



**KEIZER PLANNING COMMISSION
MEETING MINUTES
Wednesday, October 10, 2018 @ 6:00 pm
Keizer Civic Center**

CALL TO ORDER

Chair Hersch Sangster called the meeting to order at 6:00 pm.

ROLL CALL:

Present:

Hersch Sangster, Chair
Garry Whalen, Vice Chair
Crystal Wilson
Matt Lawyer
Mark Caillier

Council Liaison:

Kim Freeman

Absent:

Michael DeBlasi
Kyle Juran

Staff Present:

Shannon Johnson, City Attorney
Nate Brown, Community Development Director
Shane Witham, Senior Planner

APPROVAL OF MINUTES: Commissioner Whalen moved for approval of the September 2018 Minutes. Commissioner Lawyer seconded. Motion passed as follows: Whalen, Wilson, Lawyer and Caillier in favor with Sangster abstaining and DeBlasi and Juran absent.

SWEARING IN OF COMMISSIONER CAILLIER: Deputy City Recorder Debbie Lockhart administered the Oath of Office to Commissioner Mark Caillier.

APPEARANCE OF INTERESTED CITIZENS: None

**PUBLIC HEARING: Proposed Text Amendments (Sections 1.200 and 2.403) –
Modifying Standards for Accessory Dwelling Units**

Chair Sangster opened the public hearing.

Senior Planner Shane Witham explained that the proposed changes were basically to align legislative language/terminology with the City's Code and to correct ambiguities and clarify confusing language. He brought attention to the Department of Land Conservation and Development (DLCD) handout which gives guidance to address housing needs and provides model code language.

Discussion followed regarding owner occupancy, zoning, public utilities and system development charges, the feasibility of adding an accessory dwelling unit to a duplex lot, allowance for additional driveway vs. public works standards, parking, applying for a variance if the proposed ADU is larger than 750 square feet, and short-term rental properties.

A majority of the commissioners indicated that they found the proposed ownership requirement acceptable but wanted staff to explore the possibility of allowing ADUs on a duplex lot. They urged that staff consider using the State model code language which allows up to three units on a property with the only caveat being that the owner of the property live in one of the units.

Chair Sangster noted that the Public Hearing would remain open and be continued at the November 14 meeting.

NEW/OLD BUSINESS/STAFF REPORT *(Taken out of Order)*: Mr. Brown reported that the final draft of the Cost of Growth Report would be presented at a meeting on October 22. He noted that it was not mandatory for the Commission to attend but urged commissioners to do so. He added that he continues to work with the consultant on refining the land use revitalization plan and reported that he had sent in the Federal Rail Consolidated Rail Infrastructure Improvement Program grant request to create a quiet crossing at Chemawa and Lockhaven but the grants are intended for major improvements so it does not appear likely that it will be awarded to Keizer.

COUNCIL LIAISON REPORT: Councilor Freeman reported on volunteer openings for various city committees, announced the upcoming Dearborn Bridge ribbon cutting, and provided an update of park improvements.

COUNCIL REPRESENTATIVE: It was agreed that because the Public Hearing was not closed and no decision made it was not necessary to report to Council.

OTHER BUSINESS: Chair Hersch Sangster noted that this was his last meeting. He thanked staff and Commissioners for their dedication and their willingness to disagree in a civilized manner.

ADJOURN: The meeting adjourned at 7:30 pm.

Next Meeting
Regular Session: November 14, 2018

Minutes approved: 11-14-18