

KEIZER PLANNING COMMISSION

Minutes

Wednesday, September 13, 2000 @ 7:00 p.m.

Keizer City Hall - Council Chambers

1. CALL TO ORDER

Chair Wolf called the meeting to order at 7:05 p.m.

2. ROLL CALL

The following members were present: Bill Wolf, Dick Inman, Stan Compton and Bruce Anderson

Absent: Jere Clancy, Michael Smith and June Abbott

Also present: Senior Planner-Maria Meier, City Attorney-Shannon Johnson and City Recorder-Tracy Davis

3. APPROVAL OF MINUTES/July 12, 2000

Mr. Inman moved for approval of the July 12, 2000 minutes. Mr. Compton seconded the motion and carried with Chair Wolf and Mr. Anderson abstaining, inasmuch as they were not in attendance of the meeting. The remaining members voted aye.

4. PLANNING UPDATE

Senior Planner, Maria Meier reported that three subdivision applications had been received and approved. They were all located in the Clearlake area. Three partition applications had been processed and two Comprehensive Zone Change applications had been received for properties located within the Special Policy Area and will be reviewed for preliminary hearing before the City Council in the near future.

Ms. Meier shared that commercial development was taking place with permits applied for the office building at Wittenberg Lane, Carl's Jr., Keizer Commercial Center and the office building remodel north of Bi-Mart on Cherry Avenue.

Responding to questions, Ms. Meier noted regarding the old LaBrisa building Marion County had requested additional information that had not been submitted by the engineer of the project. She also noted that the Council had made the decision to not take any action on the eight points, which the Planning Commission reviewed pertaining to the Chemawa Activity Center, although information

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regarding improvements to Radiant Drive would be presented by the City Engineer to the Council September 18th, 2000.

At the Commission's request City Attorney, Shannon Johnson reviewed the process regarding an applicant's case and requested that unless there are lengthy or specific conditions a final approval could be made at the meeting without an order being brought back before the Planning Commission.

5. **DEVELOPMENT REVIEW**

Senior Planner, Maria Meier reported regarding the Development Review of the subject property located at 3640 Cherry Avenue NE, Keizer that BBI Construction, Inc. submitted an application for Development Review for a new industrial structure. The subject property is located in an IBP Zone and the proposed use is a service/repair shop for an equipment rental facility. She went on to note that the applicant proposed to construct the industrial building with metal siding that does not conform to Section 2.315.08(B)(4) of the Keizer Development Code.

It was recommended that the Planning Commission discuss the required standard in Section 2.315.08(B)(4) and consider the purpose of the section to assist in making their final decision.

Ms. Meier reported that Commissioner June Abbott submitted her written comments for the record in her absence at the meeting. A copy of the letter was provided to the Commission.

Lee Reichenbach, 4020 Alderbrook Avenue SE, Salem-contractor for the project. He supplied pictures and information regarding the project and the materials that they would like to use. Mr. Reichenbach answered questions from the Commission.

Responding to questions, Ms. Meier noted that residing an existing building does not require a building permit, which would trigger a building permit review.

The Commission discussed the restrictions in the code pertaining to this issue and Ms. Meier and Mr. Reichenbach answered additional questions from the Commission. Chair Wolf and Mr. Inman provided a history for the reasoning in this portion of the Development Code and the Commission debated the application request.

Mr. Compton moved to approve the application with the condition that the building be constructed of the material presented at the Planning Commission Hearing, the "A" panel built by United Structures, and that the building be constructed in substantial compliance with the site plan. Mr. Inman seconded the motion and carried all present voting aye.

6. CODE REVISION SCHEDULE

Senior Planner, Maria Meier supplied her staff report and summarized that they had developed a schedule to review the Keizer Development Code for revisions including technical changes and the review of various standards. She reviewed the Code Revision Schedule, which she supplied to the Commission and explained how she would like the review process to take place.

Ms. Meier shared a matrix for section 3.1 of the Development Code and recommended that the Planning Commission begin the review for Phase I and offered to answer questions from the Commission. She explained the noticing requirements for the public hearing and asked for direction from the Commission regarding receiving information prior to a public hearing.

Responding to questions, Ms. Meier indicated that each phase would require at least one public hearing with a formal recommendation made to City Council. She went on to state at the end of the review of the phases staff recommends a quarterly review of the Development Code, as needed, with the final adoption of the code once all the phases had been reviewed.

City Attorney, Shannon Johnson thanked the Planning Staff for the work in compiling the changes to the code.

After discussion it was the consensus of the Commission to accept the matrix to allow for review of the phases within the Development Code.

7. OTHER BUSINESS

Chair Wolf noted he was considering resigning as chair at the next election and requested that members of the Commission have in mind a new chair.

Chair Wolf requested that the Commission consider putting together goals to allow for prioritization and discussion.

8. ADJOURN

With no further business Chair Wolf adjourned the meeting at 8:10 p.m.