through both newspapers, Channel 23, and the web site. Councilor Taylor and Mayor Christopher agreed with this noticing.

City Manager Chris Eppley explained that the issue with the single family residents was not the dollar amount, it was the issue of "fair and equitable"; in that each residential customer, regardless of class, in the City of Keizer ought to pay the same amount for a gallon of water. It had nothing to do with the amount of the bill. He added that a fairly detailed demonstration and exhibit was presented at a Council Meeting Public Hearing on the topic which discussed fair and equitable and class systems. He concluded that although everyone understood the point that the distribution system costs were what made up the difference, it was not enough to change their opinion.

Councilor Smith pointed out that several Public Hearings had been held on this issue as well as workshops, power point programs and information in the newspapers. She concluded that she could not support opening another Public Hearing on this issue.

Councilor Walsh agreed with Councilor Smith, but added that he was concerned about the notification issue. He explained that there is a need for the water safety of these systems and any more delay would effect the commencement of these programs. He concluded that if the rates need to be changed, it can be addressed in a year.

Councilor Moir stated that nothing was brought up at this meeting that had not been addressed at previous Public Hearings and concluded that she felt it would be a mistake to re-visit the issue at this point because the city has a goal in mind to improve the water system and they are now a quarter behind in collecting the money needed for the improvements. She concluded that she was not in support of revisiting this issue.

Councilor Taylor stated that part of government process is to listen to the citizens and added that he might not be willing to change his vote on the rates, but he would like to hear more input from citizens. He concluded that he was in favor of holding another Public Hearing.

Councilor Gaynor pointed out that the city has one of the lowest water rates in the state so an increase looks bad in terms of percentage. He concluded that the issue is not written in stone and could be addressed in another year.

The vote to have another public hearing at the next meeting to hear both sides and make a better decision if necessary was held.

Motion failed as follows:

AYES: Christopher and Taylor (2)

NAYS: Moir, Walsh, Gaynor, Smith, and Lee (5)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Moir moved that the current Ordinance adopted at the last Council meeting remain in place. Councilor Smith seconded.

Motion passed unanimously as follows:

AYES: Christopher, Moir, Walsh, Taylor, Gaynor, Smith, and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Christopher called for Rob Rosamond regarding the Claggett Street Neighborhood Development. City Attorney Shannon interjected that the issue is currently under the hearings process before the hearings officer and explained that it would be inappropriate to put the matter before Council at this point because, although it is a Public Meeting, it is not a Public Hearing and, consequently it would be considered an exparte contact. He advised that the testimony should not be taken at the present time.

Nate Brown interjected that the Hearings Officer is booked up through October, so this hearing will most likely appear in November. Every property owner within 250 feet will receive an individually mailed notice and notice will be published in the newspaper. He encouraged everyone to submit their concerns into the record so that staff may effectively evaluate all the issues raised at that time. Mayor Christopher added that the only time this issue would come back to City Council would be if there was an appeal of the Hearing Officer's decision.

Naomi Rodriguez pointed out that the group was not aware that a hearing had been set, nor have they talked to developers. All the

group has done is talk as a neighborhood and discuss the livability of Keizer. She concluded that the group just wanted to talk to Council about livability issues in the area.

After lengthy discussion on process, council agreed by consensus to limit testimony.

Ms. Rodriguez gave her name and address to City Recorder, Tracy Davis, so that notice could be sent to her and she could forward it on to interested parties.

COMMITTEE REPORTS

OTHER BUSINESS

- **New Business**
- **Old Business**

Jerry McGee, Chair of the Keizer Points on Interest Committee, 1030 Ridegepoint Street NE, Keizer submitted the committee's first annual report. He listed the committee members and reported that members have met monthly to identify, authenticate and memorialize points of historical, botanical or other unusual interest in the Keizer area. The group has researched the following areas: Wallace House, birth site of Charles McNary, Claggett Cemetery, Heritage School, 45th Parallel, replica covered bridge over Labish Creek, the old Indian Trail, the lost train of Labish or the legend of the lost train, a monument depicting the various flood levels from the 1850s to 1996 with room for more, Spongs Landing, Keizer Rapids, Welcome to Keizer signs on the river viewable to the river traffic and a monument to Thomas Dove Keizer, the city's namesake.

Mr. McGee gave a brief history of the founder of the city, Thomas Dove Keizer. He noted that the Oregon National Guard traces its first beginnings to Thomas Dove Keizer who organized and trained the Oregon Rangers (25 men). He added that there is no memorial to veterans in Keizer, Salem or in the mid-valley and his committee will be addressing this issue in depth at their next meeting.

Mr. McGee asked Council to authorize the City Manager, through his staff to assist with details of ordering and placement of the signs to be placed throughout the city at points of interest.

Councilor Taylor moved to suspend the rules to take action on this issue. Moir seconded.

Motion passed unanimously as follows:

AYES: Christopher, Moir, Walsh, Taylor, Gaynor, Smith, and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Taylor moved to direct staff to work with KPIC to design and

finalize the wording of the Iris Capital. Moir seconded.

Councilor Smith encouraged Council to hold a public hearing on this issue so that input could be received from citizens.

Motion passed as follows:

AYES: Christopher, Moir, Walsh, Taylor, Gaynor and Lee (6)

NAYS: Smith (1)

ABSTENTIONS: None (0)

ABSENT: None (0)

Garry Whalen with Parks Advisory Board announced that the next meeting would be Tuesday, September 14 at 6 pm in Conference Room B and anyone interested was invited to attend.

Councilor Smith reported that the Planning Commission will be meeting on Wednesday, September 8, at 7 pm; Volunteer Coordinating committee will be meeting on Thursday, September 9 at 6:30 pm.

Councilor Walsh reported that the RIVERR Task Force applied for and received grants from Marion County and Oregon State Parks. The grants were for \$300,000-\$400,000 and \$500,000 respectively. He pointed out that this project cannot be accomplished without the help of all the organizations that are involved: Marion County, Salem-Keizer-Independence Partnership, the Mid-Willamette Connections Workgroup; the Willamette American Heritage River Initiative, the Willamette Restoration Initiative, the Willamette Riverkeepers, the Oregon Parks and Recreation Department, the City of Keizer, the Keizer Chamber of Commerce, the Keizer Bikeways Committee, the Keizer Parks Board, the Keizer City Council, the City of Salem, the Bureau of Land Management and the Trust for Public Land, to name a few.

Mr. Walsh requested that thank you letters be written to Marion County and Oregon State Parks for their support. Council gave consensus to do this.

Councilor Walsh invited anyone interested to join in a river float the following day to view the water trail from Buena Vista to Willamette Mission.

Councilor Gaynor reported that the Economic Development and Government Affairs Committee meeting through the Keizer Chamber of Commerce is sponsoring a SAIF debate on September 8 at the

luncheon at Wittenberg Inn in a candidates forum and encouraged all to attend.

Councilor Taylor noted that there is a problem with young people driving scooters and pocket bikes on streets and using neighborhoods as race tracks. He asked Captain Kuhns to explain the rules for these vehicles.

Captain Kuhns responded that this was not a question easily answered because there are so many different kinds of scooters on the streets and there are a lot of new laws addressing legal operation. Operators must be 16 years old, but a driver's license is not required. However, operators must be eligible to apply for a license and must wear protective headgear. There are additional laws governing when and where they can be ridden. He concluded that he has brochures at the Police Department and Sergeant Inman is willing to meet with parents to provide more detailed information. Captain Kuhns concluded that Cop Talk will address the school zone issue and the scooter issue. Following lengthy discussion, Council agreed by consensus to direct City Attorney Shannon Johnson or staff investigate a method for the city to be stricter than state law regarding use of these scooters.

Councilor Moir reminded Council that EVAK (Emergency Volunteers Assisting Keizer) will have a New Volunteer Orientation on Thursday, September 9, at 7 pm in the auditorium. Prior to that KARE (Keizer Animal Rescue in an Emergency) will hold a meeting at 6:30.

Councilor Lee reported that Today's Choices Tomorrow's Community Board has a Quality of Life Celebration which is an annual recognition of pioneer projects that sustain and build high quality of life in Marion/Polk County. Last year Keizer Village and the Keizer Focal Point (Keizer Corner) were honored. Nomination forms are available. He encouraged all to think about individuals and organizations who would merit this award.

Councilor Lee reported that the Task Force for No Meth, Not in Our Neighborhood has grown in size and is looking for grants to deal with meth-related issues in the community. The organization is coming under the organizational structure of Today's Choices Tomorrow's Communities and under the umbrella of the YMCA.

Youth Councilor Delilah Calhoun reported that a member of the community had come to her requesting that the city replace the "curve ahead" sign with a "stop ahead" sign at River Road and Manzanita. Mayor Christopher clarified that Ms. Calhoun was requesting that

Council direct staff to look into adjusting signage to warn of an approaching stop sign.

Ms. Calhoun continued that the intersection of Kelly and Kafir has a post where the stop sign has been removed. Public Works Director, Rob Kissler responded that he would look into this. Mayor Christopher clarified that Ms. Calhoun was requesting that Council direct staff to look into this issue.

Lastly, Ms. Calhoun questioned if the Iris Village lot off O'Neil was approved for a subdivision. Mr. Kissler explained that this referred to the conversion of the mobile home park to the individual lots off of the Leewood Meadows subdivision. Nate Brown noted that state law allows manufactured dwelling parks to be converted to subdivisions as long as the number of lots is not increased. They went through the process so that individuals can actually own their lots instead of renting them. City Attorney Shannon Johnson added that the subdivision has not yet been platted. Nate added that it has received preliminary approval but they have not seen the final plat.

Council agreed by consensus to comply with Delilah's request on the two other issues.

Captain Kuhns updated Council on the new recruit, Ben Humphrey who is in the academy, doing well and scheduled to graduate on September 24. Administrative Assistant recruitment is going well. The final 6 candidates were interviewed and have been narrowed down to 1. A background investigation will be done on that individual.

He also reported on three arrests for prostitution in Keizer and one "John", stating that this is a rare occurrence in Keizer. He explained that the City of Salem had arrested 14 prostitutes in the north Salem area so the problem was pushed further north into Keizer. Captain Kuhns asked Sergeant McCowan and the Community Response Team to develop a plan which resulted in these arrests.

Regarding school zones, Captain Kuhns encouraged citizens to err on the side of caution until the law is changed and, if they have any questions about a particular area, call him or Sergeant Inman. He added that the Police Department has three School Resource Officers servicing the ten public schools in Keizer and they are on duty 5 days a week in the schools.

Dianne Hunt, Human Resources Director, reported that:

- The City has a newly designed website which should go public no later than Monday, September 13.

- The telephone infrastructure has been installed and the phones should be delivered the week of September 23. The following month Phase 1 and 2 will be implemented. This new system will make it possible to access staff directly so the receptionist duties will include backing up the Municipal Court Clerk.
- City Hall receptionist, Molly Barrett has accepted the promotion to Municipal Court Clerk and will start her new duties on September 13. An open recruitment will begin for the Receptionist position.
- Initial screening and full-blown interviews for the Police Administrative Assistant have been done. A contingent offer has been made to one of the candidates.
- The Health and Wellness Fair will be held September 16 between 10 am and 2 pm and is open to employees, family members and Council members.

Public Works Director, Rob Kissler, reported that his department is moving forward on the pedestrian bridge across Labish ditch in the Gubser neighborhood. An open house will be scheduled soon to receive public comment on the style of bridge and potential of future amenities that Council may wish to place. The process will be to use the website, K-23, press releases, 250' radius, and contact the Hidden Creek, Country Glen and Gubser Neighborhood Associations, and school principals.

Community Development Director, Nate Brown, reported that the first meeting of the Transportation System Development Charge Task Force would be on Wednesday, September 8 at 5:30. He explained that the charge of the task force is to develop methodologies of establishing a Transportation System Development Charge (TSDC). The second Council meeting in October will be another Keizer Station night addressing Area D and Condition 54 of Area A Master Plan approval.

CONSENT CALENDAR

- A. **RESOLUTION** – Ratifying a Collective Bargaining Agreement and Authorizing the City Manager to Enter Into Agreement with Keizer Police Association
- B. **RESOLUTION** – Authorizing the City Manager to Sign Contract for Slurry Seals
- C. **RESOLUTION** – Amending City of Keizer Personnel Policies Regarding Insurance Program and Alcohol and Drug Free Workplace
- D. **Approval of Change of Ownership – Thai Cuisine Liquor License**
- E. **Approving August 16, 2004 Regular Session Minutes**

Councilor Moir pulled Item A.

Councilor Moir moved to approve Consent Calendar items B, C, D and E. Councilor Gaynor seconded.

Motion passed unanimously as follows:

AYES: Christopher, Moir, Walsh, Taylor, Gaynor, Smith, and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Councilor Moir moved to ratify a Collective Bargaining Agreement and authorize the City Manager to enter into an Agreement with the Keizer Police Association with the exception of Item 8.1, the cap would be at 3.0 instead of 3.5. Councilor Taylor seconded.

Councilor Moir noted that the City's revenues are statutorily capped at 3%, therefore the Council will not agree to increasing expenses at a greater rate than revenues. Normally this type of action is not taken in open session but the KPA deserves to have this issue settled tonight rather than having the issue prolonged.

Motion passed unanimously as follows:

AYES: Christopher, Moir, Walsh, Taylor, Gaynor, Smith, and Lee (7)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

WRITTEN COMMUNICATIONS

Mayor Christopher read a letter from:

- A Keizer resident regarding traffic issues on Cummings Street. By consensus council turned this over to City Manager for Public Works to investigate and follow up with a response letter.
- Comcast stating October 22nd is "Comcast Cares Day" and the project is "Family Building Blocks" on Lancaster. They asked for volunteers to help with the event.
- Oregon State Marine Board indicating that they have grant assistance available for projects providing public boating access and improvements that serve boaters. They wrote on behalf of the Willamette River Park. City Manager noted that because no design work has been done on the park, this may be premature.
- Keizer Sand and Gravel stating that they were concerned about their holding ponds and the possible dangers. City Manager reported that he had met with them and they are interested in serving on a committee to do the master planning on the park. He passed the information on to Mr. Walsh.

Councilor Walsh reported that a Land and Water Conservation Grant application will be applied for in the near future and commended Nate Brown, Debbie Lockhart, Chris Eppley, Rob Kissler, Jacque Moir and Shannon Johnson for their help in the application for grants.

AGENDA INPUT

September 13, 2004

5:30 p.m. City Council Work Session

❖ Community Oriented Policing Committee Joint Work Session

September 20, 2004

7:00 p.m. City Council Regular Session

❖ Renewal of Keizer Little League Lease Agreement

October 4, 2004

7:00 p.m. City Council Regular Session

ADJOURNMENT

Mayor Christopher adjourned the meeting at 10:00 p.m.

APPROVED:

MAYOR:

Debbie Lockhart, Recording Secretary

Lore Christopher

COUNCIL MEMBERS

Councilor #1 – Judy K. Smith

Councilor #4 – Jacque Moir

Councilor #2 – Michel Gaynor

Councilor #5 – Richard Walsh

Councilor #3 – Charles E. Lee

Councilor #6 – James Taylor

Minutes approved:



October 18, 2004

AGENDA ITEM 9d

**Approval of September 13, 2004 Work Session
Minutes**



MINUTES
KEIZER CITY COUNCIL/COMMUNITY ORIENTED POLICING
JOINT WORK SESSION
Monday, September 13, 2004
Robert L. Simon Council Chambers
Keizer City Hall, Keizer, Oregon

CALL TO ORDER Council President, Jacques Moir called the work session to order at 5:40 pm. Those present are listed below:

Present:

Lore Christopher, Mayor (arrived later)
Jacques Moir, Council President
Judy Smith, Councilor
Richard Walsh, Councilor
Charles Lee, Councilor
Michel Gaynor, Councilor
James Taylor, Councilor
Bruce Rector, COP
Bill Quinn, COP
Kevin Baker, COP
Margarethe Pommerening, COP

Staff Present:

Chris Eppley, City Manager
Chief Marc Adams, Police
Sgt. Lance Inman, Police
Capt. Jeff Kuhns, Police
Tracy Davis, City Recorder

Also Present:

Bill Adams, Today's Choices,
Tomorrow's Communities and
Director of "No Meth, Not in Our
Neighborhood"

DISCUSSION:
Future Goals
And Plans Of
Action For
Community
Oriented
Policing (COP)

Kevin Baker explained that the purpose of the meeting was to get direction from Council so the committee could set goals and objectives for the next year.

Bill Quinn complained that no one from COP was invited to speak at the Council meeting where the committee was discussed and the work session was agreed upon. He added that although at first he was shocked at the idea of disbanding the committee, the more he thought about it the more he favored it. He explained that the committee is ineffective; it is supposed to be made up of District meetings which appear to be non-existent and therefore there is very little input from the community districts. He added that the Police Department was doing a good job in the community and encouraged the disbanding of the committee with the formation of an ad hoc committee to address specific problems when necessary.

Kevin Baker responded that although he had leaned toward disbanding of the committee, after consideration he felt it would not be

in the City's best interest to eliminate the committee. He added that the committee is a victim of its own success. Problems have been solved, the Police Department has done an excellent job, but COP has a unique roll nonetheless, serving as a point of contact for citizenry.

Councilor Gaynor noted that he felt it was extremely important for the committee to remain in place because when an issue comes up that needs to be addressed, it is invaluable to have a third party. He recommended that the committee be put on hold rather than be disbanded. He confirmed that the committee is indeed a victim of its success in that the perceived problems have been eliminated.

Councilor Smith asked, before disbanding the committee, if members had anything they would like to do or had any suggestions on tweaking the committee. She suggested that added responsibilities might give the committee direction.

Councilor Moir added that she would hate to see the community lose the resource of the Community Policing Committee because over the years they have accomplished good things. She noted that the committee may need to "re-invent" itself and that there are new issues coming around that may give the committee a direction.

Councilor Lee explained that he is part of the "No Meth, Not in Our Neighborhood" committee and thought that this might be an issue COP could participate in because there is no real directed effort from the citizens. He added that organization efforts have been made and the committee now falls under the jurisdiction of "Today's Choices, Tomorrow's Communities" and the YMCA and introduced Bill Adams who then addressed the group.

Mr. Adams explained that the area has become a high-intensity drug trafficking area adding that other drugs have come and gone in the past and meth is not the last drug that will have to be dealt with. He pointed out that increased use may be attributed to reduced Police protection, the fact that there are lots of places for the drug traffickers to hide, and a remarkably slow court system. Meth is unlike drugs of the past because with Meth the user is wide awake and energized and stays awake for several days. This results in a group of people involved in criminal behavior with a lot of time and energy to apply to crime. He explained that because Meth is a "feel good" drug and is highly addictive, it often takes many experiences with treatment to get it under control.

The cooking of meth creates gases which hover at the floor level and affect the children in the home. Every time a meth house is exposed,

there are children needing medical attention. Because the meth user is up for several days and then sleeps deeply for several days when they come down, the children are left without care. When the user is arrested, the children are put in foster homes, which is causing a strain on the foster care system.

Mr. Adams suggested that it was important to make the community unattractive to people that want to engage in the production of meth amphetamines by encouraging neighborhoods to prevent the establishment of the meth houses. This could be done by strengthening the neighborhoods through neighborhood watches and utilizing the faith community. There are churches in the area doing top-of-the-line, cutting edge drug treatment. Education and prevention is another way to prevent usage of the drug as well. Mr. Adams concluded that the point of all this is to provide strength through unity and working toward a common goal with members of the Keizer community adding that Community Policing could be a big key in this effort.

Responding to inquiry from Councilor Gaynor, Mr. Adams noted that federal studies show the cure rate to be 9-10%, but that new methodology shows that 30-40% can stay off the drug for a year. Addiction is a constant battle, but this percentage is better than the first. Awareness can help prevent the problem; there are some prevention of programs in place as well, but it will take more than one measure to cure this blight.

Councilor Taylor thanked Mr. Adams for coming to the meeting and noted that the COP committee is issue oriented. When there is an issue to address, the committee is occupied with a task. He concluded that the drug issue is a societal problem and the group might be able to lead the crusade to eradicate drugs and the related crime from the community.

Chief Adams reviewed the resolution forming the committee and added that the problem is that there is so little participation. He questioned what brought about this change suggesting that causes might be (1) the lack of a full-time coordinator who recruits new people and helps coordinate and focus people towards projects; (2) citizen apathy – inactive neighborhood associations; and (3) the community policing philosophy is ingrained in the Keizer Police Department now and previously it was not. He concluded that he felt it would be better to create the Keizer No Meth Committee rather than assigning the task to the Community Oriented Policing committee.

Councilor Walsh wondered if the emphasis should be to get the news out, recruit members and get out to neighborhoods distributing information, and encouraging active support of neighborhood associations as well as serving as a listening post and a public relations sort of organization.

Bruce Rector agreed that citizen apathy was a problem until there was an issue to address. He agreed that meth was a huge problem adding that he felt it should be a separate committee because it would be a huge task and also because some committee members might not be interested in devoting their time to the issue.

Mayor Christopher noted that she was leaning towards changing the COP Committee to an ad hoc committee. She added that crime stats should be forwarded to neighborhood watch commanders and continue to be forwarded to members of Community Oriented Policing committee.

Members discussed neighborhood associations, and the lack of participation adding that they, too, are issue driven. Participation of the police department in the associations was discussed as well.

Kevin Baker stated that the committee was not effective at the present time, but he did not want to argue either way on the existence of the committee – that was the decision of Council. He concluded that he did not have a strong argument on the continuation of this committee unless Council wants to give direction on how to support the City.

City Manager Chris Eppley stated that the end of a committee is not a cause for grief. It means the committee has succeeded in fulfilling their charge and it is time to move forward and do something else. He concluded that if Council should decide that this committee has succeeded in their task, it would be his recommendation that the successes be recognized and the disbanding of the committee be considered in a positive light. He commended the committee on successful completion of their mission and thanked them for their service.

Margarethe Pommerening noted that the oomph was gone from the committee; she would like to serve, but there was nothing to serve. If there is nothing left for the committee to do, she was not opposed to ending the term of the committee.

Council members individually addressed the Community Oriented Policing Committee and thanked them for a job well done. Additionally members commended the Police Department for being community oriented and an effective force in the community.

As his last official act, Kevin Baker requested that City Council consider honoring a member of COP for her years of service to the community. Council responded that she would be honored as Volunteer of the Quarter at the September 20th Council meeting.

Councilor Taylor asked that members be polled to form a committee to address the meth issue in the community. Consensus was to form a Meth Task Force. Councilors Smith, Taylor and Lee added that they would want to be involved.

ADJOURNMENT

Meeting adjourned at 7:08 pm.

APPROVED:

MAYOR:

Debbie Lockhart, Recording Secretary

Lore Christopher

COUNCIL MEMBERS

Councilor #1 – Judy K. Smith

Councilor #4 – Jacque Moir

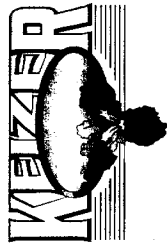
Councilor #2 – Michel Gaynor

Councilor #5 – Richard Walsh

Councilor #3 – Charles E. Lee

Councilor #6 – James Taylor

Minutes approved:



October 18, 2004

AGENDA ITEM 9e

**RESOLUTION - Authorizing the City Manager to
Enter Agreement with Gelco Construction for Storm
Drain Improvements on Chemawa Road**



City of Keizer

Phone: (503) 390-3700 • Fax: (503) 393-9437
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000

CITY COUNCIL MEETING: _____

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

**FROM: ROB KISSLER, PUBLIC WORKS DIRECTOR
WILLIAM I PETERSON, CITY ENGINEER**

SUBJECT: CHEMAWA ROAD STORM DRAINAGE IMPROVEMENTS

ISSUE:

On October 13, 2004, bids were received and opened for the construction of the Chemawa Road Storm Drainage Improvements.

The Work is Summarized as Follows:

Approximately 925 Linear Feet of 10" PVC Storm Sewer Line, 150 Linear Feet of 12" PVC Storm Sewer Line, 375 Linear Feet of 15" PVC Storm Sewer Line, 225 Linear Feet of 18" PVC Storm Sewer Line Fire, 75 Linear Feet of 24" PVC Storm Sewer Line Fire 575 Linear Feet of 30" PVC Storm Sewer Line, 875 Linear Feet of 36" PVC Storm Sewer Line, Manholes, Fittings, Pavement Saw Cut, HMA Trench Patching and Appurtenances Common to Storm Sewer Projects.

Basis of Award:

The Contract shall be awarded to the lowest bid received from a responsive and responsible Bidder. The OWNER reserves the right to postpone award 45 days from the opening of bids, to reject any bid not in conformance with all prescribed public bidding procedures and requirements, and may reject, for good cause, any or all bids upon a finding by the OWNER that it is in the public interest to do so.

All bids were received on time and have been certified by the City Engineer. After bid certification, the low bidder on this project is Gelco Construction Co., for a total amount of \$288,614.00. The average of the three low bids was \$338,536.33. The highest bid received for was \$468,019.60. The Engineer's estimate for this project was \$500,000.00

FISCAL IMPACT:

Funds for this project were included in the 2004/2005 Street Fund and Urban Renewal Fund.

RECOMMENDATIONS:

It is recommended the City Council adopt the attached Resolution authorizing the City Manager to sign the necessary contract awarding the project to Gelco Construction Co. for construction of the Chemawa Road Storm Drainage Improvements for a total cost of \$288,614.00.

"Pride, Spirit and Volunteerism"

PROJECT: CHEMANA ROAD STORM DRAINAGE IMPROVEMENTS
 PROJECT #: R23
 OWNER: CITY OF KEIZER, OREGON

BID TABULATION

BID DATE: October 13, 2004

CONTRACTOR:

Item	Description	Quantity	Units	Gato Construction Co. Unit Price	Amount	Emery & Sons Unit Price	Amount	Dunn Construction Inc. Unit Price	Amount	AVERAGE OF 3 LOW Unit Price	Amount
SCHEIDT & A. STORM DRAIN IMPROVEMENTS											
1	Mobilization	1	L.S.	\$15,000.00	\$15,000.00	\$30,000.00	\$30,000.00	\$18,100.00	\$18,100.00	\$21,100.00	\$21,100.00
2	Temporary Traffic Control	1	L.S.	\$8,000.00	\$8,000.00	\$14,000.00	\$14,000.00	\$3,500.00	\$3,500.00	\$8,500.00	\$8,500.00
3	Erosion Control	1	L.S.	\$1,000.00	\$1,000.00	\$4,072.50	\$4,072.50	\$2,955.00	\$2,955.00	\$2,675.83	\$2,675.83
4	Sawcut Existing HMA/C	6,256	L.F.	\$1.25	\$7,820.00	\$1.50	\$9,384.00	\$2.00	\$12,512.00	\$1.58	\$9,905.31
5	10" PVC Storm Drain Pipe (includes pipe zone & exc.)	925	L.F.	\$5.50	\$5,087.50	\$3.50	\$3,237.50	\$8.00	\$7,400.00	\$5.67	\$5,241.67
6	10" Trench Excavation & Granular Backfill (0-8" above pipe zone)	925	L.F.	\$28.00	\$26,000.00	\$36.00	\$33,300.00	\$30.00	\$27,750.00	\$31.33	\$28,983.33
7	10" x 10" Tees	3	EA	\$270.00	\$810.00	\$92.00	\$276.00	\$450.00	\$1,350.00	\$210.67	\$632.00
8	Trench Patching - 10" PVC Pipe (4" thick)	925	L.F.	\$5.50	\$5,087.50	\$7.00	\$6,475.00	\$8.00	\$7,400.00	\$6.50	\$6,012.50
9	12" PVC Storm Drain Pipe (includes pipe zone & exc.)	134	L.F.	\$8.00	\$1,072.00	\$14.00	\$1,876.00	\$10.00	\$1,340.00	\$7.33	\$982.67
10	12" Trench Excavation & Granular Backfill (0-8" above pipe zone)	134	L.F.	\$35.00	\$4,690.00	\$43.00	\$5,762.00	\$35.00	\$4,690.00	\$37.67	\$5,047.33
11	12" x 10" Tees (if req'd)	1	EA	\$115.00	\$115.00	\$118.00	\$118.00	\$100.00	\$100.00	\$117.67	\$117.67
12	Trench Patching - 12" PVC Pipe (4" thick)	134	L.F.	\$5.50	\$737.00	\$15.00	\$2,010.00	\$9.00	\$1,206.00	\$9.83	\$1,317.67
13	15" PVC Storm Drain Pipe (includes pipe zone & exc.)	364	L.F.	\$10.00	\$3,640.00	\$16.00	\$5,824.00	\$17.00	\$6,188.00	\$13.67	\$4,973.33
14	15" Trench Excavation & Granular Backfill (0-8" above pipe zone)	364	L.F.	\$25.00	\$9,100.00	\$30.00	\$10,920.00	\$40.00	\$14,560.00	\$31.67	\$11,826.67
15	15" x 10" Tees	3	EA	\$145.00	\$435.00	\$144.00	\$432.00	\$500.00	\$1,500.00	\$263.00	\$799.00
16	Trench Patching - 15" PVC Pipe (4" thick)	364	L.F.	\$6.50	\$2,366.00	\$14.00	\$5,096.00	\$10.00	\$3,640.00	\$10.17	\$3,700.67
17	18" PVC Storm Drain Pipe (includes pipe zone & exc.)	219	L.F.	\$10.00	\$2,190.00	\$9.00	\$1,971.00	\$13.00	\$2,847.00	\$10.67	\$2,336.00
18	18" Trench Excavation & Granular Backfill (0-8" above pipe zone)	219	L.F.	\$32.00	\$7,008.00	\$42.00	\$9,198.00	\$45.00	\$9,855.00	\$39.67	\$8,867.00
19	10" Inter-a-Tees for 18" PVC Pipe	2	EA	\$145.00	\$290.00	\$240.00	\$480.00	\$450.00	\$900.00	\$278.33	\$556.67
20	Trench Patching - 18" PVC Pipe (4" thick)	219	L.F.	\$7.50	\$1,642.50	\$16.00	\$3,504.00	\$11.00	\$2,409.00	\$11.50	\$2,518.50
21	24" PVC Storm Drain Pipe (includes pipe zone & exc.)	58	L.F.	\$18.00	\$1,044.00	\$16.00	\$928.00	\$30.00	\$1,740.00	\$21.33	\$1,237.33
22	24" Trench Excavation & Granular Backfill (0-8" above pipe zone)	58	L.F.	\$37.00	\$2,146.00	\$54.00	\$3,132.00	\$50.00	\$2,900.00	\$47.00	\$2,726.00
23	Trench Patching - 24" PVC Pipe (4" thick)	58	L.F.	\$7.50	\$435.00	\$17.50	\$1,012.50	\$12.00	\$696.00	\$12.33	\$715.33
24	30" PVC Storm Drain Pipe (includes pipe zone & exc.)	569	L.F.	\$29.00	\$16,501.00	\$28.00	\$15,932.00	\$31.00	\$17,639.00	\$29.33	\$16,690.67
25	30" Trench Excavation & Granular Backfill (0-8" above pipe zone)	569	L.F.	\$50.00	\$28,450.00	\$60.00	\$33,920.00	\$55.00	\$31,275.00	\$55.00	\$31,275.00
26	10" Inter-a-Tees for 30" PVC Pipe	142	L.F.	\$55.00	\$7,810.00	\$64.00	\$9,088.00	\$60.00	\$8,520.00	\$59.67	\$8,472.67
27	Trench Patching - 30" PVC Pipe (4" thick)	2	EA	\$270.00	\$540.00	\$280.00	\$560.00	\$500.00	\$1,000.00	\$350.00	\$700.00
28	12" Inter-a-Tees for 30" PVC Pipe	1	EA	\$290.00	\$290.00	\$300.00	\$300.00	\$25.00	\$25.00	\$271.67	\$271.67
29	Trench Patching - 30" PVC Pipe (4" thick)	569	L.F.	\$9.50	\$5,405.50	\$20.00	\$11,380.00	\$13.00	\$7,397.00	\$14.17	\$8,060.83
30	36" PVC Storm Drain Pipe (includes pipe zone & exc.)	839	L.F.	\$43.50	\$36,306.50	\$40.00	\$33,560.00	\$60.00	\$50,140.00	\$47.83	\$40,088.83
31	36" Trench Excavation & Granular Backfill (0-8" above pipe zone)	839	L.F.	\$44.00	\$37,060.00	\$49.00	\$41,091.00	\$50.00	\$41,745.00	\$49.33	\$41,377.33
32	10" Inter-a-Tees for 36" PVC Pipe	4	EA	\$270.00	\$1,080.00	\$280.00	\$1,120.00	\$500.00	\$2,000.00	\$350.00	\$1,400.00
33	Trench Patching - 36" PVC Pipe (4" thick)	839	L.F.	\$10.50	\$8,809.50	\$19.00	\$15,931.00	\$14.00	\$11,740.00	\$14.50	\$12,455.50
34	Standard 48" Manhole (0-8 feet deep)	3	EA	\$2,300.00	\$6,900.00	\$2,800.00	\$8,400.00	\$3,800.00	\$11,400.00	\$2,966.67	\$8,900.00
35	Extra 48" Manhole Depth	1	FL	\$190.00	\$190.00	\$72.00	\$72.00	\$500.00	\$500.00	\$254.00	\$254.00
36	Extra 72" Manhole (0-8 feet deep)	6	EA	\$4,700.00	\$28,200.00	\$5,500.00	\$33,000.00	\$5,800.00	\$34,800.00	\$5,333.33	\$34,000.00
37	Extra 72" Manhole Depth	13	FL	\$330.00	\$4,290.00	\$200.00	\$2,600.00	\$600.00	\$7,800.00	\$376.67	\$4,906.67
38	Cleaning and Testing (including television inspection)	1	L.S.	\$5,200.00	\$5,200.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$4,733.33	\$4,733.33
39	Reconstruction & Clean-up	1	L.S.	\$1,600.00	\$1,600.00	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$2,033.33	\$2,033.33
SUBTOTAL:					\$388,614.00	CHECKED	\$360,000.00		\$366,995.00	CHECKED	\$338,536.33
CONTRACTOR					\$288,614.00	CHECKED	\$360,000.00		\$366,995.00	CHECKED	\$338,536.33

CONTRACTOR	AMOUNT	NOTES
K & R Plumbing Construction Inc.	\$413,866.90	unchecked
Kerr Contractors	\$421,034.00	unchecked
Western Underground, Inc.	\$440,627.00	unchecked
Pacific Excavation, Inc.	\$463,161.00	unchecked
Canby Excavating, Inc.	\$468,019.60	unchecked

1 CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

2 Resolution R2004-_____

3 AUTHORIZING THE CITY MANAGER TO ENTER AN AGREEMENT WITH GELCO
4 CONSTRUCTION FOR CHEMAWA ROAD STORM DRAIN IMPROVEMENTS
5

6 WHEREAS, the City of Keizer desires to reconstruct Chemawa Road between
7 River Road and Verda Lane;

8 WHEREAS, the first phase of this reconstruction is to complete the
9 underground storm sewer system to provide drainage for a new roadway and the
10 rest of the basin as it continues to develop over time;

11 WHEREAS, on October 13, 2004 eight bids were received and opened. The
12 lowest of these bids was received from Gelco Construction at a cost of
13 \$288,614.00. This bid has been reviewed and certified. NOW THEREFORE

14 BE IT RESOLVED by the City Council of the City of Keizer that the City
15 Manager is hereby authorized to enter into an agreement with Gelco Construction
16 to construct storm drainage improvements along Chemawa Road for a cost of
17 \$288,614.00.

18 PASSED this ____ day of _____, 2004.

19 SIGNED this ____ day of _____, 2004.

20
21 _____
22 Mayor
23

24 _____
25 City Recorder

PUBLIC TESTIMONY

IF YOU ARE INTERESTED IN ADDRESSING THE COUNCIL ON AN ISSUE NOT LISTED ON THE AGENDA OR AN ITEM ON THE AGENDA NOT SCHEDULED FOR A PUBLIC HEARING, PLEASE FILL OUT THE INFORMATION BELOW AND GIVE TO THE CITY RECORDER OR STAFF GREETER PRIOR TO THE START OF THE MEETING. THE MAYOR WILL RECOGNIZE YOU AND ASK FOR YOUR TESTIMONY AT EITHER THE PUBLIC TESTIMONY SECTION OF THE MEETING OR THE APPROPRIATE AGENDA ITEM.

EACH PERSON'S COMMENTS WILL BE LIMITED TO FIVE MINUTES.

Name: Mary & Opal
Alecia Webber

Address: 6631 Veranda Ct. N.
Keizer, Or 97303

Subject or Agenda Item Number: _____

Your Comments:

Proponent _____ Opponent _____ General _____

Date _____

PUBLIC TESTIMONY

IF YOU ARE INTERESTED IN ADDRESSING THE COUNCIL ON AN ISSUE NOT LISTED ON THE AGENDA OR AN ITEM ON THE AGENDA NOT SCHEDULED FOR A PUBLIC HEARING, PLEASE FILL OUT THE INFORMATION BELOW AND GIVE TO THE CITY RECORDER OR STAFF GREETER PRIOR TO THE START OF THE MEETING. THE MAYOR WILL RECOGNIZE YOU AND ASK FOR YOUR TESTIMONY AT EITHER THE PUBLIC TESTIMONY SECTION OF THE MEETING OR THE APPROPRIATE AGENDA ITEM.

EACH PERSON'S COMMENTS WILL BE LIMITED TO FIVE MINUTES.

Name: _____

Susan Keen

Address: _____

*7448 Kayla Shore Court
Kenner OR 97303*

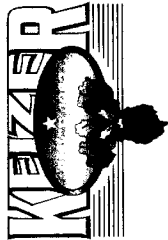
Subject or Agenda Item Number: _____

TSC

Your Comments:

Proponent _____ Opponent _____ General _____

Date _____



**PUBLIC HEARING
SIGN UP SHEET**

PUBLIC HEARING RE: KEIZER STATION MASTER PLAN AMENDMENT – AREA A

DATE: October 18, 2004 **TIME:** 7:00 p.m. **AGENDA ITEM #** 5b

BEFORE THE: KEIZER CITY COUNCIL PLACE: ROBERT L. SIMON COUNCIL CHAMBERS
(PLEASE PRINT)

[illegible]



DATE: October 18, 2004 TIME: 7:00 p.m. AGENDA ITEM # 5a

BEFORE THE: KEIZER CITY COUNCIL PLACE: ROBERT L. SIMON COUNCIL CHAMBERS
(PLEASE PRINT)

[illegible]