*KEIZER PLANNING COMMISSION*
*MINUTES*
***Wednesday, September 12, 2001 @ 7:00 p.m.***
***Keizer City Hall – Council Chambers***

## 1. CALL TO ORDER

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

## 2. ROLL CALL

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

Also present were: Council Liaison Jacque Moir, Planning Director Maria Meier, City Attorney Shannon Johnson and Recording Secretary Cindy Perry

Absent: Michael Smith

## 3. APPROVAL OF MINUTES ~

- *July 25, 2001*
- *August 1, 2001*

Vice-Chair Abbott moved for approval of the July 25, 2001 minutes as written. Mr. Inman seconded the motion and carried all voting aye with the exception of Mr. Compton who abstained, inasmuch as he was not in attendance at the meeting.

Vice-Chair Abbott moved for approval of the August 1, 2001 minutes as written. Mr. Wolf seconded the motion and carried, all present voting aye.

## 4. APPEARANCE OF INTERESTED CITIZENS

No interested citizens appeared before the Commission.

## 5. DEVELOPMENT REVIEW

Planning Director, Maria Meier supplied a staff report regarding a Development review for property located at 3555 River Road North. She reported that Pence Kelly Construction on behalf of Skyline Ford had submitted an application for remodeling to also keep the metal siding that existed on the building. Ms. Meier noted Sections of 2.315.08(B)(4) which reads "*All buildings shall have wood, brick, stone, or stucco siding, or vinyl siding made to look like wood siding, Plain concrete block, plain concrete, corrugated metal, plywood and sheet press board may not be used as exterior finish materials.*"

Ms. Meier also noted the letter provided by Settecase Architecture, F.A.I.A under item number five that the applicant had agreed that the building exterior would be masonry (existing) and stucco (new construction), but then proceeded to leave the existing siding which did not conform with the code.

Ms. Meier reported that a representative from Skyline Ford had agreed to attend the meeting to answer questions from the Commission. Unfortunately, there was no representative present.

Staff recommended that the Commission discuss the standards in Section 2.315.08(B)(4) *Materials and Texture* and consider the purpose of the section to assist in its final decision.

City Attorney Shannon Johnson read the notice for applicable criteria and asked the audience for any objections to the written notice of the meeting or any bias or exparte contact from the Commissioners. With no objections brought forward the development review by the Commissioners continued.

Chair Anderson asked the audience if anyone wished to testify. With no one wishing to testify the Commissioners addressed the subject.

Commission members expressed disappointment that a representative from Skyline Ford was not present to explain their reason for not adhering to the code.

Mr. Johnson cautioned the Commission to base their decisions on the findings and criteria.

Although some of the members of the Commission felt the building was a nice addition to River Road with the metal siding all the Commission members agreed that it did not conform to the Development Code and the following motion was made.

<u>Vice-Chair Abbott moved a motion to deny Skyline Ford's request to keep the metal siding as the applicant did not meet the burden of proof showing that their application met the criteria and for staff to issue a notice of decision. Mr. Wolf seconded the motion and carried, all present voting aye.</u>

Ms. Meier indicated that she would notify the applicant and work with them on a timeline for removal of the material, but also noted the applicant had the ability to appeal the decision to the City Council. She offered to keep the Commission up-to-date on this.

Mr. Compton expressed an interest in re-addressing the Development Code regarding the use of a metal façade on local businesses.

As an outgoing member of the Commission Mr. Wolf cautioned against this indicating that the current standards were to the benefit and eye appeal of the community.

## 6. NEW BUSINESS/OLD BUSINESS

*Infill Redevelopment Master Plan Update*

Responding to Mr. Compton's inquiries Ms. Meier indicated that they were still in the process of accumulating the amount of staff time spent on the project. She offered to supply this information to the Commission once the data was compiled.

Ms. Meier reported that the City Council was reviewing the Infill Master Plan Document and that staff had been directed by Council to compile additional information regarding the possible use of incentives.

Chair Anderson expressed an interest in the information which would be provided to the Council pertaining to an incentive program for the Infill Master Plan. Ms. Meier offered to supply a copy of her staff report to the Commission.

*Chemawa Activity Center*

Ms. Meier reported that the Commission would begin review of the proposal from the applicant pertaining to the CAC. She noted that this would be done in a work session setting to allow the Commission and its new members the opportunity to become familiar with the process.

*UNOCAL Property*

Mr. Compton noted that he had attended the Urban Renewal Agency meeting and participated in the discussions regarding the Unocal Property. As the liaison to the Keizer Urban Renewal Board he provided a history of the property and its discussions and visions as seen in the 21st Century Plan.

Councilor Moir reported that the Agency had decided to proceed with the property as a focal point and to divert $10,000 from the Gateways line item in the 21st Century Plan towards the engineering of the project. She shared that the focal point would be similar to the one located at the south end of Keizer with additional features to be explored. As part of the motion adopted by Council a one-year timeframe was set to allow for the coordination of private donations for the building and maintenance of the structure. Councilor Moir also noted that public input would be taken regarding the project.

*Farewell*

Members of the Commission and staff offered their thanks and best wishes to outgoing Planning Commission members June Abbott, Dick Inman and Bill Wolf for their dedicated service.

*Volunteer Coordinating Committee*

Councilor Moir reported that the Volunteer Coordinating Committee would be meeting later this month to fill the vacancy on the Planning Commission left by Jere Clancy.

## 7. ADJOURN

- **NEXT MEETING ~ *Wednesday, October 10, 2001 @ 7:00 p.m.***

Chair Anderson adjourned the meeting at 8:15 p.m.