



KEIZER PLANNING COMMISSION MINUTES
Wednesday, October 13, 2004 @ 7:00 p.m.
Keizer City Hall – Council Chambers

1. CALL TO ORDER

Chair Bruce Anderson called the meeting to order at 7:03pm.

2. SWEARING IN OF COMMISSIONERS

City Attorney Shannon Johnson administered the Oath of Office to Holly Braun and then to Tom Wood.

3. ROLL CALL

Present:

Bruce Anderson, Commissioner
Michael Smith, Commissioner
Holly Braun, Commissioner
Tom Wood, Commissioner
Stan Compton, Commissioner
Judy Smith, Council Liaison

Absent:

Jack Lowery, Commissioner
(One Vacancy)

Also Present:

Johnny Alexander, Traffic Safety
Susan Keen, Traffic Safety (Left @ 8:00pm)
Steve Prothero, Traffic Safety

Staff Present:

Nate Brown, Community Development Director
Shannon Johnson, City Attorney
Rob Kissler, Public Works Director
Tracy Davis, City Recorder

4. APPROVAL OF MINUTES

Mike Smith moved for approval of the May 12, 2004 minutes. Bruce Anderson seconded.

The motion passed as follows:

AYES: Braun and Smith (2)

NAYS: None (0)

ABSTENTIONS: Anderson, Wood and Compton (3)

ABSENT: Lowery (1)

Mike Smith moved for approval of the July 14, 2004 minutes. Tom Wood seconded.

Stan Compton offered a friendly amendment. He thought he was at the July meeting but was not listed.

Commissioners Smith and Wood accepted the amendment.

The motion passed as follows:

AYES: Anderson, Compton and Smith (3)

NAYS: None (0)

ABSTENTIONS: Wood and Braun (2)

ABSENT: Lowery (1)

Holly Braun moved for approval of the September 8, 2004 minutes. Mike Smith seconded.

The motion passed as follows:

AYES: Braun and Smith (2)

NAYS: None (0)

ABSTENTIONS: Anderson, Wood and Compton (3)

ABSENT: Lowery (1)

5. **APPEARANCE OF INTERESTED CITIZENS ~** Sherry Reardon, 5373 7th Avenue, Keizer voiced questions and concerns about the Claggett development. She explained that the neighborhood is a well-established family neighborhood with a lot of natural features and the neighborhood association is concerned about the development of the new houses going in and the effect of the development on the sewer system, flood insurance and emergency services. She concluded that the association is not opposed to the development but would like more details about the plan.

Bruce Anderson responded that this is not a matter currently before the Planning Commission, but perhaps staff could get her the information. Nate invited Ms. Reardon to attend a meeting scheduled on Friday at 3:30 addressing those specific issues.

6. STAFF UPDATE –

River Road Renaissance ~ Community Development Director Nate Brown explained that everyone should have received a copy of the proposed implementation for the River Road Renaissance Project. He asked for input, questions or concerns regarding the strategy adding that administratively it has been reviewed and staff is satisfied that it is fairly comprehensive. He explained that the strategy includes land use policies, urban renewal strategy and community outreach. This does not require Commission action, but Mr. Brown hoped to address any issues that may be of concern to the Commission.

6. UNFINISHED BUSINESS

Capital Improvement Project List from Transportation System Plan ~ Mr. Brown explained that members of the Traffic Safety Commission were attending the meeting in order to provide input on the review of the Capital Improvement list.

He noted that the CIP list had been removed from the Traffic Safety Plan so that it could be revised and updated annually or as needed and reminded those present that the review began at the last meeting while distributing an updated chart. He concluded that his hope was to have the consent of the Planning and Traffic Safety Commissions to recommend this list to Council for adoption.

Mr. Kissler corrected line item 11, Non Capacity Improvements from 0% to 10% and Line item 21 from 100% to 0%. He explained that he had been working with Nate and the consultant on methodology for System Development Charges and identified that the current Council of Government Transportation Model is not accurate enough for use on Keizer's SDCs. Additional data collection is being done in the field. There are significant additions of traffic signals on the CIP. New traffic studies will be done on 16 intersections, both signaled intersections and intersections being considered for signalization including collectors, minor arterials and major arterials. A Portland consultant has been authorized to do the counting and our consultant, Transpo, will bring the data together. That data will not be available for a couple of weeks.

Mr. Kissler encouraged commissioners to review the list and approval as reasonable, but to reserve final approval and action after receipt of the validating information from the consultant. Mr. Brown explained that the capital improvement project list is required in the transportation system plan to be adopted by the city and as such will require City Council action.

City Attorney Shannon Johnson explained that staff was looking for an informal okay from the Planning Commission. He encouraged Commissioners, unless they felt strongly about not making a recommendation until after the data had been received, to approve the list so that the process can move forward and the CIP can be approved by Council (subject to traffic studies) and the SDCs can be finalized.

Mr. Kissler fielded questions regarding various items on the table. Mr. Brown explained that the total amount has increased considerably because the improvements have been identified specifically. Mr. Kissler added that numbers have been refined to reflect the appropriate improvement on many items.

Commissioner Smith had no basis for objection to this CIP and suggested that it be forwarded to Council with the comment that it has been studied and the Commission finds no basis for objection. Commissioner Braun stated that she preferred waiting until the data from the consultant has been received. Mr. Kissler explained that the maximum amounts have been placed on the CIP line items and a few of the items may be removed when the data comes in. Mr. Brown suggested that the

Commissioner might choose to put forward a positive recommendation with the understanding that this list is as comprehensive as possible at this point. Discussion continued at length regarding approval of the CIP, public input, Keizer Station, adequacy of consultant information and project substitution.

Commissioner Smith summarized as follows: The essence of the need is establishment of a System Development Charge prior to the issuance of building permits for Keizer Station. The risk is run of losing the income stream from that development for the traffic improvements necessary to facilitate the development if a System Development Charge is not in place. He suggested that the list be forwarded with the comment that it has been reviewed and found appropriate and that it is further recommended that more study be done, perhaps public testimony be taken and a thorough review of the Transportation Plan be undertaken in the near future, but not prior to the approval of this list.

Commissioner Smith moved that the recommended Capital Improvement list be approved and forwarded to Council for review and approval and further recommends that Council or the appropriate level undertake a review of the Transportation System Plan. Commissioner Compton seconded.

The motion passed as follows:

AYES: Anderson, Wood, Compton, Braun and Smith (5)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Lowery (1)

7. ADJOURN

Chair Anderson adjourned the meeting at 8:16 p.m.

Next Meeting ~ Wednesday, November 10, 2004