

CITY COUNCIL AGENDA PACKET

TUESDAY
SEPTEMBER 3, 2002

- 6:15 P.M. EXECUTIVE
SESSION
- 7:00 P.M. CITY COUNCIL
REGULAR SESSION

*Please contact Chris Eppley, City Manager if
you have any questions or need additional
information regarding any of the staff
reports or issues contained on the agenda.
Thanks!!*



NOTICE is hereby given that the City Council of the City of Keizer will meet in executive session on **Tuesday, September 3rd 2002 beginning at 6:15 p.m.** The Executive Session is being held pursuant to ORS 192.660(1)(f) – To Consider Records Exempt by Law from Public Inspection and ORS 192.660(1)(h) – Current Litigation or Litigation Likely to be Filed.

The Executive Session will be held at Keizer City Hall, 930 Chemawa Road NE, Keizer, Oregon.

Questions regarding this session may be directed to Chris Eppley, City Manager at 390-3700, extension 102.

Dated this 30th, day of August, 2002.

Tracy L. Davis, CMC
City Recorder

Notice for Information Purposes Only.

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

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

A G E N D A

KEIZER CITY COUNCIL

EXECUTIVE SESSION

Tuesday, September 3, 2002

6:15 p.m.

Keizer City Hall

Keizer, Oregon 97303

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION

- a. Pursuant to ORS 192.660(1)(f) (To consider records that are exempt by law from public inspection)
- b. Pursuant to ORS 192.660(1)(h) (To consult with legal counsel regarding litigation or litigation likely to be filed)

4. ADJOURN

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

The Oregon Public Meeting Law authorizes governing bodies to meet in executive session in certain limited situations. An executive session is defined as any meeting or part of a meeting of a governing body which is closed to certain persons for deliberations on certain matters as defined by ORS 192.660. These sessions are closed to the public and under certain circumstances the media also. The governing body is not allowed to take any final action or make any final decisions during the executive sessions. Any final action or decision must be made after returning or at the next regularly scheduled meeting.

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

A G E N D A

KEIZER CITY COUNCIL

REGULAR SESSION

Tuesday, September 3, 2002

7:00 p.m.

**Robert L. Simon Council Chambers
Keizer, Oregon 97303**

1. CALL TO ORDER

2. ROLL CALL

3. 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.

4. COMMITTEE REPORTS

- a. Planning Commission Appointment
- b. Keizer Police Cadet Academy Graduation Certificates

5. OTHER BUSINESS

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

a. New Business

b. Old Business

6. PUBLIC HEARINGS

- a. Gubser Neighborhood Traffic Management Plan (cont. from 8-19-2002)
- b. Text Amendment Case No. 02-21 (Private Streets)

7. ADMINISTRATIVE ACTION

- a. Chemawa Activity Center/Keizer Station Plan – Text Amendment/Comprehensive Plan Change/Zone Change Case No. 01-50 (cont. from 8-19-2002)

b. Final Report on Air Quality/Facility Cleanup

c. Municipal Court Judge Evaluation Report

8. **CONSENT CALENDAR**

a. **RESOLUTION** – Authorizing Expenditure for Specific Purpose/Police Vests

b. Approval of August 5, 2002 Regular Session Minutes

c. Approval of August 12, 2002 Work Session Minutes

9. **WRITTEN COMMUNICATIONS**

To inform the Council of significant written communications.

10. **AGENDA INPUT**

September 9, 2002

6:00 p.m. City Council Special Session

- Chemawa Activity Center/Keizer Station Plan – Text Amendment/Comp Plan Change/Zone Change Case No. 01-50

September 16, 2002

7:00 p.m. City Council Meeting

- Water Task Force Final Report and Recommendation

September 23, 2002

6:00 p.m. City Council Special Session

- Chemawa Activity Center/Keizer Station Plan – Text Amendment/Comp Plan Change/Zone Change Case No. 01-50

October 7, 2002

7:00 p.m. City Council Meeting

11. **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 1-800-735-2900 at least two working days (48 hours) in advance.



September 3, 2002

AGENDA ITEM 4a

PLANNING COMMISSION APPOINTMENT

CITY COUNCIL MEETING: September 3, 2002

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS EPPLEY
CITY MANAGER**

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

SUBJECT: KEIZER PLANNING COMMISSION APPOINTMENT

ISSUE:

In July, John Preston submitted his resignation from his position on the Keizer Planning Commission. Mr. Preston was serving a three-year term scheduled to expire in September 2004. A press release was distributed requesting volunteers interested in serving on the Planning Commission to submit a volunteer application.

At the August 6th meeting of the Volunteer Coordinating Committee, four volunteer applications were reviewed. Each of the candidates appeared before the Committee to give brief oral presentations on their backgrounds and qualifications for the position. Upon conclusion of the presentations and discussion, the Committee voted to recommend the appointment of Mike Hart to fill this vacancy.

Mr. Hart has been invited to attend the City Council meeting to receive a proclamation for this appointment.

RECOMMENDATION:

It is recommended the City Council accept the recommendations of the Volunteer Coordinating Committee and appoint Mike Hart to fill the unexpired term on the Keizer Planning Commission.



September 3, 2002

AGENDA ITEM 4b

KEIZER POLICE CADET ACADEMY GRADUATION

August 27, 2002

To: Keizer City Counsel

From: Officer Kelley, KZP.

REF: Outline for Keizer Police Cadet Academy graduation.

The Keizer Police Departments first Cadet Academy is preparing to graduate on September 3, 2002.

The Keizer Police Cadet program consists of 7 Cadets ages 14 to 20. Prior to being accepted as Cadets for the City Of Keizer they were required to submit a written application, participate in an oral interview and pass a background investigation. Once they were accepted, the Keizer Police Cadet Advisor's, Sgt. Lance Inman, Officer Dan Kelley, Officer Tim Lathrop and Res. Officer Hogdon prepared material to conduct a Cadet Academy at the Keizer Police Department.

On July 2, 2002 the Keizer Police Cadet's began a two-month training academy. Cadets attended 4 hours of training each Tuesday, Thursday and every other Saturday. Instructors for each of the class were officer's of the Keizer Police Department that had specialized knowledge in the area to be covered.

Training consisted of various areas of the Law Enforcement field, pertaining to Criminal Law, Procedural Law, Search and Seizure, Firearms, Building Searches, Traffic Stops, High Risk Traffic Stops, Ethics, Defensive Tactics, report Writing and Courtroom Testimony. The curriculum for these classes came directly from the Basic Police Academy for Sworn Officer's.

The Keizer Police Cadets attended a total of 90 hours of training, while attending the Keizer Cadet Academy. The following Cadet's are the first to graduate from Keizer's first Cadet Academy for 2002.

Cadet Crystal Biffle
Cadet Ben Jolliff
Cadet Ethan Postrel
Cadet Patrick Sieng
Cadet James Woodside
Cadet Amanda White
Cadet Ryan Saltalamachia

Through each of the Cadets volunteered time and personal effort they have earned the right to be called "Keizer Police Cadets"

Officer Dan Kelley
Keizer Police Department
Cadet Advisor
SRO McNary High School



September 3, 2002

AGENDA ITEM 6a

GUBSER NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN

CITY COUNCIL MEETING: _____

AGENDA ITEM NUMBER: _____

TO: MAYOR AND CITY COUNCIL

**FROM: CHRISTOPHER C. EPPLEY
CITY MANAGER**

SUBJECT: GUBSER NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN

BACKGROUND

In January of 2002, Rob Kissler, Chris Eppley, City Manager and Rob Kissler, Public Works Director asked the Keizer Traffic Safety Commission (TSC) to develop a strategy to address traffic concerns in the Gubser Neighborhood. The TSC accepted the request, conducted a number of public hearings and formed a series of recommendations to address cut-through traffic from River Road heading toward I-5 Interchange Exit 260 through the residential areas adjacent to Trail Avenue along Manzanita Street, Harmony Drive and Mandarin Drive. A copy of the TSC Recommendations has been provided for your review as Attachment A.

City Staff had an opportunity to review the recommendations from the TSC and provide feedback for their review. Staff believes the work of the TSC to be thorough and comprehensive and is in general agreement with a majority of the TSC recommendations with a few exceptions that are outlined in the comments. A copy of the Staff comments to the TSC has been provided for your review as Attachment B.

Some of the items in the TSC recommendations are simple to accomplish administratively and have either been accomplished or were scheduled for completion this year during the FY 2002-03 Budget process. These items include 1-A, 1-B, 3-B and 4-B.

Staff agrees with the TSC on items 2-A, 2-B, and 2-C but needs Council authority to site the traffic control devices identified in the report.

Staff disagrees with the TSC on item 4-A but has suggested an alternative that would need to be authorized through a supplemental budget or listed as an item for next year's budget process.

Staff disagrees with the TSC on Item 3-A.

Staff wishes to thank Chair Jackson and the TSC members for their dedicated efforts to promote the public process in forming a recommended traffic calming strategy for the Gubser Neighborhood. We look forward to working closely with the TSC on other important projects in the near future.

RECOMMENDATION

Staff recommends that Council review the TSC recommendations and the Staff comments on the Gubser Neighborhood Traffic Management Plan (GNTMP). Staff recommends that the Council open the public hearing, take testimony and then close the public hearing. Staff recommends that Council then deliberate the points outlined in the TSC GNTMP and the Staff comments and give guidance to Staff on the unresolved items and those items listed above that require Council or additional budgetary authority (2-A, 2-B, 2-C, 3-A, and 4-A).

If Council determines that item 3-A is appropriate, Staff recommends that it be put into effect only after the other items recommended in the GNTMP have been put into place and tested for effect. Staff notes that item 3-A would require a modification of the Keizer Transportation System Plan (TSP), which was adopted in 2000 and is scheduled for review in 2005 unless Council initiates an earlier review. Staff recommends that item 3-A be put into effect only after an alternative North-South Collector has been identified and recognized in the TSP during the next review.

City Of Keizer

Traffic Safety Commission

Gubser Neighborhood Traffic Management Plan

July 26, 2002

Summary: This Gubser Neighborhood Traffic Management Plan was developed after several months of meetings and a great deal of input from residents living within the Gubser neighborhood in order to arrive at a solution to reduce the high volume of cut-through traffic experienced within this area. The Traffic Safety Commission is now forwarding this plan to the Keizer City Council as our recommended solution to address this issue. We encourage any questions or comments you might have and that you move forward with implementing our recommendations.

Background: Over the last decade, the City of Keizer has experienced a considerable amount of growth in both population and the volume of vehicle traffic. One area of specific concern has been due to the addition of several new residential subdivisions in north Keizer and their impact on the Gubser Neighborhood. Vehicles from these areas are utilizing local residential streets in the Gubser neighborhood as "cut-through" routes to access Interstate 5 and the Salem Parkway in order to avoid using River Road.

The traffic volume on these local residential streets has continually increased to over 4,200 vehicle trips per day. Area residents have for some time been expressing concern over this increasingly unsafe situation.

In January 2002 the Keizer City Manager, Chris Eppley and Public Works Director, Rob Kissler approached the Traffic Safety Commission (TSC) requesting that we develop a plan to address the volume of traffic using the Gubser Neighborhood as a cut-through, rather than using River Road and Lockhaven Drive. The TSC accepted the request and went to work developing a process to draft such a plan.

Plan Goal: To reduce the volume of cut-through traffic and its effect on the Gubser Neighborhood without shifting the problem from one street to another. It was acknowledged that this project would present a variety of challenges in order to accomplish this goal. Specifically in changing the behavior and established patterns of drivers currently using the streets in this area as a routine part of their daily commute. Developing solutions that address the volume of cut-through traffic without having a significantly negative impact on the local neighborhood is also a concern.

Plan Process: The TSC identified groups of area residents and businesses with common interests and concerns regarding the cut-through traffic on the affected streets and established "stakeholder" groups.

The stakeholder groups consisted of residents and businesses on Harmony Drive, Trail Avenue, Mandarin Drive, and Manzanita Street between River Road and 14th Avenue. Stakeholder meetings with each group were held during February and March where the project concepts were discussed and input from residents obtained.

Overall, those participating were very supportive of the project and the approach the TSC was using to draft the plan. It should be noted that we inadvertently failed to include a small number of residents on connecting side streets that included 11th, 12th, 13th Avenues, Manzanita Way, and Park lawn Court. These residents and businesses were however provided with a copy of the plan draft and invited to participate in the public hearing process, which many of them did.

A draft "Gubser Neighborhood Traffic Management Plan" was also provided to the City's Traffic Engineer, local emergency response agencies, Salem/Keizer School District, and Cherriots with a request for comments.

Copies of a final draft were mailed to all area residents, businesses and the Gubser Neighborhood Association requesting their input at a public hearing held on May 23, 2002. An announcement of the public hearing was also published in local newspapers.

Plan Recommendations:

The TSC is recommending the following plan components be implemented in order to accomplish the established plan goals. Each component will be carefully monitored to ensure that the desired results are achieved and to prevent measures from being implemented that might have an adverse impact. In order for this or any plan to be effective, corrective measures must improve traffic flow and efficiency in order to change the behavior of drivers in our community. The TSC is hopeful that the City Council will concur with our plan recommendations and begin implementation as soon as possible.

It should be noted that the following recommendations are not listed in any specific order and represent a "package" of necessary items. They are only numbered for purpose of referencing and discussion.

1 - River Road and Lockhaven Drive Intersection

The City has already taken one step to improve the morning southbound River Road traffic flow at this intersection for vehicles making left turns (east) onto Lockhaven Drive by increasing the protected left turn time. The TSC feels that in order to prevent the current cut-through traffic volume from simply using Manzanita Street as their new travel route, that additional improvements are necessary. This consists of two improvements at this location.

1-A: The TSC recommends that additional time be added to the protected left turn signal southbound on River Road to Lockhaven Drive eastbound during the morning A.M. commute hours.

The TSC initially recommended the installation of a five-head (protected/permissive) traffic signal at this location to assist with improving this intersection's efficiency. However, due to concerns raised by the Keizer Police Department that this might lead to an increase in accidents and input from the City's Traffic Engineer, it was determined that such a signal should only be considered after adding additional time to the protected left turn signal have been implemented and monitored for effectiveness. Efficiently moving nearly twice as many vehicles through this intersection during the morning commute is a major key to successfully resolving the issue of cut-through traffic in the Gubser Neighborhood.

1-B: The TSC recommends that the right turn lane on the northeast corner of the River Road and Lockhaven Drive intersection be improved to provide for a protected pedestrian crossing and replace the current stop sign with a signalized right turn.

This will accomplish two important objectives, improving the west to northbound efficiency of the intersection and greatly improve pedestrian safety. Currently many drivers do not yield to the stop sign or pedestrians at this location, resulting in several accidents and many more near misses.

Having these improvements completed early on in the plan implementation is key to helping convince drivers that taking this route will be more efficient than cutting through the Gubser neighborhood.

2 – Manzanita Street

2-A: The TSC recommends that stop signs be installed on Manzanita Street 11th Avenue and 13th Avenue, creating 4-way stops at both intersections. The utilization of stop signs was overwhelmingly favored over other engineering methods considered on Manzanita.

Residents expressed concern for livability, emergency service delays and cost issues when the original draft plan proposed traffic circles. Stop signs were also preferred over traffic circles by the Keizer Public Works, Keizer Fire District, Salem/Keizer School District and Cherriots in their submitted written comments. It was discussed that compliance at these stop signs could become an issue in the future.

2-B: The TSC recommends that the right-hand eastbound lane of Manzanita Street at Trail Avenue be designated as the through travel lane and the center lane be designated for left turns. This will help reduce confusion at this intersection and improve the safety of this intersection.

2-C: The TSC recommends the installation of signage on Manzanita Street near River Road informing drivers eastbound on Manzanita Street that it is open to “local traffic only”.

3 – Trail Avenue

3-A: The TSC recommends that Trail Avenue be closed at Manzanita Street. A variety of options and possibilities were considered in order to reduce the volume of cut-through traffic using Harmony Drive and Mandarin Street via Trail Avenue. While closing Harmony Drive at Trail Avenue or installing “pork chops” (right in/right out medians) at both ends of their street would be acceptable to Harmony residents, the same would be required on Mandarin Street as well and would significantly restrict their travel options.

This type of engineering method significantly reduces the residents’ ability to access their homes and was strongly opposed by the majority of citizens providing testimony. Therefore the TSC feels that closing Trail Avenue at Manzanita Street offers the best solution with the least impact to local residents. This recommendation would require changing Trail Avenue from a collector street to a local street in the Keizer Transportation System Plan.

The Keizer Fire District expressed concern that closing of Trail Avenue would have an adverse effect on the fire protection requirements of Long Lumber. Therefore, we recommend the closure of Trail Avenue be accomplished by installing a decorative gate. This would allow for emergency vehicle access and provide a visually pleasing alternative to a block wall or barricade. The closure design should also provide for bicycle and pedestrian access to Manzanita Street from Trail Avenue.

It was discussed that only closing the southbound lane of Trail Avenue from Manzanita Street would not be effective and result in vehicles driving around the barrier, creating an unsafe condition. Consideration was given to the fact that Trail Avenue serves three Keizer businesses, Long Lumber, France School of Dance, and Art Impressions. All three businesses were mailed copies of the plan draft with none providing testimony or written comments in opposition to this recommendation.

3-B: The TSC recommends that consideration be given to providing a bicycle and pedestrian pathway on Trail Avenue from Harmony Drive to Manzanita Street. Currently no safe space for bicycles or pedestrians is provided on this section of Trail Avenue.

4 – McNary Estates Drive and River Road

4-A: The TSC recommends that the travel lanes eastbound from McNary Estates Drive be changed so the right-hand lane exiting McNary Estates Drive is a right turn only lane and the left-hand lane provides for through and left turn traffic.

Currently vehicles wishing to turn right onto River Road (southbound) have to wait behind vehicles traveling straight across the intersection into the Gubser neighborhood. This situation encourages vehicles to go straight rather than use River Road and increases the volume of cut-through traffic.

4-B: The TSC recommends that the protected left turn signal time at River Road southbound to Manzanita Street be reduced. This will allow fewer vehicles to enter the Gubser neighborhood per signal cycle and encourage the use of River Road.



CITY OF KEIZER

MEMORANDUM

DATE: August 15, 2002

TO: Chair Jackson and Traffic Safety Commissioners

THROUGH: Chris Eppley
City Manager

FROM: Rob Kissler
Director of Public Works

SUBJECT: Gubser Neighborhood Traffic Management Plan

BACKGROUND:

Staff has prepared a preliminary recommendation to City Council based on the Traffic Safety Commission's (TSC) final draft of the Gubser Neighborhood Traffic Management Plan Recommendations dated July 26, 2002. The following is a series of bullet points outlining the areas where City staff agrees or does not agree with the recommendations of the TSC. The comments listed below are the framework that will ultimately make up the staff recommendation to City Council on September 3rd. Ideally, it would be advantageous if the TSC and City staff were in agreement on all points and could issue a joint recommendation.

- Item 1-A has been completed and will be monitored for possible additional time provided Lockhaven east and westbound traffic is not affected.
- Staff agrees with the TSC on item 1-B. The City Council has approved budget allocations in the 2002/2003 street fund to accomplish this task.
- Staff agrees with The TSC on items 2-A, B and C. However staff recommends placing stop signs at the intersection of Manzanita and Trail to complete a four way stop and not place stop signs at 11th and Manzanita until needed. Staff also recommends designating a "no parking zone" using a yellow curb for the first 50' on the south side of Manzanita east of Trail, when lane delineation in item 2-B is changed.

- Staff disagrees with the TSC on item 3-A the closing of Trail Ave at Manzanita for the following reasons:

- ✓ Trail Avenue is designated as a Collector in the City's Transportation System Plan.
- ✓ Potentially 30 acres of undeveloped high-density residential and mixed use property is adjacent to Trail Ave. Trail is needed to connect these properties in some alignment to the City's Arterial street system.
- ✓ Closing Trail will reduce the State's requirement of connectivity in neighborhoods.
- ✓ Turnarounds would need to be constructed the driving public if dead end streets are created.

Perhaps the TSC's suggestion of pork chops or center medians could be an alternative to discourage cut through traffic. Placing a cul-de-sac at the west end of Harmony and Mandarin may be a solution to cut through traffic in the area. Staff is planning on meeting with the TSC to further explore options.

- Staff agrees with the TSC on item 3-B. The City Council approved funding in the street fund to accomplish this task.
- Staff disagrees with the TSC on item 4-A. This change will create a two-lane offset east bound onto Manzanita. This is an extremely dangerous vehicle movement because of grade elevations and on coming traffic. **As an alternative, Staff suggests the construction of a dedicated right turn lane on McNary Estates drive. This improvement is not currently funded.**
- Staff has fielded many complaints over the years on the short protected left turn time at River and Manzanita as described in item 4-B. Citizens have been requesting longer left turn green time. Staff has resisted this request. Staff will monitor and adjust less green time to the left turn if appropriate for vehicle movements in this intersection.

Staff appreciates the long and tireless work of the TSC. The Public process conducted by this committee has been thorough and has created a forum that has allowed significant involvement by the community on a series of decisions that will impact many citizens in the Gubser neighborhood. Staff looks forward to working with the TSC on developing a final recommendation to the City Council on this issue to serve the entire community and on other similar projects in the future.

DATE: August 28, 2002
TO: Keizer City Council
FROM: Traffic Safety Commission
SUBJECT: Gubser Neighborhood Traffic Management Plan

BACKGROUND:

The Traffic Safety Commission's recommended *Gubser Neighborhood Traffic Management Plan* was completed on July 26, 2002.

Keizer City staff reviewed the TSC *Plan*, item-by-item, and set forth their comments and recommendations in a memorandum dated August 15, 2002. City Manager Chris Eppley presented these recommendations to the TSC at its meeting on August 22nd. It was noted that Staff was in agreement with all items of the TSC *Plan*, except for Items 3-A and 4-A.

RECOMMENDATIONS:

Following a lengthy discussion with Mr. Eppley and considerable discussion between TSC members—including additional testimony from Gubser area residents—the TSC unanimously makes the following recommendations to the City Council:

That the City Council adopt the recommendations of the TSC *Gubser Neighborhood Traffic Management Plan* dated July 26, 2002, with the following changes regarding Items 3-A and 4-A:

Item 3-A. Close Trail Avenue with a gate at Manzanita Street as outlined in the *Plan*.

Staff cited four reasons against this recommendation. They are each listed below, followed by the TSC's comments.

1. Trail Avenue is designated as a Collector in the City's Transportation System Plan.

TSC: *Trail was designated as a Collector at the time when Trail was connected to River Road at its intersection with Wheatland Road. Traffic often went from Wheatland or from River Road directly onto Trail and then cut through the Gubser Neighborhood to reach I-5 and points east. While the route is slightly more difficult now, the cut-through problem persists.*

The bottom line is that Trail only operates at the level of a Collector when it is handling cut-through traffic. Without this traffic Trail is only a local street.

2. Potentially 30 acres of undeveloped high-density residential and mixed use property is adjacent to Trail. Trail is needed to connect these properties in some alignment to the City's Arterial street system.

TSC: *The TSC's charge is to find a solution to the cut-through problem that exists NOW. They took into consideration that traffic demands will change in the future by proposing a solution which will solve the problem now, but that can be easily altered as future needs arise. The gated closure of Trail that has been proposed solves the problem, as it now exists. This closure could easily be removed as future population and traffic trends change.*

3. Closing Trail will reduce the State's requirement of connectivity in neighborhoods.

TSC: *On the contrary, the TSC feels that the closure of Trail will preserve the connectivity within the Gubser Neighborhood. All of the other alternatives that were considered imposed major travel restrictions on nearly all of the residents. At the public hearings held by the TSC the majority of the participants agreed that the closure of Trail might make some of their trips somewhat more difficult, but that it was a small price to pay to reduce the cut-through problem.*

4. Turnarounds would need to be constructed {for} the driving public if dead-end streets are created.

TSC: *Closing Trail would require the creation of a single turning space on the south side of the gate. There should be sufficient space for this.*

While the Staff did not suggest any specific solutions to the problem that the TSC was attempting to solve they did suggest revisiting ideas such as "pork chops," center medians, or cul de-sacs at the west ends of Harmony and Mandarin.

TSC: *The TSC had considered these alternatives earlier, and found that in every case the hardship created for the local residents was far greater than by the simple closure of Trail. Discussions after Mr. Eppley's presentation did not result in a change of the TSC's view.*

Item 4-A. Modify the Plan in accordance with Staff recommendations: Construct a dedicated right turn lane from eastbound McNary Estates Drive onto southbound River Road.

Staff suggested an alternative that would construct a dedicated right turn lane from eastbound McNary Estates Drive onto southbound River Road. The TSC had considered this alternative early in its deliberations, but were under the impression that it would not be allowed. The TSC feels that this alternative would certainly help clear the congestion at that intersection, and by encouraging the use of southbound River Road, would somewhat help decrease the cut-through traffic in the Gubser Neighborhood.

During the discussion of Item 4-A Mr. Eppley also suggested that it might be possible to further modify the McNary Estates Drive / River Road intersection so that traffic exiting McNary Estates Drive would be prevented from continuing eastward onto Manzanita Drive. This would mean that such traffic would be forced to turn either left (north) or right (south) onto River Road. Although the TSC had not researched this alternative, they felt that because this would prevent any cut-through traffic from McNary Estates Drive it was a good idea

In summary, the TSC's proposal:

- Presents a solution that can be implemented now.
- Can be modified as population and traffic conditions change.
- Offers the least disruption for the local residents' travel needs.
- Involves alteration of only one intersection.

It is important to note that the TSC is most appreciative of the effort and input by Keizer City Staff, together with Staff's desire to work cooperative and collectively with the TSC for the common good of Keizer citizens in an effort to resolve these traffic issues. We look forward to a close working relationship on future projects.

CITY OF KEIZER
TRAFFIC SAFETY COMMISSION AGENDA
KEIZER CITY HALL ~ Conference Room B
Thursday, January 24, 2002 at 7:00 p.m.

1. CALL TO ORDER

Chair Jackson called the meeting to order at 7:00 p.m.

2. ROLL CALL

The following members were present: Randy Jackson, Glen Putman, Joseph Ortiz, Jeff Hanson, Steve Lamb and Harlan Naegeli (arrived at 7:05 p.m.)

Absent: Steve Prothero

Also present: Council Liaison Judy Smith, Staff Liaison Officer David LeDay and Recording Secretary Cindy Perry

3. REVIEW/APPROVE MINUTES ~ November 29, 2001

Mr. Lamb moved for approval of the November 29, 2001 as amended. Mr. Putman seconded the motion and carried, all present voting aye.

4. APPEARANCE OF INTERESTED CITIZENS

No interested citizens appeared before the Commission.

5. WRITTEN COMMUNICATIONS

Officer LeDay noted that the Police Department had received a written concern from the residents living at 1602 and 1625 Chemawa Rd. These properties sit in the S-curve of the street and have had a number of vehicles end up in their yards. Officer LeDay noted that the Police Department was interested in making this a SARA Project with the possibility of instituting guard-rails in this area.

Chair Jackson requested that this issue be addressed under "New Business".

6. BIKEWAY COMMITTEE REPORT

Hersch Sangster reported that the committee had been actively working with the Fire and Police Department regarding the Helmet Diversion Program.

The Bike Skills Fair would take place again this next year at DaySpring Church.

Mr. Sangster shared that the committee had the opportunity to apply for a Bicycle Safety Program mini-grant through the Oregon Department of Transportation. The committee requested the opportunity to submit an application for grant funds in the amount of \$2100. Funds from this grant would be used to develop bicycle safety education kits for the local elementary schools. Mr. Sangster noted that seven kits would be organized at approximately \$250 per kit. He requested the endorsement of the Traffic Safety Commission to apply for these funds.

Mr. Lamb moved a motion to endorse the Bicycle Safety Committee applying for the Bicycle Safety Program Grant in the amount of \$2100. Mr. Ortiz seconded the motion and carried, all present voting aye.

Chair Jackson offered to draft the letter of support from the Commission.

Councilor Smith shared that the Bicycle Committee had been nominated for the Alice B. Toeclip award. The banquet to announce the winner of the award would take place on February 16th.

7. REPORT FROM CHAIR

Chair Jackson reported that he would be organizing the annual report of the Commission to submit to the Council.

Chair Jackson placed an invitation on the table for another Commission member to take over as Chair. He indicated once the Little League season began that it might be difficult for him to serve as chair. He asked that the Commission members consider this.

8. STAFF LIAISON REPORT

Officer LeDay summarized traffic statistics for the months of November and December and noted the annual towed vehicle summary for 2001.

Officer LeDay also supplied information regarding OLCC reports pertaining to alcohol-related incidents and those businesses selling alcohol. He indicated that a web site was available to obtain this information for those interested.

9. COUNCIL LIAISON REPORT

Councilor Judy Smith reported that she had attended a Community Policing Meeting and discussed the vision clearance issue and the possibility of using the volunteers to distribute letters to those who were violating the ordinance. Ken Gierloff with Southeast Keizer Neighborhood Association expressed interest in being part of this. Councilor Smith indicated once the ordinance was formalized and issues outlined that they would be contacted.

Councilor Smith reported that SKAATS would be working on the regional TSP over the next three months. Elections for this group took place with Councilor Smith being elected the Vice-Chair.

10. GENERAL BUSINESS

a. Gubser Elementary Parking-

No updates

b. Ridgetop Drive and Northern Heights Loop-Vision Issue

Public Works Director Rob Kissler noted that Public Works staff had reviewed this area during the day and did not observe any problems. He deferred the complaint to Officer LeDay who noted he would have an officer from the night shift review the situation during the evening hours. A report would be submitted to the Commission next month.

c. Traffic Concerns & Changes - Topic & Information Requests

Chair Jackson introduced City Manager Christopher Eppley and Public Works Director Rob Kissler. Chair Jackson indicated that he had spoken with staff regarding the Commission's dilemma of their charge and a possible project for the Commission to embark on.

City Manager Eppley commented on his vision for the Commission. He felt it was important to utilize the Commission's talents on larger traffic safety issues.

Public Works Director Rob Kissler addressed the areas of Harmony, Trail, Manzanita, Marigold, Mandrin, 14th Avenue, River Road and some of the traffic issues that have been commented on by the public. Due to the limited amount of resources available to the city Mr. Kissler invited the Commission to act as a citizen advisory group to develop a neighborhood traffic management plan with the assistance of a public forum process.

Mr. Kissler summarized how he envisioned the process, which included funding and the various entities that should be included in the process.

Responding to questions Mr. Kissler indicated that the Commission would develop a process, working with staff and other organizations. He presented a map of the area in question and some of the options discussed to help alleviate cut-through and speeding traffic in the area. Copies of the Neighborhood Traffic Management Plan were also distributed to members of the Commission.

The Commission discussed the problems along these streets and possible resolutions. City Manager Eppley cautioned the Commission to be aware that a solution for one area could cause problems for others and to take this into consideration during the process.

Mr. Kissler suggested working with the neighborhood association in the impacted area. He also suggested completing the tasks in intervals to observe if the phasing in of change assisted with the alleviation of some of the problems.

Chair Jackson felt it would be important to include the neighborhood associations in the areas, which would be affected. City Manager Eppley agreed but noted that property owners in the area would also need to be made aware of the public forum meetings to allow them to also supply input.

With no objections from the Commission Chair Jackson agreed that this would be an excellent project for the Commission to work on.

The Commission questioned staff regarding the appropriate fashion which complaints, such as vision hazards and traffic issues should be directed. City Manager Eppley felt that these types of issues would be appropriate to send directly to staff as opposed to having them brought before the Commission and then directed to staff. He indicated that it would be beneficial for staff to establish an outline of expectations for these types of issues.

Councilor Smith expressed concern that if issues were not brought before them that the Commission would not be aware of what had been addressed.

City Manager Eppley stressed that these types of issues were not the charge of the Commission and that their time and talents would be more useful in the project, which they were discussing.

Chair Jackson asked if it would be possible for staff to supply a monthly summary to the Commission to keep them up to date on things taking place in the city.

Councilor Smith again reiterated her concern that the background of the group was changing. She felt the public was more comfortable addressing the Commission rather than seeking assistance from City Hall.

Chair Jackson emphasized that the intent was not to change the process but to allow for a more streamline process. The Commission members agreed with Chair Jackson's comments.

Councilor Smith questioned what the role of the Commission would be if there was not funding available for the projects discussed or once the projects were complete. She felt the identity of the group would be lost.

Mr. Kissler indicated that they were not advocating taking away citizen input, but were basically seeking a simplified way to deal with issues making the Commission and staff's role more viable and a more streamline process for citizens.

After further discussion it was the consensus of the Commission to hold a work session during the next regular meeting to formulate an approach for the project.

d. School Crossing at Alder and Pleasant View

Public Works Director Rob Kissler noted that the area was currently under construction. He indicated that the school crossings were established by the school district and if it was felt that adjustments to the crossings were needed that the district should be contacted once the construction in the area was complete.

11. ADJOURNMENT

✓ **NEXT MEETING ~ February 28, 2002 @ 7:00 p.m.**

Chair Jackson adjourned the meeting at 8:45 p.m.

**CITY OF KEIZER
TRAFFIC SAFETY COMMISSION
WORK SESSION
MINUTES
KEIZER CITY HALL ~ Conference Room B
Thursday, February 28, 2002 at 7:00 p.m.**

1. CALL TO ORDER

Due to the lack of a quorum at 7:00 p.m. the Commission informally discussed the issues and listened to concerns from citizens along Harmony Drive.

2. ROLL CALL

The following members were present: Randy Jackson, Steve Lamb, Joseph Ortiz and Harlan Naegeli (arrived at 7:45 p.m.)

Also present: Staff Liaison Sgt. Lance Inman, Council Liaison Judy Smith and Recording Secretary Cindy Perry

Absent: Jeff Hanson, Steve Prothero and Glenn Putman

3. REVIEW/APPROVE MINUTES ~ January 24, 2002

A quorum for the meeting was obtained at 7:45 p.m. and the following motion was made after all other business was conducted:

Mr. Lamb moved for approval of the January 24, 2002 minutes as written. Mr. Ortiz seconded the motion and carried, all present voting aye.

4. BIKEWAYS REPORT (added to agenda)

Hersch Sangster with the Bikeway Committee reported that the Committee was successful in their bid to receive the Alice B. Toeclop Award. He expressed appreciation to everyone who participated in the success of the Committee.

The Commission praised Bikeways for all their hard work.

5. WORK SESSION

❖ *Review procedures for drafting Gubser neighborhood traffic plan.*

For the benefit of the citizens attending the meeting Chair Jackson supplied a brief summary of the Commission's role in the drafting of the Gubser neighborhood

traffic plan. He welcomed anyone wishing to submit ideas to speak this evening or to offer written thoughts at a later time.

Responding to questions from the audience, Chair Jackson read some of the possible ideas for the Gubser areas as suggested by the traffic engineer these included:

- *Pedestrian path on Trail Avenue north of Harmony to Manzanita*
- *"No left turn" median on Trail Avenue at Harmony Drive*
- *Close Harmony with a cul-de-sac at Trail Avenue*
- *"No left turn" median on 14th Avenue at Harmony Drive*
- *Divide curb extensions on Manzanita and Trail Avenue making Trail at Manzanita "one way" north bound and would not allow south bound traffic on Trail Avenue*
- *Divide the four-way stop at Trail Avenue and Manzanita*
- *"No right turn" from Manzanita Street to Trail Avenue*
- *Speed humps on Trail Avenue between Manzanita and Lockhaven.*
- *Install a traffic signal at Trail Avenue and Lockhaven (present location is only 850 feet from River Road and is too close to provide an interconnect system.)*
- *To provide the best interconnect system along Lockhaven Drive Trail Avenue should be aligned with Verda.*
- *"No left turn" from River Road at Manzanita.*
- *Install speed humps on Manzanita between Trail Avenue and 14th Avenue.*

Chair Jackson stressed that this was not an all-inclusive list, but only a list of ideas that the Commission would refer to and revise as the process expanded.

The citizen's attending the meeting lived along Harmony Drive and the following wished to speak.

Tony Moore, 1226 Harmony Drive, Keizer-referred to a copy of the *Traffic Practices Handbook for Local Road and Streets in Oregon*, which was published by ODOT. He addressed information from the book regarding pedestrian hazards, which included dart-outs and walking along roadways.

Mr. Moore noted that from curb to curb Harmony had the smallest width of driving pavement at 20 feet versus Manzanita and Mandarin being 35 feet of driving pavement plus 10 feet of planting space on either side of these roadways.

Mr. Moore provided pictures looking down Trail, Manzanita, Mandarin and Harmony. He noted additional differences from Harmony and the other streets including the lack of curbs, sidewalks and street lighting. He did not feel that installing speed bumps would solve the problem and also felt that due to the cost that speed bumps would not be cost efficient. He suggested closing Trail at

Manzanita with a barricade, which he felt, would be a more cost efficient way to reduce the cut-through traffic.

Other members of the audience spoke up noting they enjoyed the rural setting of the street and did not wish for the street to be widened. Pedestrian safety for their children was also a high priority for residents along Harmony.

Chair Jackson polled the residents and it seemed that the majority was not interested in the addition of street lighting, but were more concerned about the cut-through traffic.

Harlan Naegeli arrived at 7:45 p.m. and took at a seat at the table.

Resident 1295 Harmony Drive, Keizer-noted he was building new homes on either side of his residence and as part of the partition order would be required to build a sidewalk. He expressed his hope that the process of widening the street and sidewalks could take place in conjunction with his development.

Shep & Sharon Earl, Harmony, Keizer- spoke as long-time residents of Harmony Drive. They noted that traffic had increased significantly and pedestrian safety was a major concern for them.

Councilor Smith suggested that residents along Harmony attend the Gubser Neighborhood Association meetings to allow them to provide input during those meetings.

Steve Lamb felt the bottleneck for traffic was at the intersection of River and Lockhaven. He suggested that a five-light signal would assist with the bottleneck during the morning and evening hours and could be a step taken prior to other changes taking place.

Harlan Naegeli interjected that the intersection did not meet ODOT criteria for a five-head traffic signal. The group briefly discussed this and the speed limits along River Road North and Lockhaven. Mr. Naegeli went on to suggest the possibility of a "pork chop" island at each end of Harmony along with "no left turn" signs. He indicated that this would limit traffic entering the street, but would also limit the residents access depending on which direction they were coming from. The Commission and audience further discussed this option.

Larry & Peggy Thies, Harmony Drive, Keizer-expressed skepticism in the process and asserted the hope that this would be an issue which would be addressed and taken care of soon.

Chair Jackson noted the new Council members and the commitment of funds which would allow some changes to take place in this area.

Chair Jackson thanked everyone for their participation and attendance.

The Commission further discussed the process for the project and decided it would be appropriate to hold additional public forums to gain input from the residents along Manzanita, Trail and Mandarin.

Residents from Trail and Mandarin would be invited to a forum scheduled Wednesday, March 20th at 7:00 p.m. at Gubser Elementary School. Residents along Manzanita would be invited to participate in a forum on Thursday, March 21st at 7:00 p.m. at the Council Chambers in Keizer City Hall.

The Commission also agreed to meet on their regularly scheduled date of Thursday, March 28th at 7:00 p.m. to discuss the input received from the forums and organize a draft plan.

6. OTHER BUSINESS

Pedestrian Safety Grant

Sgt. Inman reported that he had applied and been awarded a grant for Pedestrian Safety. The grant included approximately 100 hours of over-time to target marked and unmarked crosswalks.

School Zone Crosswalks

Councilor Smith addressed the signage in school zones. She felt that the signage at the crosswalks was inconsistent regarding the number of feet that the signs were placed. She used the crosswalk at Verda and Alder as an example. She noted that she would be contacting ODOT to obtain the standards for school zones.

Mr. Naegeli noted that there was a variance in these standards. He indicated he would obtain a copy of these standards for Councilor Smith to review.

Cherriots

Chair Jackson reported that he had received a letter from Cherriots that he would forward to the Public Works Director noting that \$360,000 was available for capital projects, operations or planning purposes.

7. ADJOURNMENT

Chair Jackson adjourned the meeting at 9:13 p.m.

**CITY OF KEIZER
TRAFFIC SAFETY COMMISSION FORUM
MINUTES
GUBSER ELEMENTARY SCHOOL-MEDIA ROOM
Wednesday, March 20, 2002 at 7:00 p.m.**

1. CALL TO ORDER

Chair Jackson called the public forum to order at 7:02 p.m.

2. ROLL CALL

The following members were present: Randy Jackson, Harlan Naegeli, Steve Lamb, Steve Prothero and Joseph Ortiz

Also present were: Council Liaison Judy Smith

3. PUBLIC FORUM FOR RESIDENTS ALONG TRAIL AVENUE AND MANDARIN STREET

The following members of the community attended the forum:

Monica Melhorn, 5735 Trail Avenue, Keizer, Oregon
Lynne Follett, 1291 Mandarin Street, Keizer, Oregon
Teresa Amen, 5625 Trail Avenue, Keizer, Oregon
Roy Reynolds, 5625 Trail Avenue, Keizer, Oregon

Chair Jackson welcomed the audience and supplied a brief summary of the task that the Commission had been asked to undertake. He read the memo dated January 18, 2002 from the City Traffic Engineer outlining his preferences in order of the elements that he would recommend to help resolve cut through traffic. They are as listed below:

- 1) *Pedestrian path on Trail Avenue north of Harmony to Manzanita*
- 2) *No left turn median on Trail Avenue at Harmony Drive*
- 3) *Close Harmony with a Cul-de-Sac at Trail Avenue.*
- 4) *No left turn median on 14th Avenue at Harmony Drive*
- 5) *Provide Curb Extensions on Manzanita Street at Trail Avenue. This would make Trail Avenue at Manzanita Street one-way northbound and not allow southbound traffic on Trail Avenue.*
- 6) *Provide a four way stop at Trail Avenue and Manzanita Street*
- 7) *No right turn from Manzanita Street at Trail Avenue*

- 8) *Speed humps on Trail Avenue between Manzanita and Lockhaven*
- 9) *Install a traffic signal at Trail Avenue and Lockhaven*
 - a. *Present location is only 850 feet from North River Road and is too close to provide an interconnect system.*
 - b. *Ideally to provide the best interconnect system along Lockhaven Drive, Trail Avenue should be realigned with Verda Lane. This would make the spacing approximately 1600 feet, which is optimal for interconnecting traffic signals. Granted this realignment could be detrimental to the neighborhood south of Lockhaven Drive*
- 10) *No left turn from North River Road at Manzanita Street*
- 11) *Install speed bumps on Manzanita between Trail Avenue and 14th Street*

Chair Jackson noted in a meeting with Harmony Drive residents they were in favor of a "pork chop" at each end of their street that would limit the residents to right turns only off of their street. He also noted some of the Commission's suggestions, which they felt might help to alleviate cut-through traffic. One included adding a five-head traffic signal at the intersection of Lockhaven and River Road.

As the discussion advanced the following ideas were suggested:

1. Extending the sidewalk on Manzanita across Trail
2. Adding speed bumps at the mouth River Road and Manzanita and also at the mouth Trail and Lockhaven.
3. Adding a traffic circle at Trail and Manzanita
4. Eliminate right turns onto Trail from River Road and add speed bumps on Manzanita.
5. Adding traffic circles at 11th Avenue and 13th Avenue on Manzanita
6. A temporary barricade at River Road and Manzanita to allow local traffic only.
7. Placing speed bumps on Manzanita at the location of the bus stops.
8. Phase in some of the suggested changes to see which would be the most effective.

4. ADJOURN

CITY OF KEIZER
TRAFFIC SAFETY COMMISSION
MINUTES
KEIZER CITY HALL ~ Conference Room B
Thursday, March 21, 2002 at 7:00 p.m.

1. CALL TO ORDER

Chair Jackson called the public forum to order at 7:02 p.m.

2. ROLL CALL

The following members were in attendance: Randy Jackson, Harlan Naegeli, Steve Prothero and Joseph Ortiz

Absent: Jeff Hanson and Steve Lamb

Also present: Recording Secretary Cindy Perry

Citizens in attendance were:

Milton and Ella Mae Boone, 1199 Manzanita St NE, Keizer
Leslie and Mary Lou Thaler, 1220 Manzanita St NE, Keizer
Jim McBride, 1180 Manzanita St NE, Keizer
Ed Muellen, 1315 Manzanita St NE, Keizer
Gil Larson, 1340 Manzanita St NE, Keizer
Mark & Ruth Cheney, 1219 Manzanita St NE, Keizer

Chair Jackson welcomed the audience and supplied a brief summary of the task that the Commission had been asked to undertake. He read the memo dated January 18, 2002 from the City Traffic Engineer outlining his preferences in order of the elements that he would recommend to help resolve cut through traffic. They are as listed below:

- 1) *Pedestrian path on Trail Avenue north of Harmony to Manzanita*
- 2) *No left turn median on Trail Avenue at Harmony Drive*
- 3) *Close Harmony with a Cul-de-Sac at Trail Avenue.*

- 4) No left turn median on 14th Avenue at Harmony Drive
- 5) Provide Curb Extensions on Manzanita Street at Trail Avenue. This would make Trail Avenue at Manzanita Street one-way northbound and not allow southbound traffic on Trail Avenue.
- 6) Provide a four way stop at Trail Avenue and Manzanita Street
- 7) No right turn from Manzanita Street at Trail Avenue
- 8) Speed humps on Trail Avenue between Manzanita and Lockhaven
- 9) Install a traffic signal at Trail Avenue and Lockhaven
 - a. Present location is only 850 feet from North River Road and is too close to provide an interconnect system.
 - b. Ideally to provide the best interconnect system along Lockhaven Drive, Trail Avenue should be realigned with Verda Lane. This would make the spacing approximately 1600 feet, which is optimal for interconnecting traffic signals. Granted this realignment could be detrimental to the neighborhood south of Lockhaven Drive
- 10) No left turn from North River Road at Manzanita Street
- 11) Install speed bumps on Manzanita between Trail Avenue and 14th Street

Chair Jackson noted in a meeting with Harmony Drive residents they were in favor of a "pork chop" at each end of their street that would limit the residents to right turns only off of their street. He also noted some of the Commission's suggestions, which they felt might help to alleviate cut-through traffic. One included adding a five-head traffic signal at the intersection of Lockhaven and River Road.

After opening the meeting up for discussion the following suggestions were discussed:

1. Four-Way stop at Trail and Manzanita
2. Stop sign at 13th-no speed bumps
3. Keep in mind that Manzanita was used as an exit during the Miracle of Christmas Light Display. The group had no wish for this to change.
4. Phase in some of the suggestions to see what would work best.
5. Use temporary traffic circles or other temporary blockades to re-route traffic.
6. Effectiveness of Speed Trailer was noted.

Members of the audience noted that speed along Manzanita was the first concern with volume of traffic falling second.

CITY OF KEIZER
TRAFFIC SAFETY COMMISSION MINUTES
KEIZER CITY HALL ~ Conference Room B
Thursday, March 28, 2002 at 7:00 p.m.

1. CALL TO ORDER

Chair Jackson called the meeting to order at 7:02 p.m.

2. ROLL CALL

The following members were present: Randy Jackson, Harlan Naegeli, Joseph Ortiz, Steve Lamb, Steve Prothero and Glenn Putman

Absent: Jeff Hanson

Also present were: Staff Liaison Sgt. Lance Inman, Council Liaison Judy Smith
Leadership Youth Board Member Richard Bacon and Recording Secretary Cindy Perry

3. REVIEW/APPROVE MINUTES ~ February 28, 2002

Steve Prothero moved for approval of the February 28, 2002 minutes as written.
Steve Lamb seconded the motion.

The motion passed as follows:

AYES: Jackson, Lamb, Naegeli, Ortiz, Prothero and Putman (6)

NAYES: None (0)

ABSTENTIONS: None (0)

ABSENT: Hanson (1)

4. APPEARANCE OF INTERESTED CITIZENS

No interested citizens appeared before the Commission.

5. WRITTEN COMMUNICATIONS

None

6. BIKEWAYS REPORT

None

7. REPORT FROM CHAIR

Chair Jackson supplied information about the Leadership Youth Program and Richard Bacon's participation. Chair Jackson indicated that he would be unable to act as a mentor in this program next year and offered the opportunity to other members of the commission.

Chair Jackson reported that he had confirmed that funding for potential improvements regarding the Gubser Neighborhood Traffic Plan would be available July 1, 2002.

8. STAFF LIAISON REPORT

Sgt. Inman provided traffic statistics from last year and summarized them and answered questions from the commission.

9. COUNCIL LIAISON REPORT

Councilor Smith reported that the Planning Commission had made their final recommendation regarding the Keizer Station Plan and would be meeting with the City Council on April 8th to discuss their recommendation.

Councilor Smith abbreviated the dilemma that COG (Council of Governments) was facing because ODOT was refusing to release funds.

10. GENERAL BUSINESS

Chair Jackson summarized the forums with the residents along Manzanita, Trail Avenue and Mandarin. He indicated the next step would be to formulate a plan and submit the draft plan to the Traffic Engineer. Once the Traffic Engineer had reviewed the plan it would be mailed to stakeholders and a public hearing process would take place. The City Council would review a final draft of the plan for adoption.

Chair Jackson outlined recommendations from the Mandarin/Trail residents which included:

- Extended curb on River Road at Manzanita to prevent left turns.

(Chair Jackson noted that this option would have a large impact on the school bus traffic traveling to Gubser Elementary School)

- Make Trail Avenue and Manzanita a four-way stop.
- Add speed humps to Trail Avenue, two speed bumps near Lockhaven and two near Manzanita.
- Consider speed humps or traffic circles on Manzanita.
- Limit right turns from Manzanita onto Trail Avenue.
- Consider speed humps on Manzanita at city bus stops
- Phase-in changes and add or modify as needed.
- Speed is the greatest issue along Trail Avenue.
- Close Trail Avenue at Manzanita with cul-de-sac
- Create a jug handle on Manzanita at city owned property to slow traffic.

Manzanita Forum resident recommendations:

- Four-way stop at 13th and Manzanita
- Volume is split between cut-through and local traffic *(It was felt that additional data would be needed to determine the main cause)*
- Residents reminded the commission that their street serves as the exit for the Miracle of Christmas lighting display and they did not wish for this to change.
- Traffic circles at 11th and 13th Streets.
- Noted effectiveness of speed trailer.

The Commission reviewed the suggestions of the residents and considered if using temporary barriers might help to change the driving habits of citizens using Gubser as a cut-through.

Mr. Lamb suggested a package that included improving the signal lights at Lockhaven, review closing Trail, or preventative measures, such as the pork chops at each end of Harmony or impeding right turns off Manzanita onto Trail.

Chair Jackson proposed doing the project a piece at a time and reviewing the effectiveness of each piece before adding another aspect of the plan. He urged the Commission to list their thoughts, which would be submitted to the Traffic Engineer as part of the draft plan to allow him to critique and provide input to the suggested remedies.

Mr. Naegeli agreed with Mr. Lamb that a blanketed project would be the best alternative when initiating a strategy.

Councilor Smith voiced her opinion that the first recommendation should be temporary structures and the second recommendation permanent structures.

Mr. Prothero conceded that a temporary package with signage would be the most cost efficient and enable a review during the process.

The use of temporary signage versus permanent signage was discussed. Also the closure of Trail Avenue was analyzed and how it might effect the businesses along Trail Avenue and the possible impact it could have to emergency vehicles.

The Commission stressed improvements of the signalizing at River Road and Lockhaven. It was felt by adding a signaled pedestrian crossing at Lockhaven and River would enable the elimination of the stop sign for right turns onto River Road from Lockhaven that would make the flow of traffic onto River Road smoother.

Chair Jackson recounted the suggestions of the commission and the citizens. He indicated he would draft a plan that he would submit to the commission for review. He summarized the remainder of the process.

ACTS Oregon Grant

Chair Jackson reminded the commission that it was time to consider this process as the deadline for the grant was in June. He suggested that they seek funds for an additional radar reader trailer and offered to hear other options from the group.

School Signage

Councilor Smith re-addressed the issue of school signage. She noted that she had forwarded the issue to management for review.

11. ADJOURN

Chair Jackson adjourned the meeting at 8:56 p.m.

➤ *Next Meeting-April 25, 2002*

CITY OF KEIZER
TRAFFIC SAFETY COMMISSION MINUTES
KEIZER CITY HALL ~ Council Chambers
Thursday, May 23, 2002 at 7:00 p.m.

1. CALL TO ORDER

Chair Jackson called the meeting to order at 7:10 p.m.

2. ROLL CALL

The following members were present: Randy Jackson and Joseph Ortiz

Absent: Harlan Naegeli, Glenn Putman, Steve Lamb and Steve Prothero

Also present were: Staff Liaison Sgt. Lance Inman and Acting Recording Secretary Cathy Meeks

3. PUBLIC HEARING

- Gubser Neighborhood Traffic Management Plan

Chair Jackson welcomed everyone for their attendance and opened the public hearing. He indicated that a quorum was not present, but public testimony would be received.

Public Testimony

Ivan Imig, 998 Hawthorne Ave NE, Salem Keizer Public School District Transportation Department-indicated no major objections to the plan, although noted if main streets, such as Manzanita were restricted or closed that the District would be in opposition to this.

Gil Larson, 1340 Manzanita Avenue NE, Keizer- declined to comment.

Ed Mueller, 1315 Manzanita Avenue NE, Keizer- declined to comment.

Ray Thies, 1292 Mandarin St NE, Keizer- spoke in support of a cul-de-sac at the end of Trail Avenue at Manzanita.

Karen Trucke, 6330 14th Ave NE, Keizer- supplied data, which she had accumulated regarding traffic in the Gubser neighborhood over the past seven years. She urged the Commission to review this data and to close Manzanita at River Road with a turn around access at the service station. She also suggested a no right turn off of McLeod onto Meadowlark. Ms. Trucke urged that the entire Gubser area be reviewed before enacting a plan that might effect the neighborhood adversely.

At the request of the Commission Mrs. Trucke indicated she would be happy to provide a summary of her data to the Commission.

Wayne Trucke, 6330 14th Avenue NE, Keizer- expressed his wish to be notified of future meeting regarding this plan. He also reiterated his wife's concerns and suggestions.

Eloise Chocalas, 1196 Harmony Drive, Keizer- expressed her uneasiness with some portions of the plan, such as making Harmony a cul-de-sac or lowering the speed limit on Harmony. She urged the consideration of the use of speed bumps along Manzanita, which would still allow emergency vehicles access to this area.

Mark Jones, 1156 Manzanita Way NE, Keizer- expressed concern with the excessive speeders in the area and applauded the work being done by the Commission. Mr. Jones also expressed empathy for those living along Trail and Harmony Avenue because of the exorbitant speeds and traffic. He felt the use of stops signs at 11th and 13th Avenues would be beneficial and a less expensive solution than traffic islands. Mr. Jones also suggested that the timing of the left turn signal for north bound traffic on River Road onto Manzanita be reduced.

Glen Hadley, Salem Area Transit, 555 Court Street, Salem (Cherriots)-spoke in opposition to the suggested traffic islands because of the difficulties is caused the buses to maneuver around these barriers. Mr. Hadley requested that the Commission take this information into consideration.

Alan Bennett, 1226 Manzanita Way NE, Keizer-expressed concern with some of the options that he felt would "barricade" him in his neighborhood. He agreed with comments from Cherriots and the Salem Keizer School District. Mr. Bennett also agreed with the use of stop signs at 11th and 13th Avenue.

Tony Moore, 1226 Harmony Drive NE, Keizer- expressed concerns regarding the safety of his children when walking or riding their bicycles to and from school. He urged the Commission to take into consideration his previous comments made at previous Traffic Safety Commission meetings regarding this issue.

Anne O'Rourke, 1266 Harmony Drive NE, Keizer- spoke in favor of closing Trail Avenue at Manzanita. Ms. O'Rourke suggested the possibility of a removable barrier, which would allow access to Trail if needed. She was also in agreement with the placement of stop signs at 11th and 13th Avenues and recommended restricting left hand turns at certain times of the day from River Road onto Manzanita.

Rick and Sandra Weddle, 1295 Harmony Drive NE, Keizer- declined to comment.

Hank and Evonne Kimball, 6326 13th Avenue NE, Keizer- declined to comment.

Judy Smith, 1211 Mandarin St NE, Keizer- expressed concern about stop signs because she felt this would cause additional enforcement issues. She encouraged the use of roundabouts and supplied some information about them. Mrs. Smith shared some of her research regarding the possible closing of Trail Avenue. She urged that the Commission not inconvenience the neighbors by placing pork-chops that would limit access to the neighbors in the area.

Jeff Brodniak, 1192 Mandarin, Keizer- expressed concern regarding the increased traffic and speed that he had noticed in the area. Mr. Brodniak stressed the need to maintain the quality of life for the neighborhood and urged the Commission to take this into consideration. He spoke in support of blocking off Trail at Manzanita.

Kari Roberts, 1355 Harmony Drive, Keizer- declined to comment.

Bob Newton, 6064 12th Avenue NE, Keizer- spoke in favor of extending the turning signal turning east onto Lockhaven off of River Road. Mr. Newton felt it would be important to seek alternate ideas rather than closing off streets, but noted the neighborhood may need to sacrifice convenience for safety.

William Hart, 1232 Mandarin- expressed his support of blocking Trail at Manzanita with a removable barrier. Mr. Boone also expressed his support of making changes to the traffic signals at River and Lockhaven Roads.

Teresa Amos, 5625 Trail Avenue NE, Keizer- noted in the twelve years that she had lived along Trail Avenue that she had noted emergency vehicles using this route only one time. She felt the closure of Trail should be permanent and not a removable barricade.

Milton Boone, 1199 Manzanita Way NE, Keizer- expressed his support of making changes to the turn signals and the installation of stop signs at 11th and 13th Avenues.

Elaina Fast, 1117 Manzanita Way, Keizer- spoke in opposition to the use of pork-chops and felt the use of stop signs would be the most appropriate change to the area at this time.

Mark Jones, 1156 Manzanita Way NE, Keizer- re-addressed the Commission suggesting a three-way stop at Mandarin and 14th Avenue. He also suggested that signage be added to 14th Avenue indicating that the area was in a school zone.

Martin Doerfler, 4140 Rivercrest Drive North, Keizer- spoke as a representative of the Bikeways Committee. He requested that if Trail were closed that the ability for pedestrian and bicycle traffic access still be available. Mr. Doerfler felt the use of speed bumps would be the most effective alternative.

With no one else wishing to testify Chair Jackson closed the public hearing noting that written comments could be submitted to Keizer City Hall, to the attention of the Commission, until June 7, 2002 at 5:00 p.m.

4. ADJOURNMENT

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

➤ NEXT MEETING ~ June 27, 2002 @ 7:00 p.m.

June 3, 2002

I read with dismay the "Turf Battle" article in the Friday, May 31st Keizertimes and decided that I needed to respond to Keizer's ever increasing traffic problems.

I'm sure everyone will now agree that this problem has come to pass because of a small City's desire to grow but *lack of planning for the ensuing traffic problems*. With very little choice for East-West or North-South flow of morning cars it is only natural for people to try to locate other avenues.

"According to the Gubser plan, ... traffic volume has grown to more than 4,200 vehicle trips per day" was noted in one column. It goes on to say that 1,000 homes are hanging off the Gubser area. Seems to me that if each of the 1,000 homes has two cars (national average), that would account in itself for the 4,200 stated. How would closing streets or blocking useable roads help that traffic flow?

If you plan to funnel those who currently flow through Gubser onto Lockhaven (which already is a nightmare) what impact will that have on the school. Or forcing everyone to traverse on River Road which is already almost impossible to get onto during the morning hours from our side street. Please don't put a light at Lockhaven that turns two lanes eastbound, to only have them merge!!!

Sure in a perfect world I would like to stop people from cutting through my street from Wheatland Road to River Road in the mornings but not to cut my own throat.

I think in reality you **need a non-biased traffic study** in Keizer, paying particular attention to the Gubser/Wheatland areas. Next, I strongly urge a **Park and Ride** to accommodate the congestion. Our only current mass transit is to park at Fred Meyers and take a city bus. That doesn't meet my needs!! What about more access to the freeway or a Bridge to West Salem. How about choosing a plan that helps eliminate the problem instead of transferring it to another location!!

Please take careful thought to **changing any traffic patterns** that would isolate neighborhoods and create additional stress for the already "overloaded" traveling workers who live in Keizer.

Terri Hamilton

503-390-1606





KEIZER FIRE DISTRICT

TO: Traffic Safety Commission, City of Keizer

FROM: Joel Stein, Fire Marshal

DATE: June 3, 2002

SUBJECT: Draft Gubser NTMP – Comments

Included are the Keizer Fire District's comments concerning the April 9, 2002 Draft Gubser Neighborhood Traffic Management Plan.

First, the Keizer Fire District understands and empathizes with the concerns of the Gubser neighborhood and residents in this area. The Fire District wants to express our desire to work with them and the City of Keizer to achieve a solution that addresses these concerns and meets the emergency response needs of the Fire District. As the areas ambulance service provider, we must meet specific response time requirements under State and County regulations. We encourage open communications and that careful consideration be given to any proposals that could negatively impact our ability meet these requirements or provide emergency services to the citizens in this area.

At this time, we would like to specifically address the following plan components:

Phase 1: Any changes or realignment of this intersection must continue to support an Opticom traffic control unit to allow for unobstructed emergency vehicle travel through this intersection from any direction.

Phase 2: No comment.

Phase 3: Manzanita Street serves as one of only two primary access routes for emergency vehicles to the Gubser neighborhood west of McLeod Lane. The Keizer Fire District would recommend the installations of stop signs on Manzanita Street at 11th and 13th Avenues over construction of the proposed traffic circles (or speed humps). Traffic circles and speed humps not only slow commuter traffic, they also significantly slow emergency vehicle response. This can negatively impact the Fire District's ability to meet response time requirements and the emergency medical care to the Gubser neighborhood.

In the event of a cardiac arrest, the chance of survival decreases 10% with every minute of delay to emergency care, not to mention the possibility of worsening a cervical spine injury or other injury while attempting to maneuver around circles or over humps in the roadway. Fire damage and property loss increases and the

possibility of a successful rescue decreases with every additional minute of delay as well. Seconds really do count! Please make sure that if either the traffic circle or speed hump options are considered, that all of the area residents and City Council are made aware of these facts prior to making such a decision. We would also request the opportunity to work closely with City officials during the design phase of any such construction projects.

Phase 4: The Keizer Fire District is not opposed to the proposed closing of Trail Avenue so long as it is done in such a way that allows for emergency vehicle access if needed. It is important that emergency vehicle access to Trail Avenue from Manzanita Street be maintained. Our principle concern is fire hydrant locations on Trail Avenue that would supply needed fire flow (water) for Long Lumber. Closing Trail Avenue without maintaining emergency vehicle access would reduce available fire flow and should not be considered as an option.

Maintaining emergency vehicle access to Trail Avenue from Manzanita Street could be accomplished through the use of a manually locked or remotely controlled gate or by providing curbing, capable of being crossed by emergency vehicles during an incident. We again would like to actively work with City officials on the specific method used to close Trail Avenue.

Phase 5: No comment.

Phase 6: Our recommendation of stop signs over traffic circles or speed humps due to their negative impact to emergency services would apply to Marigold Street as well.

We would be opposed to the construction of a median on River Road at Manzanita Street. Such a barrier would increase the likelihood of accidents and limit access options to the neighborhood by emergency vehicles.

We ask that you remain cognizant of the fact that while we only have one fire station in Keizer, we also work closely with Marion County Fire District #1 and their crews at the Clearlake fire station. Not all of our emergency response routes are based on a response from our fire station. We often times are already out and may be required to respond into an area from any direction.

We would also like to emphasize our willingness and desire to work closely with you, City staff and the neighborhood to reach a desired outcome that works for all parties involved. Should the draft plan change significantly or incorporate ideas and/or concepts not previously discussed, we would request an opportunity to review them and provide comment.

Should you have any questions, please feel free to contact either the Fire District's Traffic Safety Commission representative Division Chief Randy Jackson or myself.

TO: Keizer Traffic Safety Commission
DATE: 06/06/02
FROM: Karen and Wayne Trucke
RE: Gubser Neighborhood Traffic Management Plan

The Gubser Neighborhood Association area has grown to 1000 plus homes without any additional road additions to exit the neighborhood. A large residential area East of Mcleod has no exit directly out of the neighborhood thus causing inter-neighborhood cut-through traffic. Additionally, the following City changes have added to the increased impact of external cut-through traffic:

- Huge ongoing build-out of the neighborhoods East and N.E. of the original neighborhood.
- The main route from Keizer to the East was moved from Chemawa to Lockhaven. This provided one route, Lockhaven, for the whole city to get to/from the Freeway, N. Salem/Lancaster, The Parkway and soon the Keizer Station.
- Huge build out of neighborhoods North of Gubser off of River Road
- Build out of McNary Estates
- Manzanita, already heavily laden with inter-Gubser-neighborhood traffic was aligned with McNary with a traffic light and left turn lanes for McNary traffic and traffic from N. River Road.

Manzanita is the **only** road from the Gubser area that connects to River Road. Manzanita is overloaded with just inter-neighborhood cut-through traffic from the entire extended Gubser Neighborhood Area. A Manzanita resident reported to the Gubser Neighborhood Association approximately 3 years ago that the City promised to close Manzanita when the neighborhood was being extended North. Meadowlark is also greatly impacted from this traffic as it is the first street-of-choice to get from Manzanita to Mcleod for both inter-neighborhood and external cut-through traffic. Meadowlark had 200 plus cars in 1 hour on this local residential street in a count done 2 years ago. At times the traffic on Meadowlark is now approaching that on 14th avenue.

The basic road infrastructure (see Attachment 1), especially Manzanita, cannot safely handle this extended neighborhood (see Attachment 2) cut-through traffic let alone the external cut-through traffic. External traffic through the neighborhood via Manzanita onto local streets has been increasing since counts were done 2 years ago. The burden on Manzanita and Meadowlark has been a great burden to safety and livability for these local streets.

We have always championed the fact that Harmony is over burdened with external cut-through traffic. However, if traffic is blocked access via Harmony by closing just Trail Avenue, the traffic will shift to Manzanita. This will occur even if stop signs or roundabouts are placed on Manzanita as evidenced by the external cut-through traffic that is already occurring. The desire to circumvent River Road and Lockhaven perceived distances and multiple traffic lights is just too great.

The only solution is to close Manzanita at River Road. This would block traffic from Harmony as well as other alternate cut-through routes from trail to 14th, and block the shifting of traffic to Manzanita and other local streets, especially Meadowlark.

Because the combined streets of 14th Avenue, Rock Ledge Dr., and Mcleod create a loop, all points in the total Gubser Area can be reached without the use of Manzanita. School and City Buses can reach all areas via this same loop and give more complete service besides. The City buses are, in effect, currently cutting through just like all of the other external traffic.

Regarding emergency vehicles from the station on Chemawa, the route via Chemawa to Mcleod is the shortest route to the neighborhood anyway and less traffic tie-ups. Additionally, with the threat of the Keizer Station traffic into the neighborhood, it may be difficult for an emergency vehicle to reach many of our neighborhood residences in a timely manner due to traffic blockage if Manzanita is not closed.

Closing Manzanita at River Road may be a possible solution to the impact of the Keizer Station (formerly Chemawa Activity Center, CAC) on the Gubser Neighborhood area. It may remove the threat of our

neighborhood becoming a highway between River Road and Tepper Lane. Although, it would not resolve all of the issues associated with an increase of traffic into the neighborhood from the Keizer Station, it would reduce the possibility of impacting the entire neighborhood by the whole City of Keizer.

Although we feel that closing Manzanita at River Road is the best solution, at the least, we hope that if the Traffic Safety Commission does not select this option, they you will only select an option that does not inhibit traffic flow (closing Trail) to a greater degree then what is applied to Manzanita. That is if Manzanita is to be treated with a Round-about, then Harmony, et al, are also treated with a Round-about. We also believe that anything short of closing Manzanita at River Road will still require closing Tepper Lane between the neighborhood and the Keizer Station.

Enclosures: Report to Keizer Planning Commission 4/26/00
Report to Keizer City Council 7/10/00
Report to Gubser Neighborhood Association 7/17/01

Attachments: Attachment 1 -Basic Local Street Infrastructure
Attachment 2 - Residential build-out on top of basic street infrastructure

TO: Keizer City Council
DATE: 07/10/00
FROM: Karen and Wayne Trucke
RE: Chemawa Activity Center Plan

I had the opportunity to ask two professionals in the design/planning field if they believed traffic should be routed into a neighborhood for the sake of their developments. Both said **no**. Additionally, I read a series of articles about why cities should not fund any costs to attract development. What was an interesting surprise was the concluding sentence in the last article which said, besides, the most important part of any city is its neighborhoods, not development.

The City of Keizer Comprehensive Plan dated January 19, 1987 includes the following policies:

Page 36

Discourage through traffic in residential neighborhoods.

16. Protect residential areas by zone codes, subdivision codes, and other regulations from any land use activity involving an excessive level of noise, pollution, **traffic volume**, nuisances, and **hazards to residents**.

Page 42

4. Discourage in commercial and industrial developments:
 - (a) Major customer **traffic** from outside the immediate neighborhoods from filtering through nearby residential streets

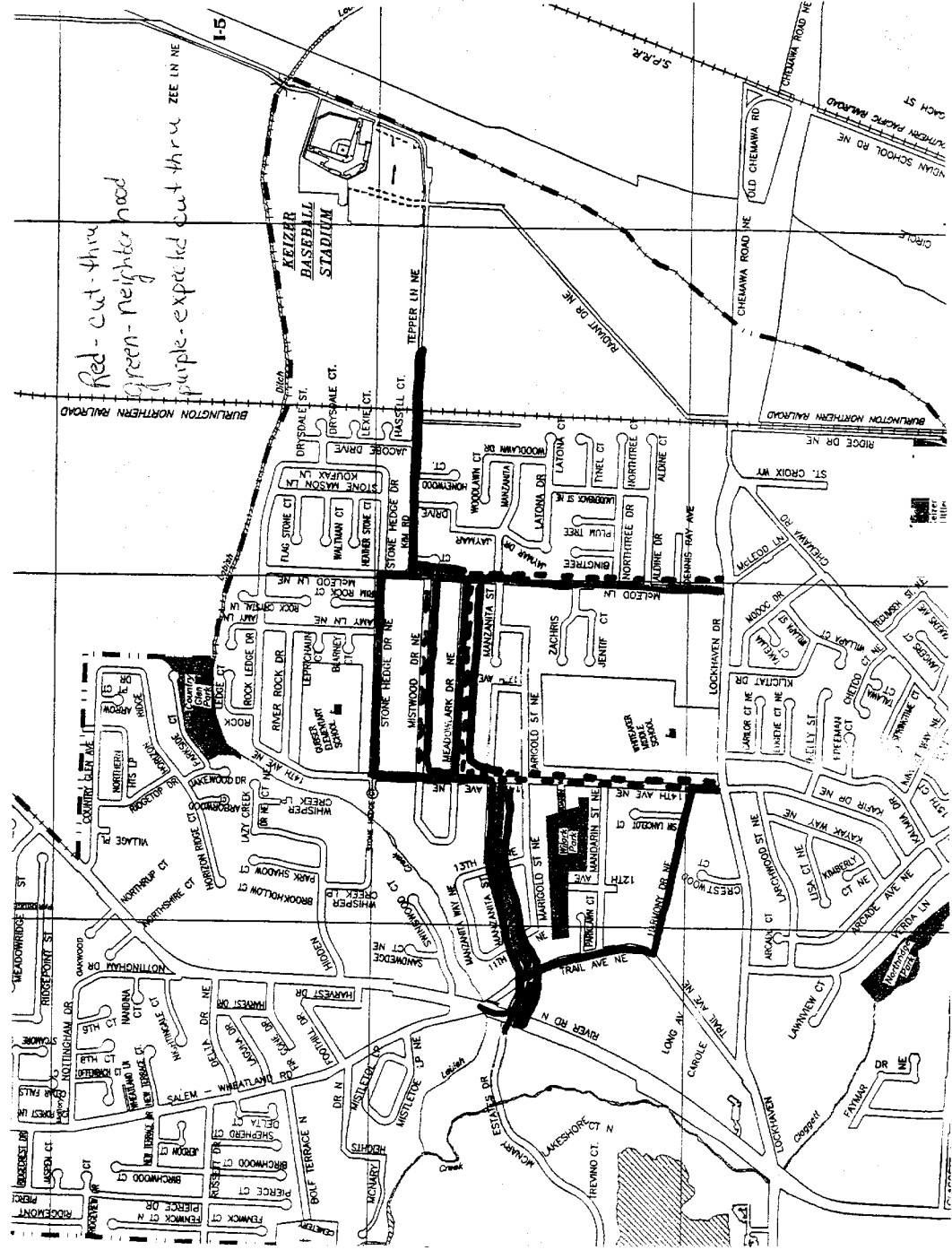
Page 57

4. Ensure..... **Require that existing and planned residential areas be protected from excessive noise levels resulting from an increase in traffic.**

Regarding the issue, "Protecting the residential property to the west of Area A from the traffic impacts", the only way to discourage traffic from filtering through the Gubser Neighborhood is to restrict Tepper Lane near the BNRR from all vehicular and truck traffic.

The current plan states that "Near the intersection of the BNRR, the street shall be designed so as to form a visual barrier that may serve to discourage traffic from infiltrating through the neighborhood to the west". When it was reported in at least two council meetings that Engineers (in reference to any traffic congestion on Lockhaven) stated that, "the traffic will find another way to go"; it is common sense that the Gubser Neighborhood is the only other way to go. It is also common sense that a visual barrier (described as a brick entrance) would not discourage traffic in any way. If, the brick entrance, certainly does not discourage cut through traffic today at the West entrance to the neighborhood. Regarding new information from Staff at the Planning Commission meeting, "discouragement of any north/south streets connecting to Tepper Lane other than an arterial; or a policy statement that would discourage curb cuts along Tepper Lane", it seems that would make Tepper Lane a virtual 'Beltline/Parkway' and not only not discourage traffic but would increase the speed of the traffic entering the neighborhood. We would like to remind you that the last decision of the Planning Commission and Public Works was that Tepper should probably be closed in the future.

Red-cut-thru
green-neighborhood
purple-expected cut thru



Because of the position of Gubser in relation to the CAC, traffic can not be "discouraged" if a road into the neighborhood directs it there. This includes Tepper and any road from Area B (see Page 13 of the CAC plan, "access to McLeod from Area B may be restricted to a right-out") which would force the traffic into the neighborhood with no exit except continuing on through the neighborhood).

Therefore, we request that the Chemawa Activity Center Plan be changed to read, "Near the intersection of the BNR, the street shall be designed so as to **restrict** vehicular and truck traffic from infiltrating through the neighborhood to the west.

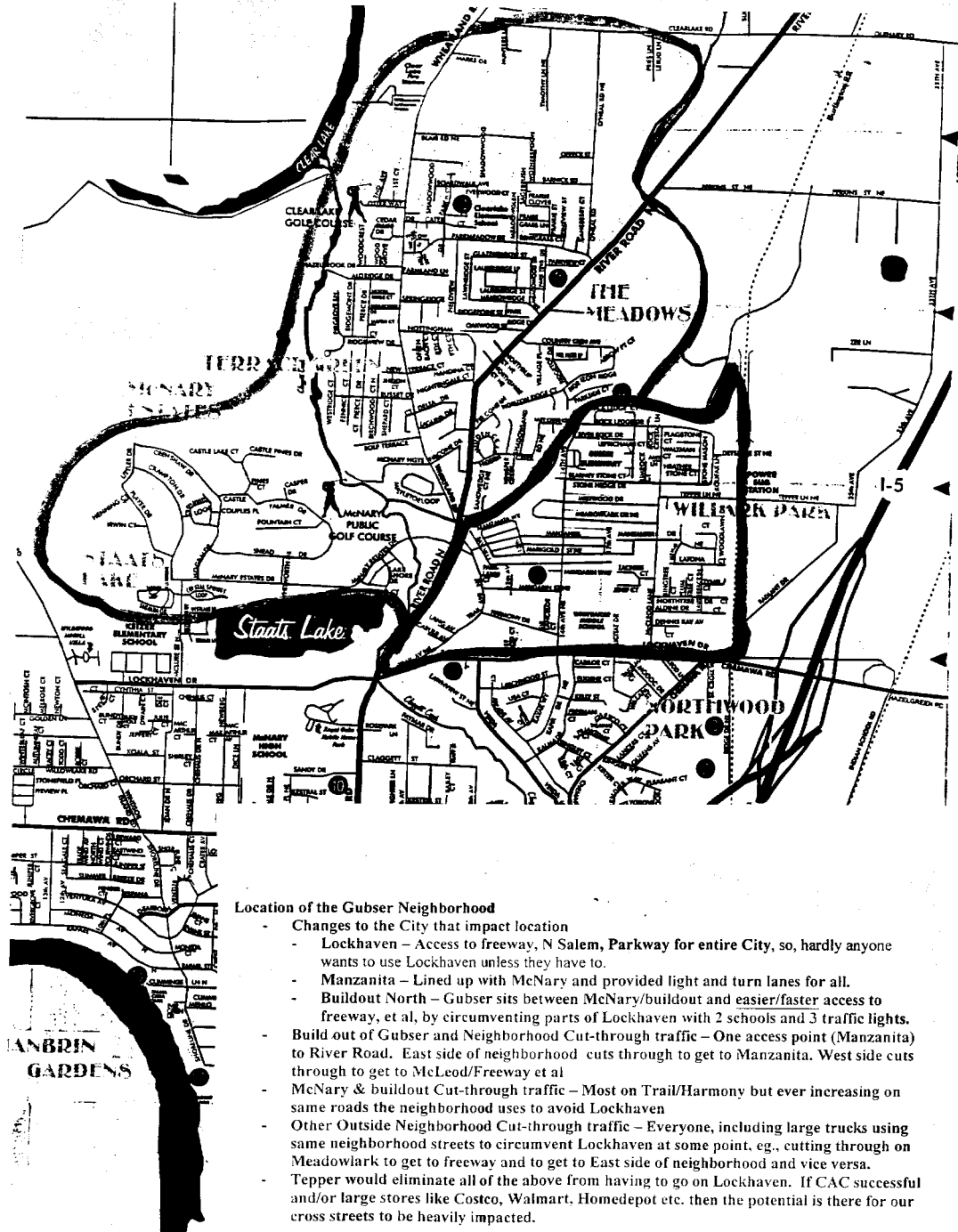
The Gubser Neighborhood is located directly between River Road and Area A of the CAC. Traffic to/from locations North of Lockhaven already use the neighborhood to circumvent parts of Lockhaven to get to/from I5, the Salem/Keizer Parkway, and Portland Rd/Lancaster. The CAC is a fourth location that would cause traffic to cut through the neighborhood and would have even a greater impact because it lies directly East of the neighborhood.

Currently most of this cut-through traffic uses the Manzanita/Trail/Harmony Drive route to/from Lockhaven. As a matter of fact, a count that I did 3 years ago showed that well over 50% of the traffic turning right from Lockhaven to 14th was cut-through traffic (i.e. turned left onto Harmony). Routes increasing in the amount of cut-through traffic include (but are not limited to): 1) Manzanita to 14th to/from Lockhaven, and 2) Manzanita to 14th to Meadowlark to McLeod to/from Lockhaven.

Since the Gubser Neighborhood is directly West of Area A of the CAC, there would be no reason for traffic to even have to go on Lockhaven. Thus there is a high probability that traffic from anywhere in Keizer would use the neighborhood to cut through to the CAC if Tepper is left open (see attached map). Therefore, in response to the Councils request for review of "Protecting the residential property to the west of Area A from the traffic impacts", it is imperative that Tepper Lane be closed **at the time of development** of the CAC. Additional CAC designs involving the McLeod extension invite S.E Keizer to continue into the Gubser neighborhood via McLeod to get to the CAC via Tepper Lane.

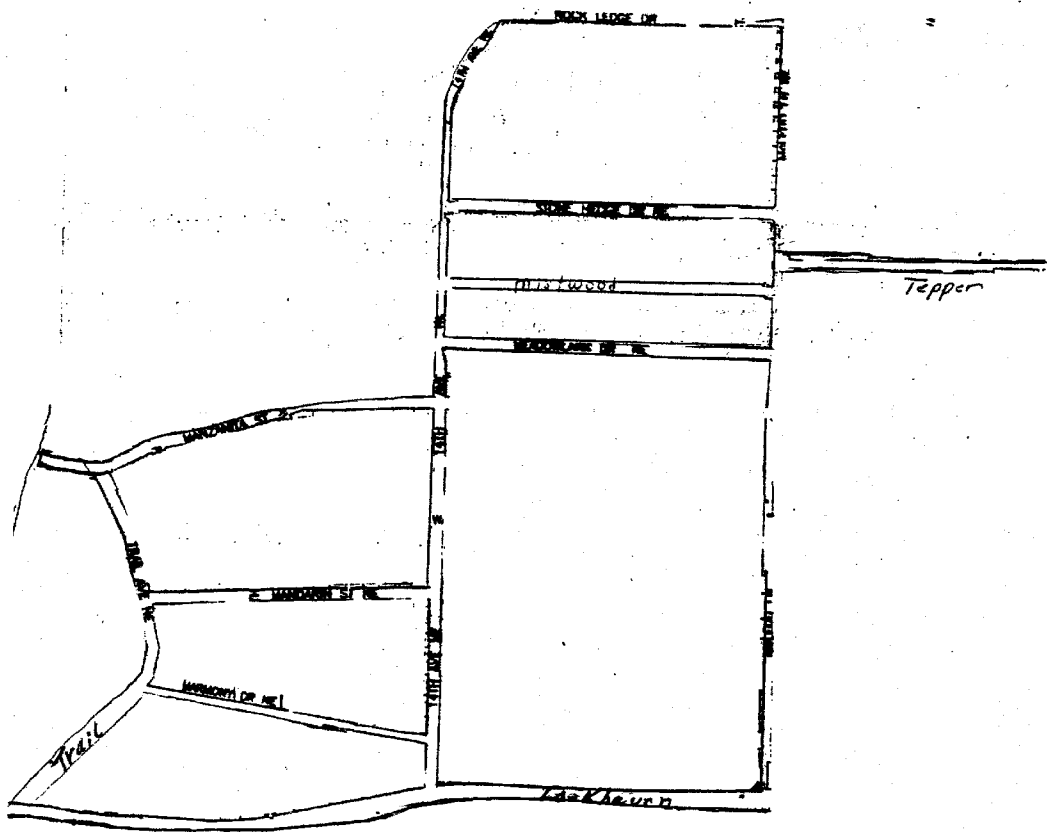
Gubser is a neighborhood of over 1000 homes that also heavily use these 2 outlets, McLeod to Lockhaven and Manzanita to River Road. These 2 routes are already over their limit just with the neighborhood load. Additionally, development is still occurring off of McLeod.

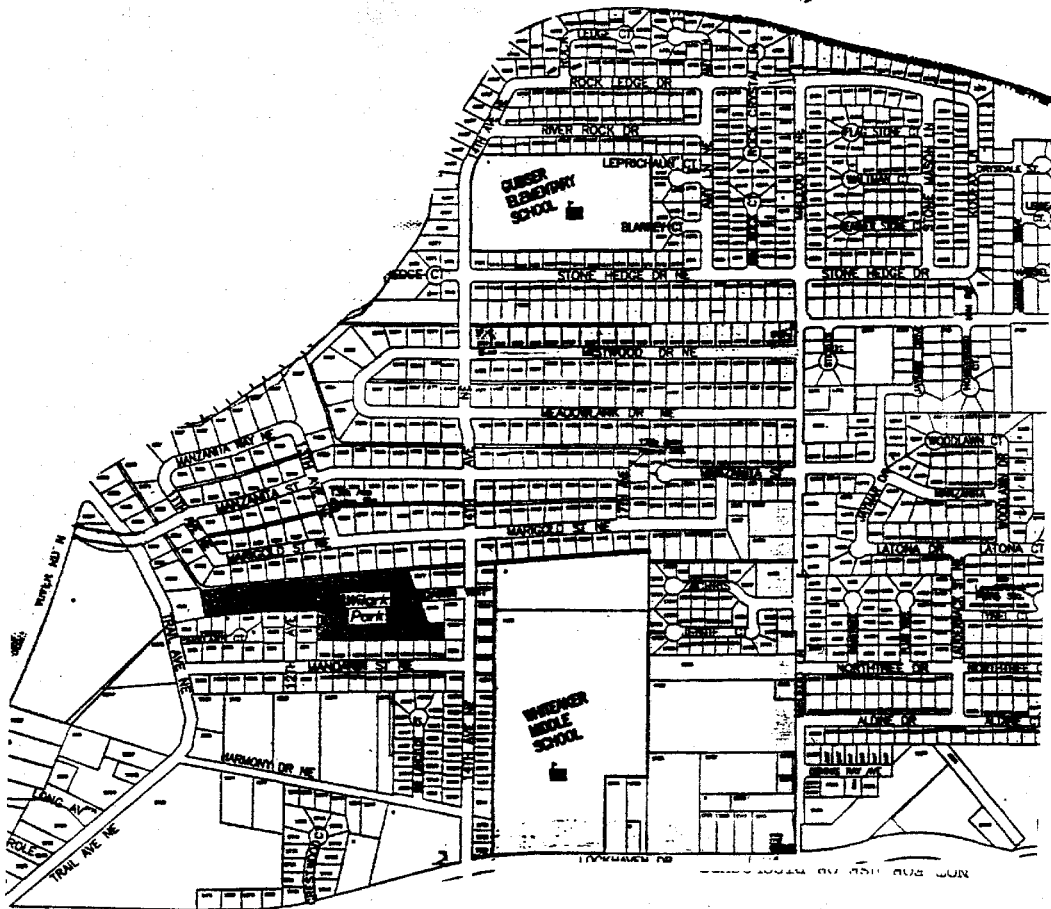
The neighborhood has traffic problems associated with its design and own traffic load let alone cut-through traffic. The neighborhood is basically just a big loop consisting of 14th Ave, Rock Ledge Dr, and McLeod. Additionally, there is only one street, Manzanita, that exits to River Road. Within the loop only 3 streets go straight through between 14th and McLeod. Thus 3 streets are all that provide the neighborhood access to Manzanita and River Road. Additionally, the street design is long (equates to multiple city blocks) and straight resulting in speeding. This is a dangerous situation with children walking to and



Location of the Gubser Neighborhood

- Changes to the City that impact location
- Lockhaven – Access to freeway, N Salem, Parkway for entire City, so, hardly anyone wants to use Lockhaven unless they have to.
- Manzanita – Lined up with McNary and provided light and turn lanes for all.
- Buildout North – Gubser sits between McNary/buildout and easier/faster access to freeway, et al, by circumventing parts of Lockhaven with 2 schools and 3 traffic lights.
- Build out of Gubser and Neighborhood Cut-through traffic – One access point (Manzanita) to River Road. East side of neighborhood cuts through to get to Manzanita. West side cuts through to get to McLeod/Freeway et al
- McNary & buildout Cut-through traffic – Most on Trail/Harmony but ever increasing on same roads the neighborhood uses to avoid Lockhaven
- Other Outside Neighborhood Cut-through traffic – Everyone, including large trucks using same neighborhood streets to circumvent Lockhaven at some point, eg., cutting through on Meadowlark to get to freeway and to get to East side of neighborhood and vice versa.
- Tepper would eliminate all of the above from having to go on Lockhaven. If CAC successful and/or large stores like Costco, Walmart, Home Depot etc. then the potential is there for our cross streets to be heavily impacted.





from all areas of the neighborhood and heavy car traffic from outside the neighborhood to the Gubser Elementary School using the same few routes. Traffic counts done by residents on Manzanita averaged over 2000 cars a day. My own traffic counts on 14th Ave North of Manzanita confirmed this with 211 cars in 1 hour between 5:45 and 6:45 PM and a car every 5 seconds during the day. The above count was done when school was **not** in session. The traffic is backed up in the morning and evening when school is in session and the traffic throughout the day is increased. We do not have a traffic count for McLeod but visually, the traffic is even greater than 14th.

Due to the design and location of the Gubser neighborhood; the livability, property values, and, most important, the safety of our children is at grave risk unless Tepper Lane is closed

Due to the location of the Gubser neighborhood, we probably cannot stop cut through traffic totally. With the current and increasing volume of cut through traffic and the street design of the neighborhood already stressed with our own high volume neighborhood traffic, we hope the Council sees that dumping a 100 acre development's traffic into this neighborhood would greatly impact the livability and safety of the neighborhood.

The Gubser Neighborhood will work with the City to determine creative solutions to any issues resulting from the closure of Tepper.

TO: Keizer Planning Commission
DATE: 04/26/00
FROM: Karen and Wayne Trucke
RE: Chemawa Activity Center Plan

The Gubser Neighborhood is located directly between River Road and Area A of the CAC. Traffic to/from locations North of Lockhaven already use the neighborhood to circumvent parts of Lockhaven to get to/from I5, the Salem/Keizer Parkway, and Portland Rd/Lancaster. The CAC is a fourth location that would cause traffic to cut through the neighborhood and would have even a greater impact because it lies directly East of the neighborhood

Currently most of this cut-through traffic uses the Manzanita/Trail/Harmony Drive route to/from Lockhaven. As a matter of fact, a count that I did 3 years ago showed that well over 50% of the traffic turning right from Lockhaven to 14th was cut-through traffic (i.e. turned left onto Harmony). Routes increasing in the amount of cut-through traffic include (but are not limited to): 1) Manzanita to 14th to/from Lockhaven, and 2) Manzanita to 14th to Meadowlark to Mcleod to/from Lockhaven. Our entire neighbor is blocked in a closed loop and will thus be vying for the same routes through the neighborhood as cut-through traffic. Additionally, 100 plus homes on local residential streets especially Manzanita and Meadowlark are directly impacted by impractical high traffic volumes.

Since the Gubser Neighborhood is directly West of Area A/the CAC, there would be no reason for traffic to even have to go on Lockhaven. Thus there is a high probability that traffic from anywhere in Keizer would use the neighborhood to cut through to the CAC if Tepper is left open (see attached map). Therefore, in response to the Councils request for review of "Protecting the residential property to the west of Area A from the traffic impacts", it is imperative that Tepper Lane be closed at the time of development of the CAC.

Gubser is a neighborhood of over 1000 homes creating over 3000 car trips that also use the 2 main outlets, Mcleod to Lockhaven and Manzanita to River Road. These 2 routes may already be at their limit just with the neighborhood load. Additionally, development is still occurring off of Mcleod.

The neighborhood has traffic problems associated with its design and own traffic load let alone cut-through traffic. Only 3 streets go through between 14th and Mcleod and the street design is long (equate to multiple blocks) and straight. This is a dangerous situation with children walking to and from all areas of the neighborhood and heavy car traffic from outside the neighborhood to the Gubser Elementary School using the same few routes.

Due to the design and location of the Gubser neighborhood; the livability, property values, and, most important, the safety of our children is at grave risk unless Tepper Lane is closed

The City of Keizer Comprehensive Plan dated January 19, 1987 supports this request. Page 36, includes the following policies:

13. Discourage through traffic in residential neighborhoods.

16. Protect residential areas by zone codes, subdivision codes, and other regulations from any land use activity involving an excessive level of noise, pollution, traffic volume, nuisances, and **hazards to residents.**

Page 42 includes the following policy:

4. Discourage in commercial and industrial developments:

(a) Major customer traffic from outside the immediate neighborhoods from filtering through nearby residential streets

(b) Deliveries or loud outside activities adjacent to residential streets or areas.

Page 57 includes the following policy:

4. Ensure.....Require that existing and planned residential areas be protected from excessive noise levels resulting from an increase in traffic.

There is no way to inhibit or filter traffic from the residential streets in the Gubser Neighborhood if Tepper is not closed because of the location of the Neighborhood in relation to the CAC. It is imperative to protect this neighborhood by closing Tepper Lane between the neighborhood and the CAC at the time of development.

The Gubser Neighborhood will work with the City to determine creative solutions to any issues resulting from the closure of Tepper.

Policies

The Gubser Neighborhood Association (GNA) bylaw's Article III PURPOSE states, "The Association will be advisory to the City Council, Planning Commission, and all other organizational bodies as requested or required, on matters affecting the growth, development, and **all other factors affecting the livability** of the area within the boundaries of the Association. Such advisory communication is not limited to neighborhood plans and proposals with respect to land use, **transportation and traffic and other factors affecting the social, and economic welfare of the members of the Association.**"

- The City of Keizer Comprehensive Plan includes the following policies: Page 36-Discourage through traffic in residential neighborhoods **Protect residential areas** by zone codes, subdivision codes, and **other regulations** from any land use activity involving an excessive level of noise, pollution, **traffic volume, nuisances, and hazards to residents.**
- Discourage in commercial and industrial developments: **Major customer traffic from outside the immediate neighborhoods from filtering through nearby residential streets**

History

- The very first vote and response, and every vote since then, from the GNA regarding the Chemawa Activity Center has been to close Tepper Lane.
- At multiple City Council Meetings, the representative for the Engineering firm contracted by the City stated, in reference to traffic congestion on Lockhaven, that, "the traffic will find another way to go". Furthermore, the CAC plan, Page 13 states, "access to McLeod from Area B may be restricted to a right-out". This will directly force the traffic into the neighborhood with no exit except continuing on through the neighborhood. These two statements clearly indicate that the Engineer's, purpose is to intentionally route traffic through our neighborhood.
- When the City purposed the baseball stadium, the GNA voted and advised the City that the GNA would oppose the development of the baseball stadium unless the City closed Tepper Lane.
- The Planning Commission recommended that Tepper Lane be closed during stadium events and probably be closed permanently in the future.
- The City, represented by the Mayor and City Manager, promised the GNA that Tepper Lane would be closed during events at the stadium if the GNA would not oppose or otherwise attempt to block the stadium. GNA agreed.
- The City addressed the issue again due to the cost of using police to administer traffic on Lockhaven and complaints regarding stadium traffic from the residents in the Radiant Drive area. The GNA again voted to keep Tepper Lane closed with the goal to retain the clause to close Tepper Lane in the future. The council voted to open Tepper Lane. One councilor did attempt to retain the clause but the City Attorney advised against what he termed a 'Sunset Clause'.
- In 2000, the City submitted a request for responses to multiple issues including "Protecting the residential property to the west of Area A from the traffic impacts". The GNA again voted to close Tepper Lane to truck and vehicular traffic at the time of development.
- At the related Council Meeting, both the GNA and KNAG wrote letters and testified in support of the need to close Tepper Lane to vehicular and truck traffic at the time of development.
- Developers have stated that an exit on Tepper through the Gubser Neighborhood is not required.
- The presentation at the June GNA meeting "invites" traffic to continue through the neighborhood.

Neighborhood Configuration Issues

- The neighborhood has traffic problems associated with its design and own traffic load let alone cut-through traffic. The neighborhood is just one big loop consisting of 14th Ave, Rock Ledge Dr, and McLeod. Additionally, there is only one street, Manzanita for the entire neighborhood, that exits to River Road.
- Partly due to two schools located in the middle of the 'loop', only 3 streets go directly through. Thus 3 streets are the main neighborhood access to Manzanita and River Road. Additionally, the design of the 3 streets (long and straight streets with approximate 38-40 houses) results in speeding and encourages cut-through traffic. This is a dangerous situation with children walking and heavy car traffic from within and outside the neighborhood to the Gubser Elementary School using the same few routes.
- Our neighbors on Manzanita, 14th at Manzanita/Meadowlark, and McLeod have complained through the years about the volume, speed, and noise of the heavy traffic. Counts done on Manzanita, and 14th at

Meadowlark averaged 2000 cars a day three years ago. This included 211 cars in 1 hour between 5:45 and 6:45 PM (with 48 turning right on Meadowlark). The count was done when school was **not** in session. When school is in session, the traffic is backed up in the morning and evening and the traffic throughout the day is increased. McLeod is also estimated to carry at least 2000 plus cars a day.

- Our neighborhood is located directly between River Road and the CAC. Traffic already cuts through the neighborhood to circumvent parts of Lockhaven to get to/from 15, the Salem/Keizer Parkway, and Portland Rd/Lancaster. The CAC is a fourth location that would cause traffic to cut through the neighborhood and would have even a greater probability of cut-through traffic because it's location, directly East of the neighborhood, eliminates the need for traffic to go out on Lockhaven.
- Currently most of this cut-through traffic uses Harmony Drive. A traffic count done 4 years ago showed that over 50% of the traffic turning right from Lockhaven to 14th was cut-through traffic (i.e. turned left onto Harmony). It is estimated that another 25% cut-through using (but not limited to): 1) Manzanita /S. 14th Ave to Lockhaven, and 2) Manzanita/N14th Ave/Meadowlark to McLeod.
- Gubser is a neighborhood of over 1000 homes creating over 4000 plus car trips (estimated) that also mainly use these 2 main outlets, McLeod to Lockhaven and Manzanita to River Road. Additionally, development may still be occurring off of McLeod.

Summary

- Due to the design and location of our neighborhood, the livability, property values, and safety of our children are at risk unless **Tepper Lane** is closed to every day vehicular traffic through the neighborhood.
- Due to the location of the Gubser neighborhood, we cannot stop cut through traffic totally. The street design of the neighborhood is already negatively being impacted with our own high volume neighborhood traffic and the current and cut-through traffic.
- Traffic from a 100 plus acre development cannot be "discouraged from infiltrating through the neighborhood" (1) with a "visual barrier (previously described as a brick entrance) as stated in the CAC plan, (2) with specific street connections on the development side of Tepper (actually effectively makes a parkway into the neighborhood) as proposed by the City Attorney, and (3) a forced right turn into the neighborhood" as stated in the CAC plan.
- The entire neighbor is blocked in (closed loop) by the poorly designed road infrastructure and will be vying for the same routes through the neighborhood as the cut-through traffic. Most importantly, Manzanita to River Road, Meadowlark (but not limited to) right in the middle of our neighborhood, and McLeod.
- The neighborhood has continually asked the City to work with us to determine creative solutions to any issues resulting from the closure of Tepper.

Just like Trail Avenue, a two-lane road into our neighborhood **will open the door** to cut-through speeding traffic. Cut-through traffic from the CAC development can degrade 200 plus of our neighbors homes. Is the GNA stated Purpose meaningless? It is known that degradation does not stop at the inevitable. The entire neighborhood is ultimately at risk in the future.

After years of asking for Tepper Lane to be closed, shouldn't the GNA and City work together on issues (assumptions only, the city has never formally spoken to the Neighborhood about needs). And shouldn't the City be responsible for designing adequately for access to the development without blatantly and intentionally running traffic through a neighborhood. Is the City's Comprehensive plan meaningless?

Suggested **WIN, WIN FOR THE CITY AND GNA** – At the time of development and when all non-absentee GNA residents are vacated, Close Tepper Lane to vehicular traffic by reducing Tepper Lane to a single lane from a point on the CAC development side a negotiated distance from the intersection of the BNRR to the neighborhood side. Mark the single lane as **NO THRU TRAFFIC**. Define the single lane as emergency use with designated, negotiated, and directed special event usage (e.g. baseball games, bus route for the Iris Festival) where one-way traffic can be controlled.

To: City of Keizer Traffic Safety Commission

We live on 13th Avenue and Manzanita Way in a part of the neighborhood which, along with a short stretch of 11th Avenue, forms a loop to the north of Manzanita Street, and the only access to which are the intersections at 11th and 13th with Manzanita Street. While we were **not** consulted when the Draft Gubser Neighborhood Traffic Management Plan was being developed, we consider ourselves very definitely to be stakeholders in the process because most of the draft proposals outlined have the effect of isolating us and even barricading us into our little loop as well as removing important routes used by the northwest section of the Gubser neighborhood for local travel as well as neighborhood ingress and egress. When finally notified of the draft plan, we attended the Traffic Safety Commission hearing held at City Hall on May 23, 2002.

We agree that the entire local neighborhood is adversely affected with considerable traffic from outside our area cutting through from River Road to Lockhaven Drive, and we are sympathetic to our neighbors on Harmony Drive who have had to endure a substantial amount of the increased traffic. By the same token, we like the convenience of our street and want to see that maintained. We feel it is ludicrous, however, to consider closing Trail Avenue at Manzanita as a viable solution. All this would do is transfer that problem by creating an even larger problem on Manzanita Street.

We are in favor of a reduction of traffic in the overall neighborhood, but we need a solution that does not simply transfer the problem from one street to another. Any effort to discourage cutting through the neighborhood, such as traffic signal and related changes at Lockhaven to improve traffic flow and to increase the usage of that intersection and at Manzanita Street and River Road to prohibit left turns into the neighborhood during the morning rush hour, would reduce the problem and should benefit all. Manzanita Street, however, must remain open at River Road to provide access into and out of the northwestern section of the neighborhood.

While we oppose the more intrusive barricades discussed later, we believe high speed, cut-through traffic on Manzanita Street could be reduced significantly through the installation of stop signs at 11th and 13th avenues which could be implemented immediately at very little cost. You might even consider returning to the four-way stop at Trail Avenue and Manzanita Street that, perhaps, never should have been eliminated in the first place. That would put the existing stop sign at 14th and Manzanita Street, a stop sign at 13th and signs at 11th and/or Trail Avenue and Manzanita Street. If any part of this solution did not work, the appropriate stop sign could be removed easily and, if necessary, something more expensive could be tried at that time.

On the other hand, the traffic circles, roundabouts or speed bumps that have been suggested would be more expensive and more difficult to install and to undo than the stop signs. We also feel that any of these barricades in our neighborhood would, in effect,

punish those of us that live in the neighborhood as well as hinder buses, service trucks and emergency vehicles. These control methods are hard on all vehicles, whether local or cut-through, as there is no way to miss them. In addition they generally become an eyesore. They are unattractive, bristling with reflectors, resplendent in ugly yellow paint, frequently unkempt, damaged, soiled with black rubber marks and tire tracks and weed grown. Again, please don't punish us in our own neighborhood!

Finally, we would like the Traffic Safety Commission to consider a long-term solution such as the existing plan to re-align Trail Avenue straight through the now open field to Verda Lane and install a light where it intersects with Lockhaven Drive. This was proposed several years ago and naturally met with opposition from the residents of Verda Lane. No doubt it would affect those residents and would be more costly, but not all of the current cut-through traffic would choose to go on down Verda Lane, it is a logical extension of a current traffic plan and should be a longer-term solution to easing the Gubser neighborhood traffic problem.

Thank you,

Hank and Evonne Kimball

6326 13th Avenue NE

Keizer, OR 97303

503 393-2195

Alan and Sherry Bennett

1226 Manzanita Way NE

Keizer, OR 97303

503 393-0282

The following neighbors have read and agree with the points we have set out above:

Name

Address

The following neighbors have read and agree with the points we have set out on the previous page:

Name

Address

Mena Barning 6232 11th St NE Keizer, 97303

Sheniamorally 1167 Marigold St NE Keizer, 97303

Kathleen M. Kuhl 1258 Marigold St NE Keizer 97303

Nancy L. Muren 1278 Marigold St NE Keizer 97303

Larry Z. Hain 1168 Marigold St NE Keizer 97303

Sarah M. Harris 1168 Marigold St NE Keizer 97303

Gene D. Wadle 1258 " " " "

James T. Kallins 1378 Marigold St NE

Thomas W. May 1393 Marigold St NE 97303

Harold D. Hartley 1387 Marigold St NE

Kathleen D. Largent 1347 Marigold St NE 97303

Victoria Smith 1338 Marigold St NE 97303

Ann Thiesch 1338 Marigold St NE 97303

Betsy Herman 1298 Marigold St 97303

Nancy Gutierrez 1227 Marigold St NE 97303

Yvonne R. Papp 6221 11th Ave NE 97303

Stephane R. Cery 1228 Marigold St NE 97303

Janet K. Gilling 1188 Marigold NE 97303

To: City of Keizer Traffic Safety Commission

We live on 13th Avenue and Manzanita Way in a part of the neighborhood which, along with a short stretch of 11th Avenue, forms a loop to the north of Manzanita Street, and the only access to which are the intersections at 11th and 13th with Manzanita Street. While we were **not** consulted when the Draft Gubser Neighborhood Traffic Management Plan was being developed, we consider ourselves very definitely to be stakeholders in the process because most of the draft proposals outlined have the effect of isolating us and even barricading us into our little loop as well as removing important routes used by the northwest section of the Gubser neighborhood for local travel as well as neighborhood ingress and egress. When finally notified of the draft plan, we attended the Traffic Safety Commission hearing held at City Hall on May 23, 2002.

We agree that the entire local neighborhood is adversely affected with considerable traffic from outside our area cutting through from River Road to Lockhaven Drive, and we are sympathetic to our neighbors on Harmony Drive who have had to endure a substantial amount of the increased traffic. By the same token, we like the convenience of our street and want to see that maintained. We feel it is ludicrous, however, to consider closing Trail Avenue at Manzanita as a viable solution. All this would do is transfer that problem by creating an even larger problem on Manzanita Street.

We are in favor of a reduction of traffic in the overall neighborhood, but we need a solution that does not simply transfer the problem from one street to another. Any effort to discourage cutting through the neighborhood, such as traffic signal and related changes at Lockhaven to improve traffic flow and to increase the usage of that intersection and at Manzanita Street and River Road to prohibit left turns into the neighborhood during the morning rush hour, would reduce the problem and should benefit all. Manzanita Street, however, must remain open at River Road to provide access into and out of the northwestern section of the neighborhood.

While we oppose the more intrusive barricades discussed later, we believe high speed, cut-through traffic on Manzanita Street could be reduced significantly through the installation of stop signs at 11th and 13th avenues which could be implemented immediately at very little cost. You might even consider returning to the four-way stop at Trail Avenue and Manzanita Street that, perhaps, never should have been eliminated in the first place. That would put the existing stop sign at 14th and Manzanita Street, a stop sign at 13th and signs at 11th and/or Trail Avenue and Manzanita Street. If any part of this solution did not work, the appropriate stop sign could be removed easily and, if necessary, something more expensive could be tried at that time.

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Thank you,

Hank and Evonne Kimball
6326 13th Avenue NE
Keizer, OR 97303
503 393-2195

Alan and Sherry Bennett
1226 Manzanita Way NE
Keizer, OR 97303
503 393-0282

The following neighbors have read and agree with the points we have set out above:

<u>Name</u>	<u>Address</u>
Phil Kimball	6326 13 th Ave NE
Evonne Kimball	6326 13 th Ave NE
Sharon Bennett	1226 Manzanita Way NE
Alan Bennett	1226 Manzanita Way NE
Don & Sherry Chandler	1176 Manzanita Way NE
Diane Wilson	1237 Manzanita Way NE
Gary & Wendy Braun	1187 Manzanita Way NE
Mary-Lou Thaler	1237 Manzanita St. NE
Leslie L. Thaler	1237 Manzanita St. NE

The following neighbors have read and agree with the points we have set out on the previous page:

Name

Address

Webby Greenwood 6306 13th Ave NE

Robert Greenwood 6306 13th Ave NE

Virginia J Duke 1267 Manzanita Way NE

Jim McGinnis 1180 Manzanita St NE 97303

Karon Cook 1196 Manzanita St NE 97303

Hazel Nicholson 1270 Manzanita St NE

DAN NICHOLSON 1270 MANZANITA NE

PAUL + KAREN CLAYTON 1289 MANZANITA ST NE, Keizer

Lemina + Janice Brown 1138 Manzanita St NE, Keizer

Loris Russell 1138 Manzanita St NE, Keizer

Walter Russell " " " "

Evelyn Koerner 1179 " " "

Elmer Koerner 1179 " " "

The following neighbors have read and agree with the points we have set out on the previous page:

Name

Address

Mark W. Jones	1156 MANZANITA WAY NE
Clara McDermitt	1127 Manzanita Way NE
Alayna Fast	1117 Manzanita Way NE
Alice M. Bensarosky	1136 Manzanita Way N.E.
Mike Bensarosky	1136 Manzanita Way NE
Lawrence Rivers	1107 Manzanita Way NE
Pamela J. Nofziger-Hayes	1106 Manzanita Way N.E.
Scott Hayes	1106 MANZANITA WAY NE
Jean L. Nelson	6291 11 th Ave
Glenn A. Nelson	629 11 th Ave
Terita M. Hartail	6231 11 th Ave N.E.
Gary Well	6264 13th Ave

The following neighbors have read and agree with the points we have set out on the previous page:

Name

Address

Judy Markon 1585 Manzanita NE Keizer 97303

Shirley Markon 1585 Manzanita NE, Keizer, OR 97303

Liane Kippel 1605 Manzanita NE Keizer 97303

Patrick Kippel 1605 Manzanita NE Keizer, 97303

punish those of us that live in the neighborhood as well as hinder buses, service trucks and emergency vehicles. These control methods are hard on all vehicles, whether local or cut-through, as there is no way to miss them. In addition they generally become an eyesore. They are unattractive, bristling with reflectors, resplendent in ugly yellow paint, frequently unkempt, damaged, soiled with black rubber marks and tire tracks and weed grown. Again, please don't punish us in our own neighborhood!

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Thank you,

Hank and Evonne Kimball

6326 13th Avenue NE

Keizer, OR 97303

503 393-2195

Alan and Sherry Bennett

1226 Manzanita Way NE

Keizer, OR 97303

503 393-0282

The following neighbors have read and agree with the points we have set out above:

Name

Address

ED & LOIS MUELLER

1315 MANZANITA NE
KEIZER, OR 97303

Glenn & Charla Vahlgren

1330 Manzanita St., NE Keizer OR 97303

Robt & Gayle

1325 Manzanita
1340 MANZANITA

GAIL LARSON

City of Keizer
Attn: Tracy Davis, City Recorder

5 June 2002

Tracy,

My wife, Kimberly, and I recently purchased a house on the corner of Harmony Drive NE and Trail Avenue (1025 Harmony Drive NE). Though we have only lived there a short while we couldn't help but notice the large volume of traffic that passes in front of and beside our house. A large percent of this traffic is not obeying the posted speed limit and some are making unsafe maneuvers. I was reading in the paper not too long ago that the City of Keizer was taking public input regarding the traffic problem in this area of Keizer, my wife and I are all for something being done about the situation. Please dead end Trail Ave. at Manzanita. If you have any questions of me or my wife please call us at 503-390-0125.

Thank you for your help.

Sincerely,
Victor and Kimberly Garlock

July 17, 2002

TO: Chris Epley, Keizer City Manager

Randy Jackson, Chairman, Keizer Traffic Safety Commission ✓

I read with interest the newspaper article which appeared in the Times last week regarding traffic in a portion of the Gubser neighborhood. It referred to a May public hearing which I was not aware of although I do read the Times rather thoroughly. For a period of time I attended the Gubser Neighborhood Assn. meetings but found them to be of little value and poorly attended making them really not representative of the people living in the neighborhood.

Now apparently a group has a package of proposals to present to the City Council for review that make me feel like I will be barricaded no matter where I turn. You see, we live on Marigold between 11th and 13th and because of the bank in the front of our property we are required to egress through the alley which already is no joy.....we make daily trips to the post office for the mail in our box plus other trips to River Road for a variety of reasons..... I am in habit of taking Manzanita to River and then down to Albertsons or whatever.....my husband is in the habit of taking Manzanita and Trail and then slipping in the Center from Lockhaven.....BOTH of us however, normally exit the Center on Lockhaven and turn right to Trail rather than having the challenge of traffic from both directions and making the safer and easier turn into Trail. Should Trail be blocked off at Manzanita it would require waiting for an opportunity to cross over into the 4th lane so as to make the right onto River - or - drive all the way to 14th Believe me, we are both opposed to blocking off Trail as well as having circles installed on Manzanita.

There IS one corner in the area in question that I do feel stop signs should be re-installed as they were some years ago! We patronize Tresoro on the triangle and when we are finished there we naturally pull out on the Trail exit and are required to stop at the corner which is perfectly fine and right; however, the traffic coming in from River is difficult to see because of the angle of the street and is free to sail right on through! Why the stop sign at that corner was eliminated I cannot fathom - making it a four-way stop would be much safer for all.

Many projects seem to take for ever.....I hope that the Council does not make a rash decision on the committee's recommendations.....with tongue in cheek I toss in the idea of blocking off Harmony.

Sincerely,

Eliz McClintock
Eliz McClintock (Mrs. J.W.)
POB. 20157, Keizer 97307
503 390 4816



CITY OF KEIZER

MEMORANDUM

DATE: August 15, 2002

TO: Chair Jackson and Traffic Safety Commissioners

THROUGH: Chris Eppley
City Manager

FROM: Rob Kissler
Director of Public Works

SUBJECT: Gubser Neighborhood Traffic Management Plan

BACKGROUND:

Staff has prepared a preliminary recommendation to City Council based on the Traffic Safety Commission's (TSC) final draft of the Gubser Neighborhood Traffic Management Plan Recommendations dated July 26, 2002. The following is a series of bullet points outlining the areas where City staff agrees or does not agree with the recommendations of the TSC. The comments listed below are the framework that will ultimately make up the staff recommendation to City Council on September 3rd. Ideally, it would be advantageous if the TSC and City staff were in agreement on all points and could issue a joint recommendation.

- Item 1-A has been completed and will be monitored for possible additional time provided Lockhaven east and westbound traffic is not affected.
- Staff agrees with the TSC on item 1-B. The City Council has approved budget allocations in the 2002/2003 street fund to accomplish this task.
- Staff agrees with The TSC on items 2-A, B and C. However staff recommends placing stop signs at the intersection of Manzanita and Trail to complete a four way stop and not place stop signs at 11th and Manzanita until needed. Staff also recommends designating a "no parking zone" using a yellow curb for the first 50' on the south side of Manzanita east of Trail, when lane delineation in item 2-B is changed.

- Staff disagrees with the TSC on item 3-A the closing of Trail Ave at Manzanita for the following reasons:

- ✓ Trail Avenue is designated as a Collector in the City's Transportation System Plan.
- ✓ Potentially 30 acres of undeveloped high-density residential and mixed use property is adjacent to Trail Ave. Trail is needed to connect these properties in some alignment to the City's Arterial street system.
- ✓ Closing Trail will reduce the State's requirement of connectivity in neighborhoods.
- ✓ Turnarounds would need to be constructed the driving public if dead end streets are created.

Perhaps the TSC's suggestion of pork chops or center medians could be an alternative to discourage cut through traffic. Placing a cul-de-sac at the west end of Harmony and Mandarin may be a solution to cut through traffic in the area. Staff is planning on meeting with the TSC to further explore options.

- Staff agrees with the TSC on item 3-B. The City Council approved funding in the street fund to accomplish this task.
- Staff disagrees with the TSC on item 4-A. This change will create a two-lane offset east bound onto Manzanita. This is an extremely dangerous vehicle movement because of grade elevations and on coming traffic. **As an alternative, Staff suggests the construction of a dedicated right turn lane on McNary Estates drive. This improvement is not currently funded.**
- Staff has fielded many complaints over the years on the short protected left turn time at River and Manzanita as described in item 4-B. Citizens have been requesting longer left turn green time. Staff has resisted this request. Staff will monitor and adjust less green time to the left turn if appropriate for vehicle movements in this intersection.

Staff appreciates the long and tireless work of the TSC. The Public process conducted by this committee has been thorough and has created a forum that has allowed significant involvement by the community on a series of decisions that will impact many citizens in the Gubser neighborhood. Staff looks forward to working with the TSC on developing a final recommendation to the City Council on this issue to serve the entire community and on other similar projects in the future.

Perry, Cindy

8/27/02

To: Eppley, Christopher; Kissler, Rob; Christopher Lore (work) (E-mail); Chuck Lee (Councilor) (E-mail); Mike Gaynor (E-mail); McGee Jerry (Councilor) (E-mail); Smith, Judy (Councilor) (E-mail); Moir Jacque-Councilor (E-mail); Walsh Richard-Councilor (E-mail); Jackson Randy-Keizer Fire (E-mail)
Subject: Harmony Residents Respond



Peace on Harmony.pdf

FYI----

Cindy

-----Original Message-----

From: Smith, Judy
Sent: Monday, August 26, 2002 9:34 PM
To: All Keizer
Subject: Fw: Please Forward to All Councilors

----- Original Message -----

From: "ANNE O'ROURKE" <o'rourke_anne@salkeiz.kl2.or.us>
To: <councilorsmith@attbi.com>
Sent: Monday, August 26, 2002 5:09 PM
Subject: Please Forward to All Councilors

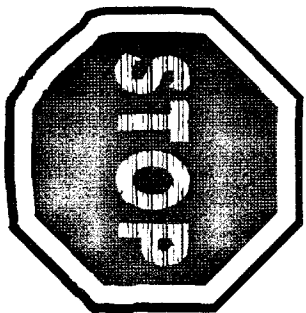
As Harmony Drive residents, we fully support the Traffic Safety Commission's recommendation to close Trail Avenue at Manzanita as well as adding stop signs on Manzanita at 11th and 13th.

This is the best solution to calm traffic in the Gubser neighborhood. For decades, we have addressed heavy traffic to the City of Keizer and nothing has been done. We feel that it is time for something to finally be done.

We disagree with City Manager Chris Eppley and Rob Kissler's recommendations, we feel it is not the best solution for the community. Have the Verda Lane residents been contacted about the proposal of connecting Trail to Verda Lane and making this neighborhood street a main artery? This is why we have River Road. Also they are basing their recommendations on data from a 1993 Traffic Safety Plan. Why punish residents on Mandarin and Harmony by restricting their traffic with pork chops and medians, they are not the ones who created the cut-through traffic.

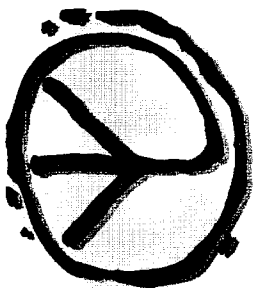
We are asking you to please vote for the Traffic Safety Commission's recommendations of the Gubser Traffic Calming Plan.

Harmony Residents please forward this to citycouncil@keizer.org

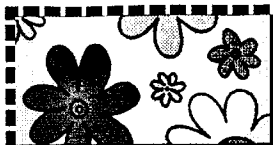


the Traffic

We Want



on HARMONY!





September 3, 2002

AGENDA ITEM 6b

TEXT AMENDMENT CASE NO. 02-21 (PRIVATE STREETS)

Memo To: Mayor Christopher and City Council
From: Maria Meier, Planning Director
Date: August 28, 2002
Re: Text Amendment Case No. 02-21; Repeal of Sections
relating to Private Streets

BACKGROUND

In December 2001, the City Council adopted the **Infill and Redevelopment Master Plan**, including text amendment to both the Keizer Development Code and the Comprehensive Plan. Through Ordinance 2001-466, the City Council repealed 2.302.07 of the Code, which previously allowed the construction of private streets.

On March 18, 2002, the Keizer City Council initiated a text amendment review to repeal Section 2.311.03H and any other references that allow the development of private streets. "Private" streets are referenced with different intent throughout the code. Staff conducted a word search throughout the entire code and analyzed the use of the word in each circumstance. Staff then identified the proposed deletions and language recommendations for the Planning Commission to consider to recommend to the Council.

ISSUE

It was described to the Planning Commission that the City Council's decision to eliminate private streets was to not allow future construction of such streets. The Planning Commission evaluated the need for potential development of private streets within the City of Keizer. The Commission recommends to generally disallow private streets for standard developments, however to allow existing private streets to be extended at the same width as existing on any connecting private street. The recommended language for the Development Code that identifies the provisions for the development of private streets is on page 3 of the attached code revisions (Section 2.302.02.F Scope. Private Streets).

RECOMMENDATION

Please find attached copies of pages from the Code that include code amendments recommended by the Planning Commission. The Commission recommends the elimination of the language that has a ~~strikethrough~~ and to add language that is underlined.

Staff recommends that City Council consider the attached information and conduct a public hearing. The City Council may choose to deliberate the matter this evening or begin deliberations at the next City Council meeting.

ATTACHMENTS

- ◆ Planning Commission Recommendation for Text Amendments Relating to Private Streets

2.201 GENERAL STANDARDS

2.201.01 Minimum Requirements

In interpreting and applying this Ordinance, these provisions shall be considered the minimum requirements adopted for the promotion of the public health, safety, comfort, convenience, and general welfare. (5/98)

2.201.02 Building Permits

- A. Building Permits Required. No building shall be constructed or structure erected without receiving the appropriate building permit. Building permit shall include electrical, mechanical, structural, foundation and similar types of permits issued by the appropriate building codes agency. (5/98)
- B. Completion of a Structure. Public, commercial or industrial structures shall receive a Certificate of Occupancy within two years of beginning construction. A structure not completed within the required time period of beginning construction shall constitute a violation of this Ordinance and is subject to the violation provisions in Section 1.102.05. (5/98)

2.201.03 Lots of Record

- A. Legal Lot. A parcel is a legal lot of record for purposes of this Ordinance when the lot conforms to all zoning requirements, subdivision requirements, and Comprehensive Plan provisions in effect on the date when a recorded deed or contract creating the separate lot or parcel was signed by the parties to the deed or contract. (5/98)
- B. Separate Legal Lot. A lot or parcel which is a separate legal lot or parcel prior to the adoption of this Ordinance shall remain a separate legal lot regardless of ownership. (5/98)
- C. Development of a Lot of Record. The use or development of any legal lot of record shall be subject to the regulations applied to the property when such development or use begins, irrespective of the lot width, street frontage, depth or area, but subject to all other regulations. (5/98)

2.201.04 Access to a Public Street

- A. Access Required. All uses shall be located on property having access to a public street. Access to a public street is defined as a minimum of 20 feet of frontage on one of the following: (5/98)
 - 1. Public Street. A public street with a right-of-way not less than 20 feet wide that is unobstructed, has been graveled or paved, and is open for public use to the property. (5/98)

2. **Private Street.** A private street not less than 20 feet of unobstructed width designed and maintained to support the imposed loads of fire apparatus and providing all-weather driving capabilities and open for use to the property prior to the date this ordinance is adopted and connecting with a public street qualifying under 1, above. (5/98)

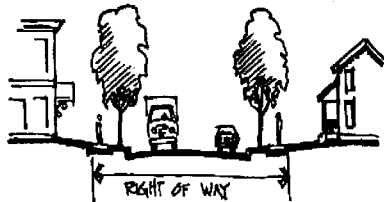


Figure 1 - Public Street Right of Way

3. **Planned Unit Development Street.** A private street in a planned development owned by the homeowner's association where the roadway connects the property to a public street, and the street is improved to the minimum standards of this Ordinance. (5/98)
4. **Private Access Easement.** A private access easement of not less than 14 feet where the access easement connects the property to a public street and the easement is improved to the minimum standards of Section 2.302.08. (5/98)

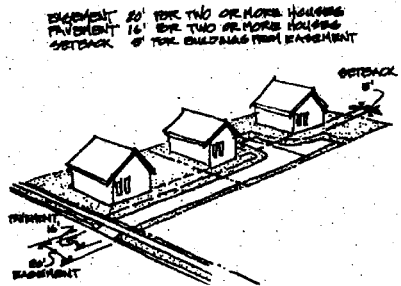


Figure 2 - Access Easement

2.201.05 Solar Devices

- A. **Solar Devices Permitted.** The use of solar energy systems including solar collectors, storage facilities, and distribution components for space heating and cooling and domestic water heating is permitted within all zones. (5/98)
- B. **Height Exceptions.** Solar collectors and the equipment used for the mounting and operation of such collectors, where necessary, may be elevated above the height limitation in residential zones. (5/98)

2.201.06 Unsafe Building

Nothing in this Ordinance shall prevent the strengthening or restoring to a safe condition of any building or structure declared unsafe by proper authority. (5/98)

2.302 STREET STANDARDS

2.302.01 Purpose

- A. Safety. To provide for safe, efficient, and convenient vehicular movement in the City of Keizer. (5/98)
- B. Access. To provide adequate access to all proposed developments in the City of Keizer. (5/98)
- C. Public Facility Access. To provide adequate area in all public rights-of-way for sidewalks, sanitary sewers, storm sewers, water lines, natural gas lines, power lines and other utilities commonly and appropriately placed in such rights-of-way. (5/98)

2.302.02 Scope

The provisions of this Section shall be applicable for the following: (5/98)

- A. Land Divisions. The creation, dedication or construction of all new public or private streets in all subdivisions, partitions or other developments in the City. (5/98)
- B. Street Expansion. The extension or widening of existing public or private streets or rights-of-way, easements, or street improvements including those which may be proposed by an individual or the City, or which may be required by the City in association with other development approvals. (5/98)
- C. Utility Improvements. The construction or modification of any utilities or sidewalks in public rights-of-way, existing private street, or private access easements. (5/98)
- D. Street Trees. The planting of any street trees or other landscape materials in public rights-of-way. (5/98)
- E. Exceptions. Provisions of this Section do not apply in existing developed areas of the City. Improvements in these areas shall be based on standards adopted by the Department of Public Works. (5/98)
- F. ***Private Streets. Private streets and improvements on private streets are allowed only in the following situations:***
 - 1. ***Improvements and/or widening of existing and allowed private streets.***
 - 2. ***Creation of new private streets within an existing subdivision or PUD already containing approved private streets.***
 - 3. ***Creation of new private streets in a new proposed subdivision, or PUD, or partition only if the only access to the proposed subdivision, or PUD, or partition is via existing and approved private streets.***

2.302.03 General Provisions

The following provisions shall apply to the dedication, construction, improvement or other development of all public streets in the City of Keizer: (5/98)

- 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. (5/98)

2.302.05 Modification of Right-of-Way and Improvement Width

The City, pursuant to variance approval, may allow modification to the public street standards of Subsection 2.302.04, when the following criteria are satisfied: (5/98)

- A. Modification Permitted. The modification is necessary to provide design flexibility where: (5/98)
1. Unusual topographic conditions require a reduced width or grade separation of improved surfaces; or
 2. Parcel shape or configuration precludes accessing a proposed development with a street which meets the full standards of Section 2.302.04; or
 3. A modification is **necessary to preserve trees or other natural features** determined by the City to be significant to the **aesthetic** character of the area; or
 4. The modification of street standards is necessary to provide **greater privacy or aesthetic quality** to the development. (5/98)
- B. Vehicular Access Maintained. Modification of the standards of **Section 2.302.04** shall only be approved if the City finds that the specific design proposed provides adequate vehicular access based on anticipated traffic volumes. (5/98)

2.302.06 Construction Specifications

Construction specifications for all public and private streets shall comply with the standards of the most recently adopted public works/street standards of the City of Keizer. Construction permits are required by the Public Works Department. (5/98)

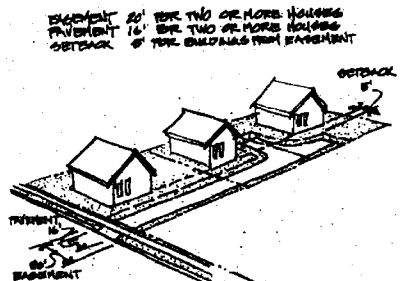


Figure 3 - Easement Standards

2.302.07 Improvement Width for Private Streets (If allowed in Sec. 2.302.02F)

Private streets may be constructed to the same or greater width of the existing connecting private street.

2.310 DEVELOPMENT STANDARDS FOR LAND DIVISIONS

2.310.01 Purpose

To provide for the orderly, safe, efficient and livable development of land within the City of Keizer. (5/98)

2.310.02 Scope

- A. Application. The provisions of this Section shall apply to all subdivisions and partitions within the City of Keizer. (5/98)
- B. Modification. The design standards in this Section may be modified, provided, findings are established which indicate compliance with these standards is infeasible due to parcel shape, terrain, or location of existing structures. (5/98)

2.310.03 Standards for Lots or Parcels, Lot Line Adjustment Required

- A. Minimum lot area. Minimum lot area shall conform to the requirements of the zoning district in which the parcel is located. (5/98)
- B. Lot Line Adjustment. Any adjustment of a lot line between two adjacent parcels in a RS, RH, RM, RH, or RC zone shall require approval of a Lot Line Adjustment in accordance with the standards of Chapter 3.1 and the procedures of Chapter 3.2. (5/98)
- C. Lot width and depth. The depth of a lot or parcel shall not be more than 3 times the width of the parcel, with the following exceptions: (5/98)
 - 1. Individual lots for townhouse units shall not be less than 20 feet in width. Lot depth may vary, but shall be adequate to provide a minimum of 300 square feet with no dimension less than 6 feet of semi-private outdoor living space for each unit. (5/98)
 - 2. Individual lots for single-family attached dwelling units shall be designed so that lot depth is not greater than 3 1/2 times lot width. (5/98)
 - 3. Parcels created for public utility uses or in zones where there is no minimum lot area requirement shall be exempt from width to depth ratio provisions. (5/98)

- D. Access. All lots and parcels created after the effective date of this Ordinance shall provide a minimum frontage, on an existing or proposed public street, equal to the minimum lot width required by the underlying zone. The following exceptions shall apply: (5/98)

1. Residential lots or parcels, ~~excluding~~ including townhouse developments and Planned Unit Developments, may be accessed via ~~an private street~~ or access easement developed in accordance with the provisions of Section 2.302.07 and 2.302.08, ~~when the City finds that public street is not necessary to provide for the future development of adjoining property.~~ (5/98)
 2. Lots or parcels in townhouse developments or Planned Unit Developments may be accessed via public or private streets, in accordance with the following standards: (5/98)
 - a. **Internal local streets or drives may be private if allowed in Section 2.302.02F and shall be subject to the provisions of Section 2.302.** (5/98)
 - b. Collector and arterial streets shall be public and shall comply with the applicable provisions of Section 2.302. Collector or arterial streets may be determined either by design or anticipated traffic volumes. (5/98)
 - c. Local streets that are needed to provide access to adjoining properties shall be public and shall comply with the applicable provisions of Section 2.202. (5/98)
 3. ~~Commercial or Industrial uses located in a campus or park-like development may be accessed via private streets when developed in accordance with Subsection 2.302.08.~~ (5/98)
 4. Cul-de-sac lots shall have a minimum frontage of 25 feet. (5/98)
 5. Flag lots, as permitted in Subsection 2.310.03, E. (5/98)
- E. Flag Lots. Flag lots shall only be permitted if it is the only reasonable method by which the rear portion of a lot being unusually deep or having an unusual configuration may be accessed and when in compliance with Section 2.302.03.B. If a flag-lot is permitted, the following standards shall be met: (5/98)

- C. Connectivity. To achieve the objective in B., above, the Director may require the following: (5/98)

1. Stub Streets: Where the potential exists for additional residential development on adjacent property. (5/98)
2. Pedestrian/Bicycle Accessways: Public accessways to provide a safe and efficient connection from a residential area to nearby residential areas, transit stops, neighborhood activity centers, including schools, parks, shopping centers, other community services and other commercial and industrial areas when such connections are not available by streets and when a pedestrian must go at least one quarter of a mile out of his or her way to make that connection using the street system. (5/98)

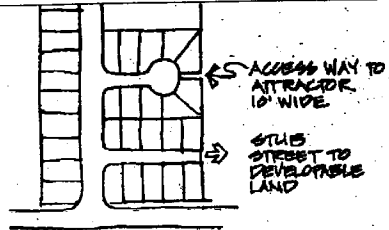


Figure 4 – Connectivity Standard Examples

- D. Design Standards. Pedestrian/bicycle accessways shall meet the following design standards: (5/98)

1. Minimum dedicated width: 10 feet
2. Minimum improved width: 10 feet
3. Maximum length: 250 feet. A clear line of vision for the entire length of the accessway shall be required. (5/98)
4. Lighting shall be provided illuminating any walkway exceeding 150 feet in length to a level where the system can be used at night. Lighting shall be included in the lighting district(s) established for the subdivision. (5/98)
5. The accessway shall be designed to prohibit vehicle traffic. (5/98)

2.310.05 Improvement Requirements - Partitions

During the review of partition proposals, the City shall require, as a condition of approval, the following improvements: (5/98)

- A. Private Access. Private driveways serving flag lots, or **private streets and access easements**, shall be surfaced per the requirements of this Code. (5/98)

B. Walkways for Private Streets. Sidewalks shall be required in accordance with applicable provisions in Sections 2.302 and 2.316 only if sidewalks currently exist along the connecting street.

B.C. Street Frontage Improvements. The following improvements shall be required: (5/98)

1. If the street frontage of the subject property is less than or equal to 250 feet, the applicant shall sign a non-remonstrance agreement with the City of Keizer. This agreement shall stipulate that the applicant or future property owner will agree to participate in right-of-way improvements. The agreement may include provisions for the following: street paving, curbing, sidewalks, water lines, storm sewer facilities and sanitary sewer facilities. (5/98)
2. If the street frontage of the subject property exceeds 250 feet, or extends and existing dedicated right-of-way, the applicant shall improve the following: (5/98)
 - a. Public streets upon which the property fronts to public standards, including: surfacing from center line to curb, installation of curbing, storm sewers, sanitary sewers, water lines and other necessary public utilities. (5/98)
 - b. Sidewalks, meeting City standards, along public street frontage. (5/98)
 - c. The installation of storm sewers, sanitary sewers, water lines and other utilities necessary to serve lots accessing off of the new street. (5/98)

C.D. Completion Requirements. All required improvements shall be completed prior to the issuance of any building permits for the subject property. Alternatively, improvements required under this Section shall be completed or assured through a performance bond or other instrument acceptable to the City prior to the approval of the final plat of the partition. At the discretion of the Public Works Director, certain improvements may be further postponed through a non-remonstrance agreement, or other performance agreement. (5/98)

2.310.06 Improvement Requirements - Subdivisions

The following improvements shall be required for all subdivisions in the City of Keizer: (5/98)

- A. **Frontage Improvements.** Street improvements to full City Standards shall be required for all public streets on which a proposed subdivision fronts in accordance with Section 2.302 of this Code. Such improvements shall be designed to match with existing improved surfaces for a reasonable distance beyond the frontage of the property. Additional frontage improvements shall include: sidewalks, curbing, storm sewer, sanitary sewer, water lines, other public utilities as necessary, and such other improvements as the City shall determine to be reasonably necessary to serve the development or the immediate neighborhood. (5/98)
- B. **Walkways for Private Streets. Sidewalks shall be required in accordance with applicable provisions in Sections 2.302 and 2.316 only if sidewalks currently exist along the connecting street.**
- B.C Project Streets. All public or private streets within the subdivision shall be constructed as required by the provisions of Section 2.302. (5/98)
- C.D Monuments. Upon completion of street improvements, centerline monuments shall be established and protected in monument boxes at every street intersection and all points of curvature and points of tangency of street center lines. (5/98)
- D.E Bench Marks. Elevation bench marks shall be set at intervals established by the City Engineer. The bench marks shall consist of a brass cap set in a curb or other immovable structure. (5/98)
- E.F Surface Drainage and Storm Sewer System. Drainage facilities shall be provided within the subdivision and to connect the subdivision drainage to drainage-ways or to storm sewers outside the subdivision. Design of drainage within the subdivision shall take into account the capacity and grade necessary to maintain unrestricted flow from areas draining through the subdivision and to allow extension of the system to serve such areas. Drainage shall be designed to avoid impacts on adjacent property. (5/98)
- F.G Sanitary Sewers. Sanitary sewer shall be installed to serve the subdivision and to connect the subdivision to existing mains both on and off the property being subdivided. (5/98)

If the required sewer facilities will, without further sewer construction, directly serve property outside the subdivision, the City may recommend to the City Council construction as an assessment project with such arrangement with the subdivider as is equitable to assure financing his share of the construction and to provide for appropriate reimbursements of costs above those directly attributable to the subdivision. (5/98)

The City may require that the subdivider construct sewage lines of a size in excess of that necessary to adequately service the development in question, where such facilities are or will be necessary to serve the entire area within which the development is located when the area is ultimately developed. The City may also require that the construction take place as an assessment project with such arrangement with the subdivider as is desirable to assure his share of the construction. (5/98)

G.H Water System. Water lines with valves and Fire District approved fire hydrants serving the subdivision and connecting the subdivision to the City mains shall be installed and operating prior to start of combustible construction. The design shall take into account provisions for extension beyond the subdivision to adequately grid the City system and to serve the area within which the development is located when the area is ultimately developed. However, the developer will be responsible for water main sizes necessary to meet minimum fire flow requirements per Uniform Fire Code. The City will not expect the developer to pay for the extra pipe material cost of mains exceeding 8 inches in size. (5/98)

H.I Sidewalks. Sidewalks shall be installed along both sides of each public street and in any pedestrian ways within the subdivision. The City may defer sidewalk construction until the dwellings or structures fronting the sidewalk are constructed. Any required off-site sidewalks (e.g. pedestrian walkways) or sidewalks fronting public property shall not be deferred. (5/98)

I.J Street Lights. The installation of street lights is required at locations and of a type required by City standards. (5/98)

J.K Street Signs. The installation of street name signs and traffic control signs is required at locations determined to be appropriate by the city and shall be of a type required by City standards. Each street sign shall display the one hundred block range. Street signs shall be installed prior to obtaining building permits. (5/98)

- K.L** Public Works Requirements. All facility improvements shall conform to the requirements and specifications of the Keizer Department of Public Works. (5/98)
- L.M** Curb Cuts. Curb cuts and driveway installations, excluding common drives, are not required of the subdivider, but if installed, shall be according to the City standards. (5/98)
- M.N** Street Trees. Street tree planting is mandatory where a planting strip is part of the street design. Plantings shall conform to Section 2.302.03(M). (5/98)
- N.O** Grading & Fills. All grading which results in fills in excess of 3 feet located within the identified building envelope on a subdivision lot or parcel must be engineered. (5/98)
- O.P** Financial Requirements. All improvements required under this Section shall be completed to City standards or assured through a performance bond or other instrument acceptable to the City Attorney, prior to the approval of the Final Plat of the subdivision. (5/98)

faces onto a public street. Otherwise the minimum setbacks of the underlying zone do not apply. (5/98)

- E. Attached Dwellings. Buildings sharing common walls are permitted within a planned unit development. (5/98)
- F. Height. The maximum building height shall in no event exceed those building heights prescribed in the zone in which the planned unit development is proposed, except that a greater height may be approved if surrounding open space within the planned unit development, building setbacks, and other design features are used to avoid adverse impact of the greater height. (5/98)
- G. Street Dedication. Designated arterial or collector streets or streets designed as collector or arterial streets shall be dedicated to the public and shall be constructed to their normal width with the normal right-of-way. (5/98)
- H. Private Streets. ~~Local streets may be dedicated to the public or remain in the ownership of the owners association. All streets shall conform to the City's street construction standards except as noted below.~~ (5/98)

STREET TYPE	CURB-TO-CURB WIDTH
1-way, less than 200'	_____ 12 feet
2-way, less than 200'	_____ 16 feet
2-way, greater than 200'	_____ 20 feet

Parking need not be provided on street; however when parallel parking is provided, six feet shall be added to the above for each side of the street on which parking will be allowed. Additional curb-to-curb width is not required for on-street parking when the parking space angle exceeds 45 degrees. (5/98)

Streets. All streets must meet provisions in Section 2.302. Private streets must meet service area, improvement width, and curb height standards in Section 2.302.04 as well.

- I. Parking. Parking will be required in accordance with the provisions of Section 2.303; however, if no parking is to be allowed on-street, the overall parking requirements for the planned unit development will be increased 50 percent. (5/98)
- J. Walkways. Sidewalks along private streets will not be required adjacent to private streets; however, shall may be required only if sidewalks currently exist to the connecting private street. Sidewalks shall be developed in accordance with applicable provisions in Sections 2.302 and 2.316. The overall plan for the planned unit development shall include an acceptable pedestrian circulation system. (5/98)

- r. All areas to be offered for public dedication. (5/98)
 - s. Future Street Plan. Applicants for a subdivision, planned unit development, or manufactured home park shall submit as a part of their application, a future street plan. The future street plan shall show the pattern of existing and future streets from the boundaries of the proposed land division and shall include other parcels within 500 feet of the proposed land division property line. The City may determine future neighborhood street connections. A future street proposal may be modified when subsequent development proposals are submitted. (01/02)
- C. Supplemental Information. The following supplemental information shall be required for all PUD Preliminary Plan applications: (201)
- 1. Calculations justifying the proposed density of development. (5/98)
 - 2. Proposed uses of the property, including sites, if any, for attached dwelling units, recreational facilities, parks and playgrounds or other public or semi-public uses. Clearly indicate the purpose, conditions and limitations of such reservations. (201)
 - 3. The approximate location and dimensions of all commercial or multi-family structures proposed to be located on the site. (5/98)
 - 4. Written statement identifying improvements to be made or installed including streets, sidewalks, bikeways, trails, lighting, tree planting, landscaping, and time such improvements are to be made or completed. (201)
 - 5. Written statement outlining proposals for ownership and maintenance of all open space areas, private streets and any commonly owned facilities. (5/98)

3.108.05 Review Procedures

- A. Hearings Officer. All Preliminary Plans for subdivisions, PUDs, and manufactured home park shall be heard by the Hearings Officer pursuant to the procedures set forth in Section 3.202.04. (201)
- B. Time Limit. Approvals of any preliminary plans for a subdivision, PUD, or manufactured home park shall be valid for one year after the date of the written decision. A Final Plat for a subdivision shall be recorded within this time period or the approvals shall lapse. PUDs or manufactured home parks, which do not involve the subdivision of property, shall show substantial progress toward the construction of the project within the one year period or the approval shall lapse. (201)

3. The proposed zone, if it allows uses more intensive than other zones appropriate for the land use designation, will not allow uses that would destabilize the land use pattern of the area or significantly adversely affect adjacent properties. (5/98)

3.110.05 Zone Change Conditions

- A. Imposition of Conditions. Approval of a zone change application may be conditioned to require provisions for buffering or provision of off-site public facilities. In order to impose conditions on a zone change, findings must be adopted showing that: (5/98)
 1. The zone change will allow uses more intensive than allowed in the current zone; and (5/98)
 2. The conditions are reasonably related to impacts caused by development allowed in the proposed zone or to impacts caused by the specific development proposed on the subject property; and (5/98)
 3. Conditions will serve a public purpose such as mitigating the negative impacts of allowed uses on adjacent properties; and (5/98)
 4. The conditions are based upon policies or standards in the Comprehensive Plan or other standards adopted by the City of Keizer. (5/98)
- B. Conditions. Conditions that could meet the criteria in A., include, but are not limited to: (5/98)
 1. Dedication of right-of-way for public streets, utility easements, etc. (5/98)
 2. Improvement of **private roadways or public** streets, including bike paths, curbs, and sidewalks. (5/98)
 3. Provision of storm drainage facilities. (5/98)
 4. Extension of public sewer, storm drain, and water service including over-sizing to permit development on other lands. (5/98)
 5. Provision of fire suppression facilities and equipment. (5/98)
 6. Provision of transit and traffic control facilities. (5/98)
 7. Special building setbacks, orientation, landscaping, fencing, berming, and retention of natural vegetation. (5/98)
 8. Special locations for truck loading, parking, access routes, or any outdoor activity that could impact adjacent property. (5/98)



September 3, 2002

AGENDA ITEM 7a

DELIBERATION - CHEMAWA ACTIVITY CENTER/KEIZER STATION
PLAN - TEXT AMENDMENT/COMPREHENSIVE PLAN CHANGE/ZONE
CHANGE CASE NO. 01-50

To: Mayor Christopher and City Council

From: Maria Meier, Planning Director

Through: Chris Eppley, City Manager

Date: August 29, 2002

Re: Deliberations for Text Amendment/Comprehensive Plan
Amendment/Zone Change Case No. 01-50; Amendment to
Chemawa Activity Center Plan – Proposed Keizer Station Plan

Attached are copies of the Planning Commission recommended Keizer Station Plan and amendments to the Keizer Development Code. These documents, in addition to the language acknowledged by Council for the Comprehensive Plan amendments (Exhibit "107"), must be formally acknowledged by the Council for adoption should the Council determine to adopt the Keizer Station Plan in place of the Chemawa Activity Center Plan.

At the last Council meeting, the City Council evaluated the zoning for each of the sub-areas within the proposed Keizer Station Plan. Materials referenced included references from the June 26, 2002, staff memorandum to Council relating to design standards. The Council concluded its discussions with design standards. The attached materials include **bolded and underlined** language to identify the changes made by Council at the last meeting. Underlined and ~~stricken through~~ language identify changes recommended by the Planning Commission.

Staff recommends the City Council work through each attachment to evaluate the proposed Code Revisions. Staff then recommends the City Council evaluate the proposed Keizer Station Plan document as recommended by the Planning Commission. Due to discussions by Council at the last meeting, staff has identified specific sections within the proposed Keizer Station Plan as recommended by the Commission for the Council to re-consider – these sections are labeled with a bolded * on the side of the page.

The items remaining on the checklist from the last meeting include the following items: Building size limitations, architectural delineation and roof lines, building height restrictions, specific design standards, landscaping requirements, and any other issues identified by Council. **These issues are specifically described in each attachment (Zone or Specific Section of the Keizer Development Code), therefore the Council should review and approve each attachment and the proposed Plan separately.** Staff will be happy to lead the discussion to efficiently identify the changes made by Council at the last meeting, as well as the sections that otherwise need to be acknowledged by Council prior to adoption of the Plan.

If you have any questions regarding the attached material please contact me at (503) 390-3700, ext. 159. Thank you.

ATTACHMENTS

<u>Development Code</u>	<u>Text Amendment References</u>
Attachment A	Employment General (EG) Zone
Attachment B	Summary of Application Types
Attachment C	Keizer Station Master Plan Review
Attachment D	Development Standards
Attachment E	Commercial Mixed Use (CM) Zone
Attachment F	Mixed Use (MU) Zone
Attachment G	Transit Station (Special Use Section)
Attachment H	Industrial Business Park (IBP) Zone
Attachment I	Activity Center Overlay (ACO) Zone
Attachment J	Industrial General (IG) Zone

Planning Commission Recommended Keizer Station Plan

2.119 GENERAL EMPLOYMENT (EG)

2.119.01 Purpose

The General Employment (EG) zone is located in an area of the City reserved for a mix of commercial and industrial development. The zone promotes a mix of allowed uses, the allowed intensity of development, and the development standards. The zone allows a wide range of employment opportunities. The regulations promote areas, which consist of uses and developments, which will support the economic viability of the specific zoning district and of the City. The regulations protect the health, safety and welfare of the public, address area character, and address environmental concerns. The intent is to promote viable and attractive industrial/commercial areas. In addition, the regulations provide certainty to property owners, developers, and neighbors about the limits of what is allowed. The General Employment zone is suitable for the Special Planning District (SPD) Plan designation.

2.119.02 Other Zoning Regulations

The regulations in this section state the allowed uses and development standards for the EG zone. Specific uses or development types may be subject to other applicable regulations in this Ordinance.

2.119.03 Commercial and Industrial Use Limitations

The EG zone is designed to promote a mixed development pattern with industrial and commercial uses to serve as an employment center within the City. This area is a subset of Area A of the Special Planning District (SPD) Comprehensive Plan designation. The EG zone is specifically designed for the property identified as the Village Center in the Keizer Station Plan, physically bound by Tepper Lane to the north, Interstate 5 to the east, Burlington railroad tracks to the west, and Chemawa Road to the south. Uses in the gross acreage described shall be developed as a maximum seventy-five percent (75%) commercial and a minimum twenty-five percent (25%) industrial park. Uses shall be established in conformance with this Section and all other applicable regulations within the Keizer Development Code.

2.119.04 Permitted Industrial Park Uses

Industrial Development. The following uses, when developed under the applicable development standards in the Zoning Ordinance, are permitted in the EG zone on a minimum 25% gross acreage of the Village Center:

A. Manufacturing;

1. ~~Grain mill products. (204)~~
2. Bakery products. (205)
3. Beverages. (208)
4. Miscellaneous food preparations and kindred products. (209)

ATTACHMENT A

5. The manufacture of meat products (201) but excluding both meat packing plant (2011) and any on site abattoirs and slaughtering, rendering of fats, processing of hides and maintenance of live animals or fowl. (Poultry slaughtering and processing (2015))
6. Textile mill products. (22)
7. Apparel and other finished products made from fabrics and similar products. (23)
8. Wood kitchen cabinets. (2434)
9. Nailed and lock corner wood boxes and shook. (2441)
10. Wood products, not elsewhere classified. (2499)
11. Furniture and fixtures. (25)
12. Paperboard containers and boxes. (265)
13. Printing, publishing, and allied industries. (27)
14. Drugs (283). **BUT EXCLUDING biological products, except diagnostic substances (2836)**
15. ~~Soaps, detergents, and cleaning preparations, perfumes, cosmetics, and other toilet preparations. (284)~~
16. ~~Miscellaneous plastic products. (308)~~
17. Leather and leather products (31) BUT EXCLUDING leather tanning and finishing. (311)
18. Glass products, made of purchased glass. (323)
19. Pottery and related products. (326)
20. Metal cans and shipping containers. (341)
21. Cutlery, hand tools, and general hardware. (342)
22. Heating equipment, except electric and warm air, and plumbing fixtures. (343)
23. Fabricated structural metal products. (344)
24. Screw machine products, and bolts, nuts, screws, rivets, and washers. (345)
25. Metal forgings and stampings. (346)
26. Metalworking machinery and equipment. (354)
27. Special industry machinery, except metalworking machinery. (355)
28. Pumps and pumping equipment. (3561)

ATTACHMENT A

29. Office, computing, and accounting machines. (Computer and Office Equipment (357); Calculating and Accounting Machines, Except Electronic Computers (3578); Office Machines, Not Elsewhere Classified (3579))
 30. Electrical and electronic machinery, equipment, and supplies. (Electronic and other electrical equipment and components, except computer equipment (36))
 31. Transportation Equipment. (37)
 32. Measuring, analyzing, and controlling instruments; photographic, medical, and optical goods; watches and clocks. (38)
 33. Miscellaneous manufacturing industries. (39)
- B. Transportation, communications, electric, gas, and sanitary services;**
1. ~~Motor freight transportation and warehousing. (42)~~
 2. Communication. (48)
 3. Public Utility Structures and Buildings. (Electric, Gas, and Sanitary Services (49))
- C. Wholesale trade-nondurable goods (51) BUT EXCLUDING poultry and poultry products (5144), livestock (5154), farm-product raw materials, not elsewhere classified (5159), chemicals and allied products (516), tobacco and tobacco products (5194), and nondurable goods, not elsewhere classified. (5199)**
- D. Wholesale trade-durable goods (50) BUT EXCLUDING automobiles and other motor vehicles (5012), lumber and other construction materials (503), coal and other minerals and ores (5052), construction and mining machinery and equipment (5082) and scrap and waste materials. (5093)**
- E. The uses listed in above sections 2 through 4, excluding 2c shall:**
1. Be within an enclosed building; and
 2. Permit retail sales of products manufactured on the site.
- F. Services**
1. Computer and data processing services. (737)
 2. Research and development laboratories.
 3. Management, consulting, and public relations services. (Management and Public Relations Services (874))

ATTACHMENT A

4. Noncommercial educational, scientific, and research organizations.

G. Office Uses:

1. Any use allowed in Section 2.108, Commercial Office excluding those residential uses listed in Section 2.108.02A, B, C, PP, and RR and parking lots U.
2. Finance, Insurance, and Real Estate:
 - a) Commercial and Stock Savings Banks. (602)
 - b) Mutual Savings Bank.
 - c) Savings and Loan Associations. (603)
 - d) Personal Credit Institutions. (614)

H. Retail trade:

1. Eating and drinking places.

I. Services:

1. Hotels, motels, and tourist courts.
2. Child daycare services.
3. Membership sports and recreation clubs.
4. Amusement and recreation (79), BUT EXCLUDING golf courses (7992) and amusement parks (7996).
5. Public and private sports facilities including but not limited to stadiums, arenas, ice rinks, parks, and aquatic facilities.
6. Miscellaneous services.

J. Transit stop shelters.

K. Flexible Space Uses

1. The following uses, when restricted, developed, and conducted as required in subsection 2 below, are permitted as industrial business park uses within the EG zone:
 - a. Food Stores (54). (5/98)
 - b. Apparel and Accessory Stores (56). (5/98)
 - c. Furniture, Home Furnishings and Equipment Stores (57). (5/98)
 - d. Miscellaneous Retail; BUT EXCLUDING used merchandise stores (59). (5/98)

ATTACHMENT A

e. Business Services. (5/98)

f. Miscellaneous Repair Services. (5/98)

2. In the Keizer Station where Flexible Space uses are to be developed as industrial business park uses within the EG zone, 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 (a)(i)-(iv). (5/98)

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 contiguous, IBP zoned property including any internal public streets. (5/98)

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. (5/98)

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.

2.119.05 Special Permitted Industrial Park Uses

A. The following uses, when developed under the applicable development standards, are permitted in the EG zone with the ability to occupy up to a maximum of 10% of the area identified for industrial use within the EG zone:

1. Public administration;

a. Fire protection. (9224)

ATTACHMENT A

- b. Medical Centers.

2. Office Uses:

- a. ~~Any use allowed in Section 2.108, Commercial Office excluding those residential uses listed in Section 2.108.02A, B, C, PP, and RR and parking lots U.~~

- b. ~~Finance, Insurance, and Real Estate;~~

- 1) ~~Commercial and Stock Savings Banks. (602)~~

- 2) ~~Mutual Savings Bank.~~

- 3) ~~Savings and Loan Associations. (603)~~

- 4) ~~Personal Credit Institutions. (614)~~

- B. Accessory structures and uses prescribed in Section 2.203.

2.119.06 Permitted Commercial Uses

Commercial Development. The following uses, when developed under the applicable development standards in the Zoning Ordinance, are permitted in the EG zone on a maximum 75% gross acreage of the Village Center:

- A. One or more buildings with one or more dwelling units or guest rooms, and/or, one or more other uses allowed in this section on a lot.
- B. Residential homes and facilities.
- C. Child day care service, including family day care provider. (8351)
- D. Public parks, playgrounds, community clubs including swimming, tennis and similar recreational facilities, and other public and semi-public uses.
- E. Landscape counseling and planning (0781).
- F. Offices for any use listed in SIC Division C - Construction.
- G. Commercial printing (275).
- H. Transportation, Communication and Utilities.
 - 1. Public utility structures and buildings.
 - 2. Post office (43).
 - 3. Travel agency (4722).
 - 4. Communications (48).

ATTACHMENT A

I. Retail Trade.

1. **Building materials, hardware, retail nurseries, and garden supply (52), BUT EXCLUDING mobile home dealers (527).**
2. **General merchandise stores (53).**
3. **Food stores (54).**
4. **Apparel and accessory stores (56).**
5. **Home furniture, furnishings, and equipment stores (57).**
6. **Eating and drinking places (58).**
7. **Miscellaneous retail (59), BUT EXCLUDING fuel and ice dealers (598).**
8. **Electrical and lighting shops and office machines and equipment stores.**

J. Business, Professional and Social Services.

1. **Finance, insurance and real estate (60, 61, 62, 63, 64, 65, 67).**
2. **Hotels, motels and tourist courts (701).**
3. **Organization hotels and lodging houses on membership basis (704).**
4. **Personal services (72) BUT EXCLUDING industrial laundrerers (7218).**
5. **Business services (73) BUT EXCLUDING disinfecting and exterminating services (7342).**
6. **Parking lots in accordance with Section 2.303.04 of this Ordinance. (7521)**
7. **Miscellaneous repair services (76).**
8. **Motion pictures (78), BUT EXCLUDING drive-ins (7838).**
9. **Amusement and recreation (79), BUT EXCLUDING golf courses (7992) and amusement parks (7996).**
10. **Health services (80), BUT EXCLUDING hospitals (806).**
11. **Legal services (81).**
12. **Elementary and secondary schools (8211).**
13. **Correspondence schools and vocational schools (824).**

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14. Schools and educational services not elsewhere classified (829).
 15. Social services (83).
 16. Museums, art galleries, botanical and zoological gardens (84).
 17. Membership organizations (86).
 18. Miscellaneous services (89).
- K. **Public Administration** (91 - 97).
- 2.119.07 Special Permitted Commercial Uses**
The following uses, when developed under the applicable development standards in the Ordinance and special development requirements, are permitted in the EG zone:
- A. Any commercial use, as identified in Sections 2.119.06 I. and 2.119.07 C(4) below, structures that exceed 60,000 square feet in floor area in accordance with Section 2.119.08 A below.
 - B. Accessory structures and uses prescribed in Section 2.203.
 - C. The following special uses subject to the applicable standards in Section 2.4 and shall be considered commercial uses in the EG zone:
 1. House of Worship (Section 2.423).
 2. Veterinary services (074) (Section 2.414).
 3. Funeral service and crematories (726) (Section 2.415).
 4. Used Merchandise Store (Section 2.417).
 5. Service stations (554) (Section 2.419) except as provided in Section 2.119.07 below.
 6. Automobile services (75) (Section 2.420) BUT EXCLUDING automotive rental and leasing, without drivers (751), automotive repair shops (753), automotive repair (754).
 7. Commuter Rail Station

2.119.08 Use Restrictions

- A. In the EG zone, a maximum number of three (3) commercial use structures as permitted in 2.119.07 A, may be allowed a maximum of 120,000 square feet ground floor area each or a maximum total of 350,000 square feet ground floor area for all three buildings.
- B. The following uses are prohibited to be established in the EG zone:
 1. Farm Use.

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2. The rendering, processing, or cleaning of animals, fish, seafood's, fowl, poultry, fruits, vegetables, or dairy products for wholesale use.
3. Vehicle sales and secondary repair.
4. General Storage, including boat and RV storage.
5. Recreational vehicle parks (7033).
6. Automotive Dealers (55), except as provided in Section 2.119.06 above.
7. Automotive rental and leasing, without drivers (751).
8. Automotive repair shops (753).
9. Automotive services, except repair (754).

2.119.08 Development Standards

- A. **Purpose.** The Keizer Station Plan requires the development of Master Plans for each of the five sub-areas. This process provides the City Council with an opportunity to review development proposals in conformance with the Keizer Development Code and the adopted Keizer Station Plan. Master Plans for each sub-area are required to meet the criteria identified in Section 3.113 of the Code.
- B. **Master Plan Required.** A master plan must be reviewed and approved by the City Council prior to subdivision platting. The Master Plan shall be reviewed through a Type II-B review process in accordance with this Section. It is recognized that the applicant of the master plan for the area may not own or control all the land within the master plan boundary. At least 50% of the gross acres within the EG zone must be owned by the same person prior to application for master plan approval. The master plan shall still cover the entire EG zone. For those portions not owned or controlled by the applicant, the Master Plan shall focus on a cohesive interconnected system of planned public facilities and shall set general guidelines to be used throughout the Master Plan area. Subdivision approval shall be based upon the zone and Section 3.108 as applicable.
 1. The Master Plan will be developed and considered in accordance with the requirements of the Activity Center Overlay provisions (Section 2.125 of the Keizer Development Code). Once a Master Plan is adopted, the proposed development of each use shall be reviewed through Development Review as required in Section 2.315 of the Keizer Development Code. In the case of conflicts between the Keizer Station Plan and the Keizer Development Code, the Keizer Station Plan standards will apply.
 2. The Master Plan shall include a detailed transportation system design plan for the EG zone. The location of transit facilities shall conform to Section 2.305 of the Code.

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2.119.09 Dimensional Standards

- A. Purpose. The lot size standards promote new lots with sizes and shapes that are practical to assemble and develop. The standards are intended to prevent the creation of small lots, which are difficult to develop or to aggregate with other lots. The standards also discourage narrow lots, which increase demand for curb cuts. The EG zone is specifically designed for the property described as follows: physically bound by Tepper Lane to the north, Interstate 5 to the east, Burlington railroad tracks to the west, and Chemawa Road to the south. Uses in the gross acreage described shall be developed as a maximum seventy-five percent (75%) commercial and a minimum twenty-five percent (25%) industrial park. Uses shall be established in conformance with this Section and all other applicable regulations within the Keizer Development Code. Therefore, the division of such ground shall be approved to the standards in subsection 2.119.09.B. below.
- B. Minimum Lot Dimension Requirements.
1. Within the acreage identified for commercial uses, at least eighty percent (80%) of the lots must meet Standard A stated in the table within this subsection and the remainder lots must meet Standard B.
 2. Within the acreage identified for industrial uses, at least eighty percent (80%) of the lots must meet Standard C stated in the table within this subsection and the remainder of the lots must meet Standard D.
 3. Exempt Lots. Lots or tracts created for the purposes of providing a right-of-way or dedicated open space are exempt from the lot size and shape standards of this section.

Development Type	Lot Standard	Minimum Lot Area	Average Width	Average Depth
Commercial	Standard A	20,000 sq. ft.	100 ft.	100 ft.
	Standard B	10,000 sq. ft.	75 ft.	75 ft.
	Standard C	4 acres	350 ft.	350 ft.
Industrial Park	Standard D	1 acre	150 ft.	150 ft.

2.119.10 Development Standards

- A. Setback from Residential Areas. Where the EG zone abuts a residential district, except another Industrial type zone, directly or across an alley or railroad tract, there shall be a minimum required yard of forty (40) feet in depth adjacent to the lot line separating the EG zone from the abutting district. The 40-foot required yard shall not be varied and shall be landscaped in accordance with Section 2.309. [Alternative additional language: The 40 foot required buffer shall not be included in the minimum percentage for landscaping on a lot.]

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B. Height, Setback, Coverage, and Landscaping Requirements

Development Type	Building Standards			Building Setbacks			Minimum Landscaping	
	Maximum Height	Maximum Building Size	Maximum Lot Coverage	Street-side		Side/Rear Not Adjacent to Residential zone	Adjacent to Residential zone	Percentage of Lot Area
				Min	Max			
Commercial	50 ft. (1)	60,000 sq. ft. (2)	85% (3)	10 ft.	20 ft. (4)	None	40 ft.	15% (5)
Industrial Park	80 ft. (1)	None	80% (3)	25 ft.	None	None	40 ft. plus 2 ft. for each foot of bldg. height over 50 ft.	20% (5)

(1) Height Exceptions. Exceptions to the maximum height standard are stated below.

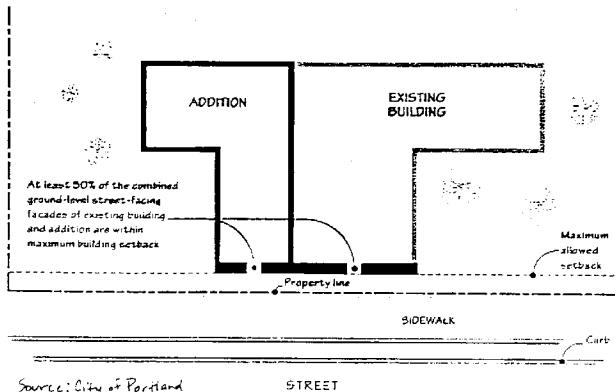
- a. Projections allowed. Chimneys, flag poles, satellite receiving dishes, and other items similar with a width, depth, or diameter of 5 feet or less may rise 10 feet above the height limit, or 5 feet above the highest point of the roof, whichever is greater. If they are greater than 5 feet in width, depth, or diameter, they are subject to the height limit.
 - b. Rooftop mechanical equipment. All rooftop mechanical equipment must be set back at least 15 feet from all roof edges that are parallel to street lot lines. Elevator mechanical equipment may extend up to 16 feet above the height limit. Other rooftop mechanical equipment which cumulatively covers no more than 10 percent of the roof area may extend 10 feet above the height limit.
 - c. Radio and television antennas, utility power poles, and public safety facilities are exempt from the height limit.
- (2) Structures that exceed 60,000 sq. ft. must comply with Sections 2.119.06.A and 2.119.07.A.
- (3) Maximum lot coverage allowed for buildings, accessory structures and paved parking.
- (4) Alternative maximum setback option for large commercial uses.
- a. Purpose. The intent of these regulations is to allow deeper street setbacks for very large retail stores locating along transit street or street in a pedestrian district in exchange for a pedestrian and transit-friendly main street type of development. These large commercial sites can still be transit-supportive and pedestrian-friendly by placing smaller commercial buildings close to the street and by creating an internal circulation system that is similar to streets to separate the parking area into blocks. The intent is to encourage development that will, over time, form a pedestrian-friendly main street along the perimeter of the parking blocks.

ATTACHMENT A

- b. Regulation. Commercial buildings that exceed 60,000 square feet of floor area are exempt from the maximum setback requirements identified in Section 2.119.10.B. if all of the following are met:
- (i) Other buildings on the site have ground level walls within the maximum setback for at least 25 percent of the frontage on a transit street or street in a pedestrian district. For sites with frontage on more than one transit street or in a pedestrian district, the following regulations below apply. These buildings must be constructed before or at the same time as the large commercial use;
 - (a) Frontage on more than one transit street. Where the site is adjacent to more than one transit street, the following standards apply:
 - (b) If two or more of the transit streets intersect, at least 50% of the length of the ground level street facing façade of the building must be within the maximum setback along two of the intersecting transit streets, but does not need to be met along others; the applicant may choose which intersection; and
 - (c) If none of the transit streets intersect, at least 50% of the length of the ground level street facing façade of the building must be within the maximum setback; the applicant may choose which street.
 - (ii) Connections between sites. The system must connect the buildings on the site to all adjacent properties.

[Alternative (4) At least 50 percent of the length of the ground level street facing facade of a building must be within the maximum setback.]

Alteration to Existing Building in Conformance with Maximum Setback Standard



- (5) Landscaping. Landscaping shall meet all applicable standards identified in Section 2.309 of the Code.

D. Design Standards. All development in the EG zone shall comply with applicable standards in Section 2.315 of the Code, in addition to the standards below:

1. Exterior Display, Storage, and Work Activities.

- a. Exterior display and storage is allowed. Exterior display and storage shall not be located within required setbacks nor required landscaped areas. Exterior display and exterior storage areas shall not be located within 100 feet of any property line within 60 feet of a residential zone.
- b. Exterior work activities are allowed in the areas identified for industrial development. Exterior work activities shall not be located within required setbacks nor required landscaped areas. Such exterior work activities shall not be located within 100 feet of any property line within 60 feet of a residential zone.

2. All development must comply with the applicable standards identified in the Code including, but not limited to, the following:

Section 2.125	Activity Overlay Zone
Section 2.3	General Development Standards
Section 2.301	General Provisions
Section 2.302	Street Standards
Section 2.303	Off-Street Parking and Loading
Section 2.305	Transit Facilities
Section 2.306	Storm Drainage
Section 2.307	Utility Lines and Facilities
Section 2.308	Signs
Section 2.309	Site and Landscaping Design
Section 2.310	Development Standards for Land Divisions
Section 2.312	Yard and Lots Standards
Section 2.315	Development Standards
Section 2.4	Special Uses

3.101 SUMMARY OF APPLICATION TYPES

There are four types of development permits and land use actions, each with its own procedures as found in Chapter 3.2. (5/98)

3.101.01 Type I Action - Summary

Type I actions are administrative reviews processed by the City staff according to the procedures found in Section 3.202.01. The review standards are generally clear and objective and allow little or no discretion. This process is further divided into two parts: (5/98)

- A. Type I-A: A ministerial action reviewed by staff based on clear and objective standards. No conditions may be placed on the decision and notice of the decision is sent only to the applicant. Appeal is to the Hearings Officer, except that the Site Plan Review is appealed to the Planning Commission. The following actions are processed under the Type I-A procedure: (5/98)
 1. Signs (excluding variances or conditional uses) (5/98)
 2. Floodplain Development Permit (excluding variances or conditional uses) (5/98)
 3. Greenway Development Permit (excluding variances or conditional uses) (5/98)
 4. Temporary Use Permit (5/98)
 5. Development Standards - Review (5/98)
- B. Type I-B: A ministerial action reviewed by staff based on generally clear and objective standards with some discretion afforded to staff. Conditions may be placed on the decision and notice is sent to the applicant and property owners within the required notice area. Appeal is to the Hearings Officer. The Zoning Administrator may refer any application to the Hearings Officer or the City Council for public hearing and decision. The following actions are processed under the Type I-B procedure: (5/98)
 1. Variance (Major and Minor) (5/98)
 2. Lot Line Adjustment (5/98)
 3. Conditional Use (5/98)
 4. Partitions (5/98)

3.101.02 Type II Actions - Summary

- A. Type II-A: A Type II action is a quasi-judicial review in which the Hearings Officer applies a mix of objective and subjective standards that allow considerable discretion. A Type II action follows the procedures found in Section 3.202.03. Staff has an advisory role. The Zoning Administrator may refer any application to the City Council for public hearing and decision bypassing the Hearings Officer. Public notice and a public hearing are provided. Section 3.202 lists the notice requirements. Appeal of a Type II decision is to the City Council. The following actions are processed under a Type II procedure: (5/98)
1. Subdivision (5/98)
 2. Planned Unit Development (5/98)
 3. Manufactured Home Parks (5/98)
- B. Type II-B: A quasi-judicial action in which the City Council applies a mix of objective and subjective standards that allow considerable discretion. Type II-B actions follow the procedures found in Section 3.204.02. Staff has an advisory role. The City Council shall hold a public hearing and make the decision instead of the Hearings Officer. Public notice and a public hearing are provided. Section 3.202 lists the notice requirements. Section 3.206 sets forth the hearings process. The following actions are processed under a Type II-B procedure:
1. Keizer Station Master Plans, Subdivision and Partitioning

3.101.03 Type III Actions - Summary

A Type III action is a quasi-judicial process in which the City Council applies a mix of objective and subjective standards. A Type III action follows the procedures found in Section 3.202.03. Staff and the Hearings Officer have advisory roles. Public notice is provided and public hearings are held before the Hearings Officer and City Council. Section 3.202 lists the notice requirements. In addition to applications by private parties, the City Council, by resolution, may initiate a Type III action. Appeal of the decision is to the Land Use Board of Appeals (LUBA). The following actions are processed under a Type III procedure: (5/98)

- A. Comprehensive Plan Map Amendments (involving 5 or fewer adjacent land ownerships) (5/98)

- B. Zone Changes (involving 5 or fewer adjacent land ownerships) (5/98)
- C. Annexation (5/98)

3.101.04 Type IV Actions - Summary

A Type IV action is a legislative review in which the City considers and enacts or amends laws and policies. Private parties cannot apply for a Type IV action; it must be initiated by City staff, Planning Commission, or City Council. Public notice and hearings are provided in a Type IV process. The following actions are processed under a Type IV procedure: (5/98)

- A. Text Amendments to the Comprehensive Plan (5/98)
- B. Text Amendments to the Development Code (5/98)
- C. Enactment of new Comprehensive Plan or Development Code text (5/98)
- D. Comprehensive Plan Map Amendments (involving more than 5 adjacent land ownerships, or, non-adjacent properties) (5/98)
- E. Zone Changes (involving more than 5 adjacent land ownerships, or, non-adjacent properties) (5/98)

LAND USE APPLICATION PROCESS

LAND USE ACTION	TYPE	STAFF	HEARINGS OFFICER	PLANNING COMMISSION	CITY COUNCIL
Administrative: Sign, Floodplain, Greenway, Temporary Use	I-A	Final Decision	Appeal of Staff Decision		Appeal of H.O. decision
Administrative: Development Standards Review	I-A	Final Decision		Appeal of Staff Decision	Appeal of Planning Commission Decision
Conditional Use (All)	I-B	Final Decision	Appeal of Staff Decision		Appeal of H.O. Decision
Variance (All)	I-B	Final Decision	Appeal of Staff Decision		Appeal of H.O. Decision

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LAND USE ACTION	TYPE	STAFF	HEARINGS OFFICER	PLANNING COM-MISSION	CITY COUNCIL
Lot Line Adjustment	I-B	Final Decision	Appeal of Staff Decision		Appeal of H.O. Decision
Partition	I-B	Final Decision	Appeal of Staff Decision		Appeal of H.O. Decision
Keizer Station Master Plan Review	II-B	Recommend to City Council			Final Decision
Subdivision	II	Recommend ation to Hearings Officer	Final Decision		Appeal of H.O. Decision
Planned Unit Development	II	Recommend ation to Hearings Officer	Final Decision		Appeal of H.O. Decision
Manufactured Home Park	II	Recommend ation to Hearings Officer	Final Decision		Appeal of H.O. Decision
Comprehensive Plan Map Amendment	III	Recommend ation to Hearings Officer	Recommend ation to City Council		Final Decision
Zone Change	III	Recommend ation to Hearings Officer	Recommend ation to City Council		Final Decision
Annexation	III	Recommend ation to Planning Commission		Recommend ation to City Council	Final Decision
Text Amendments; Legislative Zone and Plan Map Changes	IV	Recommend ation to Planning Commission		Recommend ation to City Council	Final Decision
		Commission			

3.113 KEIZER STATION MASTER PLAN REVIEW**3.113.01 Area of Application**

The Keizer Station Plan requires the development of Master Plans for each of the five sub-areas. This process provides the City Council with an opportunity to review development proposals in conformance with the Keizer Development Code and the adopted Keizer Station Plan. Each Master Plan shall be reviewed through a Type II-B review process.

3.113.02 Review Procedures

Type II-B actions follow the procedures found in Section 3.204.02. Staff has an advisory role. The Zoning Administrator shall make a recommendation to the City Council for public hearing and decision bypassing the Hearings Officer. Public notice and a public hearing are provided. Section 3.202 lists the notice requirements. Section 3.206 sets forth the hearings process.

3.113.03 Submittal Requirements

A. Village Center.

1. Engineering and architectural site plans showing all structures in relation to projected final topography of the project, all proposed connections to existing or proposed roads, utilities, open space and parking areas, depicting the number and types of spaces.
2. Landscape plans showing the common and botanical name of plant species, the number and size of plantings and demonstrating the location and type of irrigation.
3. Plans, elevations, typical cross-sections and typical wall sections of all building areas.
4. Elevations of the buildings to determine the specific configuration and relationship of design elements of the building exterior, which describe the aesthetic and technical aspects of the building exterior, including materials.

5. Plants, elevations, typical cross sections of the interior space layout of the building areas, entrance canopies, interior public courts, specialty areas, and service area layouts.
6. Proposed layouts for exterior signage and graphics.
7. Preliminary outline specifications describing exterior construction materials and methods, including indications of colors, finishes, and patterns.
8. An outline of amenities, including, but not limited to, public art, furniture, handrails, seating areas and food areas, if any.
9. A description of servicing requirements, trash compactors and related areas, loading docks, etc.
10. Calculation of gross building, parking and open space.
11. Detailed cost estimate pertaining to the construction of the improvements as presented in the Design Development Drawings, for review and comment only.
12. For any project for which the projected daily 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.

B. Retail Service Center.

1. Location of land uses, open spaces, and pedestrian and vehicular circulation and a written explanation showing how these features achieve the purpose of the activity center design plan.
2. For any project for which the projected daily 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.

C. Keizer Station Center.

1. Location of land uses, open spaces, and pedestrian and vehicular circulation and a written explanation showing how these features achieve the purpose of the activity center design plan.
2. For any project for which the projected daily 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.

D. Commerce Center.

1. Location of land uses, open spaces, and pedestrian and vehicular circulation and a written explanation showing how these features achieve the purpose of the activity center design plan.
2. For any project for which the projected daily 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.

3.113.04 Review Criteria

Approval of a Master Plan for a subarea of the Keizer Station Plan shall require compliance with the following:

- A. The master plan shall meet the purpose and objectives identified in the Keizer Station Design Plan.
- B. The master plan shall meet the following standards as identified in the Keizer Station Plan:
 1. Design standards
 2. Transportation system standards
 3. Utility standards
 4. Parking standards

5. Landscape standards

C. Development Strategies1. Pedestrian Access, Safety and Comfort

- a. If in the EG zone, the building(s) shall have at least one primary entrance facing every abutting street, or is /are directly accessed by a sidewalk or plaza within 20 feet of the primary entrance.
- b. Building entrances in the EG zone open directly to the outside; every building has at least one entrance that does not require passage through a parking lot or garage to gain access; corner buildings have corner entrances whenever possible.
- c. Parking and vehicle drives are located away from building entrances, and not between a building entrance and the street, except as may be allowed when a direct pedestrian connection is provided from the sidewalk to the building entrance.
- d. Surface parking is oriented behind or to the side of a building when possible; parking shall be accessed from an alley when possible; and parking shall not be located on street corners if in the EG zone.
- e. For driveways that service uses that require more than 100 parking spaces, such driveway intersections with Radiant Drive shall not have any parking within twenty-five feet of the driveway intersection. This area shall be landscaped in accordance with Section 2.309 of the Keizer Development Code.
- f. The proposal contains an equally good or superior way to achieve the above criterion and guidelines.

2. Vehicular Movement

- a. Encourage a traffic design to loop or turn around at the north end of Radiant Drive to encourage traffic to return south to interchange access rather than through Tepper Lane. Traffic to enter and exit the development at locations other than Tepper Lane.

3. Crime Prevention and Security

Crime prevention shall be considered in the site design through application of all of the following guidelines:

- a. Territoriality – All proposed building entrances, parking areas, pathways and other elements are defined with appropriate features that express ownership. (Generally, people protect and maintain territory that they feel is their own and have a certain respect for the territory of others.) For example, landscaping, fences, pavement treatments, art and signs are some physical ways to express ownership through design. Such features should not conflict with the need for natural surveillance, as described in b.; and
- b. Natural Surveillance – The proposed site layout, building and landscape design promote natural surveillance. Physical features and activities should be oriented and designed in ways that maximize the ability to see throughout the site. For example, window placement, the use of front porches or stoops, use of low or see-through walls, and appropriate use of landscaping and lighting can promote natural surveillance. Sight-obscuring shrubs and walls should be avoided, except as necessary for buffering between commercial uses and lower density residential districts, and then shall be minimized; and
- c. Activity Support – The proposed site layout and building design encourage legitimate activity in public spaces. For example, locating outdoor seating in areas that are visible from inside a restaurant helps to discourage crime and supports the activity of dining; and
- d. Access Control – By properly siting and designing entrances and exits (i.e., in clear view from the store), and through the appropriate use of lighting, signs and/or other features, the proposed plan controls access in ways that discourage crime; and/or
- e. The proposal contains an equally good or superior way to achieve the above criterion and guidelines.

4. Reduced Parking

Reduce or waive minimum off-street parking standards. The applicant may request a reduction to or waiver of parking standards based on a parking impact study. The study allows the applicant to propose a reduced parking standard based on estimated peak use, reductions due to easy pedestrian accessibility; availability of transit service, and likelihood of car pool use; and adjacent on-street parking. The parking study is subject to review and approval or modification by the City.

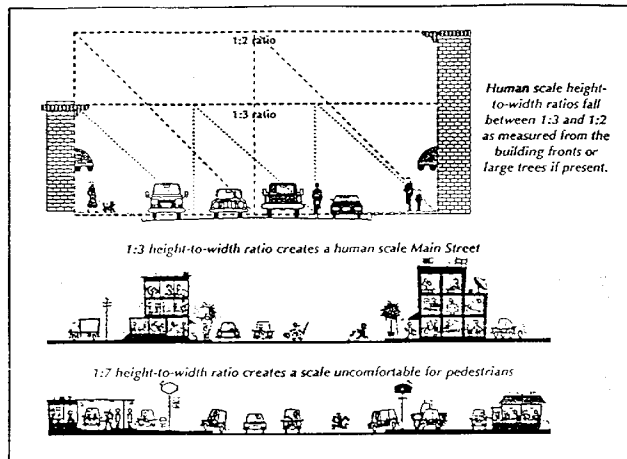
5. Creating and Protecting Public Spaces

- a. The development provides at least 20 square feet of public space, in addition to required sidewalk(s), for every 10 off-street surface parking spaces or 1,000 square feet of floor space, whichever is greater.
- b. Public space may be a landscaped open space or plaza with pedestrian amenities, as approved by the City Council.

6. Human Scaled Building Design

Building facades are designed to a human-scale, for aesthetic appeal, pedestrian comfort, and design character of a development.

- a. Height to width ratios of 1:2 and 1:3 shall be developed for structures built within 20 feet along Radiant Drive.



(Source: Main Street Handbook).

- b. The City Council may determine architectural character, continuity of building sizes, roof forms, rhythm of window and door spaces and the general relationship of buildings to public spaces such as street, plazas, other open space and public parking.
- c. The City Council may determine a minimum distance along Radiant Drive that may require development to be constructed to abut Radiant Drive to the above referenced standards.
- d. The proposal contains an equally good or superior way to achieve the above criterion and guidelines.

3.113.04 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 under-structure parking.
- 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.
- 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.

2.315 DEVELOPMENT STANDARDS

2.315.01 Purpose

The Development Standards are intended to implement the Keizer Comprehensive Plan and the purpose of each zoning district. They do this by promoting functional, safe, and attractive developments that maximize compatibility with surrounding uses and commercial corridors, and that are compatible with and enhance the transportation system. Development Standards mitigate potential conflicts and problems, and maximize harmonious relationships. Alternatives to the Design Standards on a case-by-case basis may be reviewed and approved as a land use action. In such cases, the purpose of this ordinance shall be met through factual findings and conclusions about the proposed design, and attachment of specific conditions if necessary, by the review body. Application of Development Standards does not evaluate the proposed use, nor the specific architectural style or design. Rather, the Development Standards focus on the structural elements of texture, color, and materials, and on the site elements of building placement. (5/98)

2.315.02 Application of the Development Standards

Development Standards are applied in one of three ways: (5/98)

- A. The Development Standards embodied in this ordinance are administratively reviewed at the time of a building permit. Compliance to the standards is a condition of building permit approval. These standards are intended to be objective and to serve as a guide to designers of developments. (5/98)
- B. The Development Standards embodied in this ordinance are to be perpetually maintained on all properties. This particularly applies to color and facade materials, which may possibly change without requiring a building permit. (5/98)
- C. In the event a development proposal or a change to an existing building does not conform to the standards contained in this ordinance due to an applicant wishing to propose alternatives, the applicant may choose to apply for approval of a Development Review application, which is a land use application processed in the same manner as a conditional use. (5/98)

2.315.03 Relationship to Other Regulations

The Development Review process does not supersede or is not superseded by other regulations. Approval of an application for Development Review does not relieve the applicant of responsibility for compliance with other applicable codes, ordinances, statutes, or regulations. (5/98)

2.315.04 Review Procedures

- A. No building permit will be issued for a use requiring Development Review until the application for Development Review is approved. (5/98)
- B. In instances where conformance to the standards is outside of the scope of a building permit, such as repainting a building, the owner shall be responsible for conformance with these standards. (5/98)
- C. When an applicant wishes to proposed an alternative to the Development Standards, they may apply for a Development Review. A Development Review application shall comply with the procedures for a Conditional Use Permit in Section 3.103, with the initial decision rendered by the Planning Commission (Section 3.103.06.C.). (5/98)

2.315.05 Applicability

Conformance with the Development Standards is required in these instances, except where modified in the specific standard: (5/98)

- A. The following buildings and uses are subject to these standards: (5/98)
 - 1. Any commercial or office use
 - 2. Any industrial use
 - 3. Any public buildings designed for regular human occupancy, other than schools. (5/98)
 - 4. Any residential development involving four or more attached dwelling units or apartments
- B. The Standards shall specifically apply only in the following circumstances: (5/98)
 - 1. Construction of new buildings
 - 2. Expansions of existing buildings by 500 square feet or more. (5/98)
 - 3. Any external remodeling of a structure that requires a building permit. (5/98)
 - 4. All buildings in matters relating to color or facade materials. (5/98)

2.315.06 Non-Applicability

Development Standards specifically do not apply to the following uses: (5/98)

- A. Agricultural uses
- B. Any residential building housing three or fewer dwelling units
- C. Accessory structures of less than 500 square feet. (5/98)
- D. Any interior remodeling
- E. A temporary business

2.315.07 Non-Conforming Buildings

Any building that does not conform to the development standards for color or facade materials on the date this ordinance is effective is considered non-conforming as defined and regulated within the zoning ordinance. (5/98)

2.315.08 Development Standards

All applicable development must meet the following standards: (5/98)

A. Internal Pedestrian Circulation

1. **Connection Required.** The internal pedestrian circulation system for the proposed development must connect to other areas of the site, to other building entrances, to adjacent streets and to nearby transit stops. (5/98)
2. **Location, Design.** Walkway(s) shall be located so that a pedestrian can conveniently walk between a transit street and the main entrance to a building(s). A raised walkway or a walkway that is separated from the auto travel lane and parking by a raised curb or other physical barrier, other than where it crosses a driveway, shall be provided. If a raised path is used the ends of the raised portions must be equipped with curb ramps. (5/98)
3. **Driveway Crossings.** Driveway crossings shall be minimized and in no case exceed 30 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 or other similar method. (5/98)

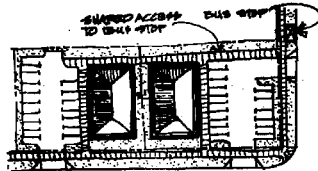


Figure 1 – Pedestrian Access Standards

4. **Lighting.** Lighting shall be provided along all walkways. Pedestrian walkways must be lighted to a level where the system can be used at night by employees and customers. (5/98)
5. **Walkway Coverage.** Walkways along building frontages shall be covered with awnings, or building overhangs. The minimum vertical clearance shall be 9 feet for awnings and 12 feet for building overhangs. (5/98)
6. **Dimensions.** Walkways shall be at least five feet in paved unobstructed width. 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 have a maximum slope of 8% and a maximum cross slope of 2%. (5/98)
7. **Additional Street Access.** A walkway from a building entrance to a public street shall be provided for every 300 feet of street frontage or for every eight rows of vehicle parking, whichever is the greater distance. (5/98)
8. **Access to Adjacent Property.** If it can be reasonably expected that 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. (5/98)
9. **The building permit or site plan review application shall designate walkways and pedestrian connections on the proposed site plan or findings shall be submitted demonstrating that the walkway or connection is infeasible. The findings will be evaluated during the building permit or site plan review process.** (5/98)

B. Building Design

1. **Ground floor windows** – In the CM, CR, EG and MU zones, all street-facing elevations containing permitted uses as listed under Sections 2.110.02 F, G, H, I, J and K shall have no less than 50 percent of the ground floor wall area with windows, display areas or doorway openings. (5/98)

2. Building facades - Facades that face a public street shall extend no more than 30 feet without providing a variation in building materials, a building off-set of at least 2 feet, or a wall area this is entirely separated from other wall areas by a projection, such as a porch or a roof over a porch. No building facade shall extend for more than 300 feet without a pedestrian connection between or through the building. (5/98)

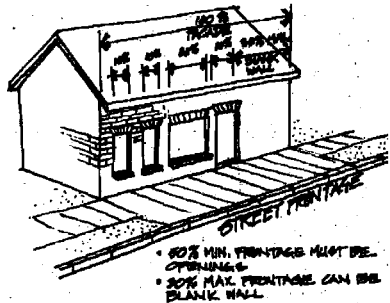


Figure 2 – Façade Standards

3. Awnings - Awnings, canopies, or arcades shall be tent shaped and shall be provided along building storefronts abutting a public sidewalk. Awnings and canopies shall be constructed of canvass, vinyl, or similar standard awning material. Awnings and canopies shall not be back lit. (5/98)
4. Materials and Texture
- All buildings shall have wood, brick, stone, or stucco siding, or vinyl siding made to look like wood siding. (5/98)
 - Building trim shall be wood, brick, stone, stucco, or metal. (5/98)
 - Any roofing material is allowed including metal roofs. (5/98)
 - Plain concrete block, plain concrete, corrugated metal, plywood and sheet press board may not be used as exterior finish materials. (5/98)
 - Foundation material may be plain concrete or plain concrete block where the foundation material is not revealed for more than 3 feet. (5/98)
5. Color
- 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, the following colors found in the Sherwin Williams color chip book entitled "Exterior Color Answers"

published 9/90 (or the equivalent color from another manufacturer) with the following numbers: 2001 - 2004; 2008 - 2011; 2015 - 2020; 2022 - 2027; 2029 - 2034; 2036 - 2097; 2099 - 2104; 2106 - 2111; 2113 - 2118; 2120 - 2125; 2127 - 2131; 2134 - 2139; 2141 - 2237; 2239 - 2250; 2253 - 2258; 2260 - 2265; 2267 - 2272; 2274 - 2279; 2281 - 2384; 2386 - 2391; 2393 - 2398; 2400 - 2405; 2407 - 2412; and 2414 - 2419.

- 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. (5/98)
 - c. In no case shall the main color or the trim color of any structure be "florescent", "day-glo", or any similar bright color. (5/98)
- 6. **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. (5/98)
 - 7. **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. (5/98)

E. 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 a hedge or fence, or painted the same color as the main color of the building. (5/98)

2.315.09 Determination of Conformance to Development Standards as Part of Building Permit Review

The Zoning Administrator, or designee, during the normal course of reviewing a building permit application shall include as part of that review determination of the proposal's conformance with the Development Standards. Corrections may be noted on the plans, or required to be submitted as amended plans, to assure conformance to the standards. Building plans shall not be approved unless there is conformance to the standards. (5/98)

2.315.10 Criteria for Development Review

The Planning Commission, or Council upon appeal, may approve the proposed design alternatives, 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. (5/98)

2.110 COMMERCIAL MIXED USE (CM)**2.110.01 Purpose**

The Commercial Mixed Use (CM) zone is the primary commercial zone within the City. The zone is specifically designed to promote development that combines commercial and residential uses. This zone will support transit use, provide new housing opportunities while allowing a full range of commercial retail, service and office uses. Development is intended to be pedestrian-oriented with buildings close to and oriented to the sidewalk. Parking may be shared between residential and commercial uses. Clusters of residential and commercial uses around landscaping features or parking areas can occur and are encouraged. The Commercial Mixed Use zone is suitable for the Commercial Plan designation. (5/98)

2.110.02 Permitted Uses

The following uses, when developed under the applicable development standards in the Zoning Ordinance, are permitted in the CM zone:

- A. **One or more buildings with one or more dwelling units** or guest rooms, and/or, one or more other uses allowed in this section on a lot. (5/98)
- B. **Residential homes** and facilities. (5/98)
- C. **Child day care service**, including family day care provider. (5/98)
- D. **Public parks, playgrounds, community clubs** including swimming, tennis and similar recreational facilities, and other public and semi-public uses. (5/98)
- E. **Landscape counseling and planning** (0781). (5/98)
- F. **Offices** for any use listed in SIC Division C - Construction. (5/98)
- G. **Commercial printing** (275). (5/98)
- H. **Transportation, Communication and Utilities** (5/98)
 - 1. **Public utility structures and buildings**. (5/98)
 - 2. **Post office** (43). (5/98)
 - 3. **Travel agency** (4722). (5/98)
 - 4. **Communications** (48). (5/98)
- I. **Retail Trade** (5/98)

1. **Building materials, hardware, retail nurseries, and garden supply (52), BUT EXCLUDING mobile home dealers (527).** (5/98)
2. **General merchandise stores (53).** (5/98)
3. **Food stores (54).** (5/98)
4. **Automobile, recreational vehicle or trailer sales (55), BUT EXCLUDING gasoline service stations (554).** (5/98)
5. **Apparel and accessory stores (56).** (5/98)
7. **Furniture, home furnishings, and equipment stores (57).** (5/98)
8. **Eating and drinking places (58) except as provided in Section 2.108.04.C, below.** (5/98)
9. **Miscellaneous retail (59), BUT EXCLUDING fuel and ice dealers (598).** (5/98)
10. **Electrical and lighting shops and office machines and equipment stores.** (5/98)

J. Business, Professional and Social Services. (5/98)

1. **Finance, insurance and real estate (60, 61, 62, 63, 64, 65, 67).** (5/98)
2. **Hotels, motels and tourist courts (701).** (5/98)
3. **Organization hotels and lodging houses on membership basis (704).** (5/98)
4. **Personal services (72) BUT EXCLUDING industrial laundriers (7218).** (5/98)
5. **Business services (73) BUT EXCLUDING disinfecting and exterminating services (7342).** (5/98)
6. **Parking lots (7523) except as provided in Section 2.108.04.C, below.** (5/98)
7. **Miscellaneous repair services (76).** (5/98)
8. **Motion pictures (78), BUT EXCLUDING drive-ins (7838).** (5/98)

- 10. **Amusement and recreation (79), BUT EXCLUDING** golf courses (7992) and amusement parks (7996). (5/98)
- 11. **Health services (80), BUT EXCLUDING** hospitals (806). (5/98)
- 12. **Legal services (81).** (5/98)
- 13. **Elementary and secondary schools (8211).** (5/98)
- 14. **Correspondence schools and vocational schools (824).** (5/98)
- 15. **Schools and educational services not elsewhere classified (829).** (5/98)
- 16. **Social services (83).** (5/98)
- 17. **Museums, art galleries, botanical and zoological gardens (84).** (5/98)
- 18. **Membership organizations (86).** (5/98)
- 19. **Miscellaneous services (89).** (5/98)
- K. **Public Administration (91 - 97).** (5/98)
- L. **Child foster home for five or fewer children as a secondary use.** (6/99)

2.110.03 Special Permitted Uses

The following uses, when developed under the applicable development standards in the Ordinance and special development requirements, are permitted in the CM zone:

- A. **Partitions**, subject to the provisions in Section 2.310. (5/98)
- B. **Subdivision**, subject to the provisions in Section 2.310. (5/98)
- C. **Planned unit development**, subject to the provisions in Section 2.311. (5/98)
- D. **Accessory structures and uses** prescribed in Section 2.203. (5/98)
- E. The following **special uses** subject to the applicable standards in Section 2.4:
 - 1. **Shared housing facilities (Section 2.403).** (5/98)
 - 2. **Zero side yard dwelling units (Section 2.404).** (5/98)

3. **Home occupations** (Section 2.407). (5/98)
4. **Bed and breakfast establishments** (Section 2.408). (5/98)
5. **Residential sales offices** (Section 2.409). (5/98)
6. **Public golf course** (7992) or membership recreation club having golf course (7997) (Section 2.410). (5/98)
7. **Boat and RV storage area** (Section 2.411) except as provided in Section 2.108.04.C, below. (5/98)
8. **House of Worship** (Section 2.423). (5/98)
9. **Recreational vehicle storage space** (Section 2.413) except as provided in Section 2.108.04.C, below. (5/98)
10. **Veterinary services** (074) (Section 2.414). (5/98)
11. **Funeral service and crematories** (726) (Section 2.415). (5/98)
12. **Used Merchandise Store** (Section 2.417)
13. **Adult entertainment business** (Section 2.418). (5/98)
14. **Service stations** (554) (Section 2.419) except as provided in Section 2.110.04.C, below. (5/98)
15. **Recreational vehicle parks** (7033) (Section 2.412) except as provided in Section 2.108.04.C, below. (5/98)
16. **Automobile services** (75) (Section 2.420) except as provided in Section 2.110.04.C, below. (5/98)
17. **Manufacturing and Assembly Facilities** (Section 2.421). (5/98)
18. **Wireless Telecommunications Facilities** (Section 2.427). (5/98)

2.110.04 Conditional Uses

The following uses may be permitted subject to obtaining a conditional use permit:

- A. **Craft Industries**, subject to the provisions in Section 2.421. (5/98)

2.110.04 Use Restrictions

No permitted or special permitted use shall in any way involve any of the following:

- A. Farm Use. (5/98)
- B. The rendering, processing, or cleaning of animals, fish, seafoods, fowl, poultry, fruits, vegetables, or dairy products for wholesale use. (5/98)
- C. The following uses are prohibited at the following locations: (1) From any property fronting on River Road or Chemawa Road in the following area: the west side of River Road between 5119 River Road on the north and Janet Avenue extended on the south; the east side of River Road between Claggett Street on the north and James Avenue on the south; and either side of Chemawa Road between Elizabeth Street on the west and Bailey Road on the east; and (2) Any property contained within the Retail Service Center as described in the Keizer Station Plan. This prohibition does not apply to any business facility, legally established as of the date of the adoption of this Ordinance, which as of that date has drive-through window facilities. (5/98)
 - 1. Gasoline service stations (554). (5/98)
 - 2. Drive-Through windows or car service associated with eating and drinking places (58). (5/98)
 - 3. Vehicle sales and secondary repair. (5/98)
 - 4. Public utility structures and buildings. (5/98)
 - 5. Recreational vehicle parks (7033). (5/98)
 - 6. Automobile parking not associated with an allowed use (752). (5/98)
 - 7. Automotive Dealers (55). (5/98)
 - 8. Automotive rental and leasing, without drivers (751). (5/98)
 - 9. Automotive repair shops (753). (5/98)
 - 10. Automotive services, except repair (754). (5/98)
 - 11. Utilities - secondary truck parking and material storage yard. (5/98)

2.110.05 Dimensional Standards**A. Minimum Lot Dimension and Height Requirements**

DIMENSION	Single Family	Duplex or Multi-Family	Commercial	Mixed Use
Lot Size	4,000 sq. ft. (1)	6,000 sq. ft. (2)	None (3)	None (3)
Average Width	40 feet	50 feet	None	None
Average Depth	70 feet	80 feet	None	None
Maximum Height	35 feet	50 feet	50 feet	50 feet

- (1) A single family dwelling attached on one side has a minimum lot area of 3500 square feet, and a single family dwelling attached on both sides has a minimum lot area of 3000 square feet. (5/98)
- (2) Multi-family development must comply with the density standard in Section 2.107.06. (5/98)
- (3) Parcel size shall be adequate to contain all structures within the required yard setbacks and, where applicable, comply with residential density standards in Section 2.107.06. (5/98)

B. Minimum Yard Setback Requirements

SETBACKS	Single Family or Duplex	Multi-Family	Commercial	Mixed Use
Front	10 feet	10 feet	10 feet	10 feet
Side	5 feet (1)	(3)	(3)	(3)
Rear	(2)	(3)	(3)	(3)
Street-side (4)	10 feet	10 feet	10 feet	10 feet
Garage entrance (5)	20 feet (5)	20 feet (5)	20 feet (5)	20 feet (5)

- (1) Zero side yard dwelling units are subject to the setback provisions in Section 2.404. (5/98)
- (2) The rear yard setback shall be as follows: 14 feet for a 1-story home, 20 feet for a 2-story home. (5/98)
- (3) The setback shall be no less than the minimum rear yard setback of the zone on the adjacent property. For the CM zone, the rear yard setback is 0 feet. (5/98)
- (4) Setbacks are measured from property lines, not easement lines. However, no structure shall be placed any closer than five feet from the edge of an access easement or 20 feet from the right-of-way of an arterial or collector street. (5/98)
- (5) The garage entrance setback shall be measured from the property line or edge of private access easement to the entrance of the garage. The centerline of the driveway shall be measured if the driveway to the garage

entrance is not perpendicular to the property line or private access easement. In no case shall a garage be set back less than the minimum front, side, and rear setbacks. (5/98)

2.110.06 Development Standards

All development in the CM Zone shall comply with the applicable provisions of this Ordinance. The following includes referenced items as well as additional development requirements. If a conflict exists with a specific standard found in this section and a standard found elsewhere in this Ordinance, the standard in this section shall govern. (5/98)

A. Off-street parking:

1. Parking shall be as specified in Section 2.303. In the event that on-street parking is provided, on-street parking that abuts the property can be used to meet the standard. (5/98)
2. No off-street parking is required for uses above the ground floor. (5/98)
3. The off-street parking requirement for residential uses is one space per unit. (5/98)
4. If mixed uses on the ground floor exhibit peak parking demand at different times, the resulting parking requirement is limited to the number of spaces generated at the highest combined peak demand at any one particular time. (For example, if there is a movie theater exhibiting peak parking demand between 7:00 and 10:00 PM with a total requirement of 100 spaces, and a pet store exhibiting peak demand between 1:00 and 5:00 PM with a requirement of 50 spaces, the total requirement for the building would be 100 spaces.)

- B. Subdivisions and Partitions. Land divisions shall be reviewed in accordance with the provisions of Section 2.310. (5/98)
- C. Yards and Lots. Yards and lots shall conform to the standards of Section 2.312. (5/98)
- D. Signs. Signs shall conform to the requirements of Section 2.308. (5/98)
- E. Accessory Structures: Accessory structures shall conform to requirements in Section 2.313. (5/98)
- F. Storage, Trash, and Service Functions: Storage areas, trash, recycling, utilities and other service functions shall be located within the main structure if possible. If any of the above functions are located outside the

- main structure, the area containing the function must be screened with a solid, durable structure that is architecturally related to the building (5/98)
- G. Landscaping-General: All required yards shall be landscaped. Landscaped areas shall be landscaped as provided in Section 2.309.
1. The minimum landscaped area requirements shall be as follows:

Commercial development:	10%
Mixed commercial and residential development:	15%
Residential development:	20%
 2. Properties located within the Retail Service Center as defined in the Keizer Station Plan shall have a 20-foot landscape buffer along all property lines adjacent to any residential zone. Landscape and buffer requirements shall be met as defined the Keizer Station Plan.
- H. Landscaping-Parking Lots: One tree shall be provided for every eight parking spaces in parking lots. The trees shall be dispersed throughout the parking lot in minimum four by four foot planters located between parking spaces. (5/98)
- I. Lot Coverage: The maximum coverage allowed for buildings, accessory structures and paved parking shall be as follows: (5/98)
- | | <u>Max.</u> | <u>Min</u> |
|---|-------------|------------|
| Commercial development: | 90% | 50% |
| Mixed commercial and residential development: | 85% | 50% |
| Residential development: | 80% | 50% |
- J. Density: The maximum residential density shall be 24 units per acre and minimum residential density shall be 8 units per acre. Developments limited exclusively to residential uses and containing less than 8 dwelling units per acre are allowed if they comply with the following: (5/98)
1. No more than 50% of the property shall be occupied. The occupied area shall include all buildings, accessory structures, driveways, parking and required landscaping. (5/98)
 2. The remaining undeveloped portion of the property shall be in one contiguous piece. Access to a public street, in conformance with Ordinance requirements, shall be available. The undeveloped portion shall have sufficient width and depth to be developed for additional residential, or commercial, uses. (5/98)

2.110.07 Design Standards

All development in the CM Zone shall comply with the applicable design standards described below:

- A. Building Design Standards. Primary buildings shall comply with the following design standards: (5/98)
 - 1. Design Standards - Unless specifically modified by provisions in this Section, buildings located within the CM zone shall comply with the following standards: (5/98)
 - a. Single family homes shall comply with the design standards in Section 2.314. (5/98)
 - b. Multi-family buildings and non-residential structures shall comply with the provisions in Section 2.315 - Design Standards. (5/98)
- B. Circulation - Circulation standards apply for projects that are applicable and are developed within the River and Chemawa Specific Area boundaries. As stated in the Specific Plan: (5/98)
 - 1. Streets - New streets shall conform to the street sections depicted in Figure 10 in the Specific Plan. In cases where the right-of-way varies, the sidewalk may need to be provided in an easement or private property. New Streets shall be provided in accordance with the Circulation Plan (Figure 9 in the Specific Plan). (5/98)
 - 2. Internal Driveway Connections - Where possible, internal parking lot driveways shall be designed to connect from parcel to parcel to allow travel through the site without the need to access a public street. (5/98)
 - 3. Pedestrian Ways - Where indicated on the Development Plan and Circulation Plan in the Specific Plan, 10 foot wide pedestrian pathways shall be provided across development parcels. The pathways shall be improved with distinctive paving material that differentiates the pathway from any adjoining parking area. Where crossing parking area, the pathways shall be raised and shall include a minimum two feet landscape planter between the pathway and the adjoining parking lot. (5/98)
 - 4. Pedestrian Connections - Pedestrian walkways shall be provided between buildings and the public right-of-way. Walkways shall be provided between adjoining commercial buildings when not connected by a public sidewalk. Walkways shall be not less than five feet in width and shall be constructed of concrete or similar material that is clearly distinguished from parking area pavement. (5/98)

2.107 MIXED USE (MU)**2.107.01 Purpose**

The Mixed Use (MU) zone promotes development that combines commercial and residential uses in a single building or complex. This zone will allow increased development on busier streets without fostering a strip commercial appearance. The zone encourages the formation of neighborhood "nodes" of activity where residential and commercial uses mix in a harmonious manner. This development type will support transit use, provide a buffer between busy streets and residential neighborhoods, and provide new housing opportunities in the City. (5/98)

The emphasis of the nonresidential uses is primarily on locally-oriented retail, service, and office uses. Commercial development will consist primarily of businesses on the ground floor with housing on upper stories. Clusters of residential and commercial uses around landscaping features or parking areas will also occur. Development is intended to be pedestrian-oriented with buildings close to and oriented to the sidewalk. Parking may be shared between residential and commercial uses. (5/98)

The Mixed Use zone is suitable for the Medium Density Residential, Medium-High Density Residential and Mixed Use Comprehensive Plan designations. (5/98)

2.107.02 Commercial & Residential Regulations for Keizer Station

Property located within the MU zone in the Keizer Station Plan must be developed as 75% residential and 25% commercial in use. Residential development shall meet minimum density requirements as identified in this section. A master plan shall be required for any development in this sub-area as defined by the Keizer Station Plan.

2.107.03 Permitted Uses

The following uses, when developed under the applicable development standards in the Zoning Ordinance, are permitted in the MU zone:

- A. **One or more buildings with one or more dwelling units** or guest rooms on a lot. (5/98)
- B. **One or more buildings with one or more dwelling units** or guest rooms and one or more other uses allowed in this section on a lot. (5/98)
- C. **Residential homes** and facilities. (5/98)
- D. **Child day care service**, including family day care provider. (5/98)

- E. **Public parks, playgrounds, community clubs** including swimming, tennis and similar recreational facilities, and other public and semi-public uses. (5/98)
- F. **Public or private utility substation**, but excluding electrical substation. (5/98)
- G. **Landscape counseling and planning** (078). (5/98)
- H. **Transportation, Utilities and Communication**. (5/98)
 - 1. **Travel agency** (4722). (5/98)
 - 2. **Communication** (48) BUT EXCLUDING communication services, not elsewhere classified (489). (5/98)
 - 3. **Public utility** structures and buildings. (5/98)
- I. **Retail Trade**: The following retail commercial uses are allowed:
 - 1. **General merchandise stores** provided all display is within a building and further provided the gross floor area shall not exceed 10,000 square feet (53). (5/98)
 - 2. **Food stores** provided all display is within a building and further provided the gross floor area shall not exceed 10,000 square feet (54). (5/98)
 - 3. **Apparel and accessory stores** and further provided the gross floor area shall not exceed 10,000 square feet (56). (5/98)
 - 4. **Home furnishing, appliance and equipment stores** provided all display is within a building and further provided the gross floor area shall not exceed 10,000 square feet (57). (5/98)
 - 5. **Eating and drinking places** and further provided the gross floor area shall not exceed 10,000 square feet (58). (5/98)
 - 6. **Retail**, miscellaneous provided all display is within a building and further provided the gross floor area shall not exceed 10,000 square feet (59) BUT EXCLUDING non-store retailers (596) and fuel and ice dealers (598). (5/98)
- J. **Business, Professional and Social Services**: The following business and professional and service oriented uses are allowed:
 - 1. **Finance, insurance and real estate** (60, 61, 62, 63, 64, 65, 67). (5/98)
 - 2. **Hotels, motels and lodging** facilities (701). (5/98)

3. **Personal services (72) BUT EXCLUDING:** power laundries, family and commercial (7211), linen supply (7213), dry cleaning plants, except rug cleaning (7216), carpet and upholstery cleaning (7217); and industrial laundries (7218). (5/98)
 4. **Business services (73) BUT EXCLUDING** disinfecting and exterminating services (7342), building and cleaning services (7349), and equipment rental (735). (5/98)
 5. **Watch, clock and jewelry repair (763)**. (5/98)
 6. **Recreational or athletic clubs.** (5/98)
 7. **Health services (80) BUT EXCLUDING hospitals (806).** (5/98)
 8. **Legal services (81).** (5/98)
 9. **Miscellaneous services (89).** (5/98)
 10. **Community or neighborhood clubs.** (5/98)
 11. **Parking lots.** (5/98)
- K. **Public administration (91 - 97).** (5/98)

2.107.03 Special Permitted Uses

The following uses, when developed under the applicable development standards in the Ordinance and special development requirements, are permitted in the MU zone:

- A. **Partitions**, subject to the provisions in Section 2.310. (5/98)
- B. **Subdivision**, subject to the provisions in Section 2.310. (5/98)
- C. **Planned unit development**, subject to the provisions in Section 2.311. (5/98)
- D. **Accessory structures** and uses prescribed in Section 2.203.02. (5/98)
- E. The following special uses subject to the applicable standards in Section 2.4:
 1. **Shared housing facilities** (Section 2.403). (5/98)
 2. **Zero side yard dwelling** units (Section 2.404). (5/98)
 3. **Home occupations** (Section 2.407). (5/98)

4. **Bed and breakfast establishments** (Section 2.408). (5/98)
5. **Residential sales offices** (Section 2.409). (5/98)
6. **Public golf course** (SIC 7992) or membership recreation club having golf course (SIC 7997) (Section 2.410). (5/98)
7. **Boat and RV storage area** (Section 2.411). (5/98)
8. **House of Worship** (Section 2.423). (5/98)
9. **Recreational vehicle storage space** (Section 2.413). (5/98)
10. **Electrical substations** (Section 2.426). (5/98)
11. **Wireless Telecommunications Facilities** (Section 2.427). (5/98)

2.107.04 Conditional Uses

The following uses may be permitted subject to obtaining a conditional use permit:

- A. **Craft Industries**, subject to the provisions in Section 2.421. (5/98)

2.107.04 Use Restrictions

No permitted or special permitted use shall in any way involve any of the following:

- A. **Farm Use**. (5/98)
- B. The rendering, processing, or cleaning of animals, fish, **seafoods**, fowl, poultry, fruits, vegetables, or dairy products for **wholesale** use. (5/98)
- C. Any outdoor display or storage of merchandise or materials. (5/98)

2.107.05 Dimensional Standards

- A. **Minimum Lot Dimension and Height Requirements**

DIMENSION	Singe Family	Duplex or Multi-Family	Commercial	Mixed Use
Lot Size	4,000 sq. ft. (1)	6,000 sq. ft. (2)	None (3)	None (3)
Average Width	40 feet	50 feet	None	None
Average Depth	70 feet	80 feet	None	None
Maximum Height	35 feet	50 feet	50 feet	50 feet

- (1) A single family dwelling attached on one side has a minimum lot area of 3500 square feet, and a single family dwelling attached on both sides has a minimum lot area of 3000 square feet. (5/98)
- (2) Multi-family development must comply with the density standard in Section 2.105.05. (5/98)
- (3) Parcel size shall be adequate to contain all structures within the required yard setbacks and, where applicable, comply with residential density standards in Section 2.106.06. (5/98)

B. Minimum Yard Setback Requirements

SETBACKS	Single Family or Duplex	Multi-Family	Commercial	Mixed Use
Front	10 feet	10 feet (1)	10 feet (1)	10 feet (1)
Side	5 feet (2)	(4)	(4)	(4)
Rear	(3)	(4)	(4)	(4)
Street-side (4)	10 feet	10 feet	10 feet	10 feet
Garage entrance (5)	20 feet	20 feet	20 feet	20 feet

- (1) For all MU zoned property fronting Cherry Avenue south of Mambrin Drive the minimum setback shall be 5 feet and the maximum shall be 10 feet for yards adjacent to Cherry Avenue. The maximum setback shall apply to the primary wall of the building. Indentations in the primary wall, such as alcoves, courtyards, etc. have no maximum setback. (5/98)
- (2) Zero side yard dwelling units are subject to the setback provisions in Section 2.404. (5/98)
- (3) The rear yard setback shall be as follows: 14 feet for a 1-story home; 20 feet for a 2-story home. (5/98)
- (4) The rear and side yard setbacks adjacent to a residential zone shall be no less than the minimum rear yard setback of the zone on the adjacent property. In no case shall the setback be less than 10 feet, except there is no required setback adjacent to a non-residential zone. (5/98)
- (5) Setbacks are measured from property lines, not easement lines. However, no structure shall be placed any closer than five feet from the edge of an access easement or 20 feet from the right-of-way of an arterial or collector street. (5/98)
- (6) The garage entrance setback shall be measured from the property line or edge of private access easement to the entrance of the garage. The centerline of the driveway shall be measured if the driveway to the garage entrance is not perpendicular to the property line or private access easement. In no case shall a garage be set back less than the minimum front, side, and rear setbacks. (5/98)

2.107.06 Development Standards

All development in the MU Zone shall comply with the applicable provisions of this Ordinance. The following includes referenced items as well as additional development requirements:

- A Off Street Parking:** Parking shall be as specified in Section 2.303. (5/98)
- B Design Standards -** Unless specifically modified by provisions in this Section, buildings located within the MU zone shall comply with the following standards: (5/98)
- 1 Single family homes shall comply with the design standards in Section 2.314. (5/98)
 - 2 Residential structures with four or more attached dwelling units and non-residential structures shall comply with the provisions in Section 2.315 - Development Standards. (5/98)
 - 3 For MU zoned property fronting Cherry Avenue south of Mambrin Drive; residential use shall occupy no less than 35% and no more than 65% of the building floor area on any property. (5/98)
- C Subdivisions and Partitions:** Land divisions shall be reviewed in accordance with the provisions of Section 2.310. (5/98)
- D Yards and Lots:** Yards and lots shall conform to the standards of Section 2.312. (5/98)
- E Signs:** Signs shall conform to the requirements of Section 2.308. (5/98)
- F Accessory Structures:** Accessory structures shall conform to requirements in Section 2.313. (5/98)
- G Landscaping:** All required yards shall be landscaped. Landscaped areas shall be landscaped as provided in Section 2.309. The minimum landscaped area requirements shall be as follows: (5/98)
- | | | |
|---|-----|--|
| Commercial development: | 15% | |
| Mixed commercial and residential development: | 20% | |
| Residential development: | 25% | |
- H Lot Coverage:** The maximum coverage allowed for buildings, accessory structures and paved parking shall be as follows: (5/98)
- | | | |
|---|-----|--|
| Commercial development: | 85% | |
| Mixed commercial and residential development: | 80% | |

Residential development: 75%

I **Density:**

1. For property zoned MU as identified in the Keizer Station Plan, the minimum density for subdivisions, partitions, multi-family or any residential development shall be a minimum 8 units per acre and a maximum 22 units per acre, except there shall be no minimum residential density requirement for multi-family development within a mixed use building.
2. The minimum density for multi-family development shall be 8 units per acre; the maximum density shall be 24 units per acre, except there shall be no minimum residential density requirement for multi-family development within a mixed use building. (5/98)

2.429 TRANSIT STATION

A Transit Station functions as a major transfer point for transit passengers between various transportation modes. The Transit Station site provides for the exclusive or priority operations of transit vehicles. A Transit Station is a significant element of the transportation system because it increases transit connections between a variety of destinations.

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

A. The applicant shall submit a plan that includes at a minimum:

1. Justification of the area required for the use;
2. The need for the facility at the proposed location;
3. If a park-and-ride facility is proposed, justification of the lot area, number of spaces and any accessory facilities; and
4. Traffic impact with proposed measure to mitigate the impact on surrounding properties and streets.

B. The applicant shall submit a plan that includes at a minimum:

1. Adequate auto parking areas;
2. Passenger waiting areas;
3. Separate drop-off and pick-up area;
4. Bicycle parking facilities; and
5. Access to transit vehicles.

C. A Transit Station shall have access to a major collector, arterial or limited access road.

2.113 INDUSTRIAL BUSINESS PARK (IBP)**2.113.01 Purpose and Uses**

- A. Purpose. The IBP zone is intended to provide for high quality light industrial and office parks with related commercial uses. It sets high design standards focusing on visual aesthetics, while providing a framework for the marketplace to work within creating vibrant, economically viable commerce centers. (5/98)
- B. Classification of Uses: Most permitted, special, and conditional uses are classified with reference to the Standard Industrial Classification (SIC), Manual, Numbers in parenthesis following a use designation indicate that the use is listed and described under the number in the SIC. Where particular activities otherwise included under a SIC category are excluded from the permitted, a special, or conditional uses, those particular activities are listed, preceded by the words, "BUT EXCLUDING" following the more general category from which they are excluded. Particular activities thus excluded may or may not be listed in other sections of this chapter. The IBP zone may be utilized in conjunction with overlay zones, such as the AC (Activity Center) overlay zone used within the Chemawa Activity Center Keizer Station Plan, which may include use and development standards which are more restrictive than those found in this chapter. (5/98)

2.113.02 Permitted Uses. (5/98)

The following uses, when developed under the general development standards in this zoning code applicable to the IBP district and to all such uses, generally, are permitted in the IBP district:

- A. **Agriculture forestry and fishing;**
 - 1. Agricultural production-crops (01). (5/98)
- B. **Manufacturing;**
 - 1. Grain mill products. (5/98)
 - 2. Bakery products. (5/98)
 - 3. Beverages. (5/98)
 - 4. Miscellaneous food preparations and kindred products. (5/98)

5. The manufacture of meat products but excluding both meat packing plant and any on site abattoirs and slaughtering, rendering of fats, processing of hides and maintenance of live animals or fowl. (5/98)
6. Textile mill products. (5/98)
7. Apparel and other finished products made from fabrics and similar products. (5/98)
8. Wood kitchen cabinets. (5/98)
9. Nailed and lock corner wood boxes and shook. (5/98)
10. Wood products, not elsewhere classified. (5/98)
11. Furniture and fixtures. (5/98)
12. Paperboard containers and boxes. (5/98)
13. Printing, publishing, and allied industries. (5/98)
14. Drugs. (5/98)
15. Soaps detergents, and cleaning preparations, perfumes, cosmetics, and other toilet preparations. (5/98)
16. Miscellaneous plastic products. (5/98)
17. Leather and leather products BUT EXCLUDING leather tanning and finishing. (5/98)
18. Glass products, made of purchased glass. (5/98)
19. Pottery and related products. (5/98)
20. Metal cans and shipping containers. (5/98)
21. Cutlery, hand tools, and general hardware. (5/98)
22. Heating equipment, except electric and warm air, and plumbing fixtures. (5/98)
23. Fabricated structural metal products. (5/98)
24. Screw machine products, and bolts, nuts, screws, rivets, and washers. (5/98)

- 25. Metal forgings and stampings. (5/98)
 - 26. Metalworking machinery and equipment. (5/98)
 - 27. Special industry machinery, except metalworking machinery. (5/98)
 - 28. Pumps and pumping equipment. (5/98)
 - 29. Office, computing, and accounting machines. (5/98)
 - 30. Electrical and electronic machinery, equipment, and supplies. (5/98)
 - 31. Transportation Equipment. (5/98)
 - 32. Measuring, analyzing, and controlling instruments; photographic, medical, and optical goods; watches and clocks. (5/98)
 - 33. Miscellaneous manufacturing industries. (5/98)
- C. Transportation, communications, electric, gas, and sanitary services;**
- 1. Motor freight transportation and warehousing. (5/98)
 - 2. Communication. (5/98)
 - 3. Public Utility Structures and Buildings. (5/98)
- D. Wholesale trade-nondurable goods BUT EXCLUDING poultry and poultry products, livestock, farm-product raw materials, not elsewhere classified, chemicals and allied products, tobacco and tobacco products, and nondurable goods, not elsewhere classified. (5/98)**
- E. Wholesale trade-durable goods BUT EXCLUDING automobiles and other motor vehicles, lumber and other construction materials, coal and other minerals and ores, construction and mining machinery and equipment and scrap and waste materials. (5/98)**
- F. The uses (b) through (e), excluding c) iii) shall:**
- 1. Be within an enclosed building; and
 - 2. Permit retail sales of products manufactured on the site. (5/98)

G. Services

1. Computer and data processing services. (5/98)
2. Research and development laboratories. (5/98)
3. Management, consulting, and public relations services. (5/98)
4. Noncommercial educational, scientific, and research organizations. (5/98)

H. Public administration;

1. Fire protection. (5/98)

I. Office Uses;

1. Any use allowed in Section 2.108, Commercial Office excluding those residential uses listed in 2.108.02.A, B, C, PP, and RR. (5/98)

J. Retail trade;

1. Eating and drinking places. (5/98)

K. Finance, Insurance, and Real Estate;

1. Commercial and Stock Savings Banks. (5/98)
2. Mutual Savings Bank. (5/98)
3. Savings and Loan Associations. (5/98)
4. Personal Credit Institutions. (5/98)

L. Services

1. Hotels, motels, and tourist courts. (5/98)
2. Child daycare services. (5/98)
3. Membership sports and recreation clubs. (5/98)
4. Amusement and recreation (79), BUT EXCLUDING golf courses (7992) and amusement parks (7996). (5/98)

5. Public and private sports facilities including but not limited to stadiums, arenas, ice rinks, parks, and aquatic facilities. (5/98)
 6. Miscellaneous services. (5/98)
- M. Transit stop shelters. (5/98)**
- N. 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). (5/98)
 - b. Apparel and Accessory Stores (56). (5/98)
 - c. Furniture, Home Furnishings and Equipment Stores (57). (5/98)
 - d. Miscellaneous Retail; BUT EXCLUDING used merchandise stores (59). (5/98)
 - e. Business Services. (5/98)
 - f. Miscellaneous Repair Services. (5/98)
 - g. Within the Sports and Entertainment Center of the Keizer Station Plan boundary:
 - 1) Recreational Vehicle Parks and Campsites (7033).
 - h. Within the Commerce Center of the Keizer Station Plan boundary:
 - 1) General Merchandise Stores (5399).
 - 2) Gasoline Service Stations (554) in accordance with Section 2.419.
 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 (a)(i)-(iv). (5/98)

- 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 contiguous, IBP zoned property including any internal public streets. (5/98)
- c. The area developed in all flexible space uses, **not including Recreational Vehicle Parks and Campsites**, shall in the aggregate not exceed 30 percent of the gross area of the IBP district. (5/98)
- 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. (5/98)
- e. Loading doors shall have no opening within seventy five feet and visible from any street or property boundary. (5/98)
- 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. (5/98)
- g. All buildings shall be capable of development as flexible industrial space. (5/98)

N. Wireless Telecommunications Facilities (Section 2.427). (5/98)

2.113.03 Prohibited Uses. (5/98)

A. The following uses are prohibited on properties within the Keizer Station Plan boundary:

- 1. Manufacturing of grain mill products (204)**
 - 2. Manufacturing of biological products, except diagnostic substances (2836)**
 - 3. Soaps, detergents, and cleaning preparations, perfumes, cosmetics, and other toilet preparations (284)**
 - 4. Miscellaneous plastic products (308)**
 - 5. Motor freight transportation and warehousing (42)**
- B.** Within any IBP district, no building, structure, or land shall be used, erected, structurally altered, or enlarged for any use not permitted under this chapter. (5/98)

2.113.04 Industrial Performance Standards. (5/98)

In an IBP district no land or structure shall be used or occupied unless maintained and operated in continuing compliance with all applicable standards adopted by the Oregon Department of Environmental Quality (DEQ), including the holding of all licenses and permits required by DEQ regulation, local ordinance, and state and federal law. (5/98)

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. (5/98)
- B. Location Standards. (5/98)**
1. Each IBP district shall have direct access onto an arterial or collector street. (5/98)
 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. (5/98)
 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. (5/98)

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. (5/98)
- 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. (5/98)
- D. **Lot Area and Dimensions.** There are no minimum lot area requirements in an IBP district. (5/98)
- 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. (5/98)
 2. Setbacks for accessory building and structures, except fences, shall be the same as for primary buildings. (5/98)
 3. No parking will be allowed in required yards. (5/98)
 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. (5/98)
- F. **Yards Adjacent to Other Districts.** (5/98)
1. Where an IBP district within the Chemawa Activity Center 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. (5/98)
 2. Where an IBP district not within the Chemawa Activity Center 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. (5/98)

3. Where an IBP district within the Chemawa-Activity Center 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. (5/98)
 4. No buildings or structures shall be permitted in a required yard adjacent to an abutting district. (5/98)
 5. All parking shall be set back at least 20 feet from the lot line separating the IBP district from the abutting district. (5/98)
 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. (5/98)
- 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. (5/98)
 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. (5/98)
 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. (5/98)
- H. Lot Coverage.**
1. Each lot within an IBP district not within the Keizer Station Plan 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. (5/98)

2. **Each lot within an IBP district within the Keizer Station Plan shall have a least 10 percent of its gross area landscaped; that portion of the required yards, which are landscaped, may be included in the calculation to meet the 10 percent landscaped area.**

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. (5/98)
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. (5/98)

J. Landscaping

1. Landscaping shall meet the requirements of the Keizer Development Code as well as the following requirements. (5/98)
2. Required yards shall include the following plant materials:. (5/98)

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

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

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. (5/98)

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. (5/98)
- 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. (5/98)
 - 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). (5/98)
 - c. A ride sharing program approved by the Director of Public Works may satisfy five percent of the parking space requirements. (5/98)
 - 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. (5/98)
 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. (5/98)
 - b. Loading docks and loading doors shall be screened from the street by landscaping and shall be offset from driveway openings. (5/98)
- 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. (5/98)
 2. Not greater than five foot candles. (5/98)

2.125 ACTIVITY CENTER OVERLAY ZONE (ACO)**2.125.01 Purpose**

The ACO (ACTIVITY CENTER OVERLAY) zone is adopted to implement the policies of the Comprehensive Plan for Activity Centers which include provisions for a mixture of intensive land uses emphasizing employment opportunities, transit and pedestrian facilities, and circulation. (5/98)

2.125.02 Application

The provisions of this Section apply to Activity Centers as identified in the Comprehensive Plan. (5/98)

2.125.03 Uses

Uses allowed in an Activity Center shall be as specified in the underlying district.

2.125.04 Development Standards

All development within an Activity Center is subject to a Type 1-A site design review, and shall also include the following factors:

- A. Activity Center Design Plan. All new developments and expansions of existing developments shall comply with the adopted activity center design plan for each Activity Center. (5/98)
- B. Site Master Plan. Developments in an activity center shall be required to submit a master plan for approval as part of the application process. The elements of such master plan shall include, but are not limited to, the following: (5/98)
 1. A master plan map showing the location of land uses, open spaces, and pedestrian and vehicular circulation and a written explanation showing how these features achieve the purpose of the activity center design plan. (5/98)
 2. 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. (5/98)

2.125.05 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: (5/98)
 - 1. Orienting building and facilities towards transit services. (5/98)
 - 2. Minimizing transit/auto conflicts. (5/98)
 - 3. Encouraging transit supportive uses. (5/98)
 - 4. Minimizing walking distance to transit stops. (5/98)
 - 5. Avoiding excess parking areas. (5/98)
 - 6. Encouraging shared parking and structures or understructure parking. (5/98)
- B. Pedestrian/Bicycle Circulation. The development shall facilitate pedestrian/bicycle circulation. This may require: (5/98)
 - 1. Providing efficient, convenient, and continuous pedestrian and bicycle transit circulation systems, linking developments with the Activity Center facilities, and surrounding development. (5/98)
 - 2. Separating auto and truck circulation and activities from pedestrian areas. (5/98)
 - 3. Pedestrian-oriented design. (5/98)
 - 4. Pedestrian amenities. (5/98)
 - 5. Bicycle parking. (5/98)
 - 6. Outdoor lighting. (5/98)
- C. Coordination. Coordination of development within an Activity Center area. This may require: (5/98)

1. Continuity and/or compatibility of landscaping, circulation, access, public facilities, and other improvements. (5/98)
 2. Siting and orientation of land uses. (5/98)
 3. Frontage roads or shared access. (5/98)
- D. Compatibility. Developments within the Activity Center should be compatible with, and complement the surrounding neighborhood. This may require: (5/98)
1. Sensitive use of landscaping, building heights, building scale, materials, lighting, circulation systems, and architectural features. (5/98)
 2. Buffering of adjacent residential uses. (5/98)

2.114 GENERAL INDUSTRIAL (IG)

2.114.01 Purpose

The purpose of the IG (General Industrial) zone is to provide appropriate areas suitable for warehousing primary and secondary processing, packaging, fabricating of finished goods and equipment with related outdoor storage and incidental sales. The General Industrial zone is appropriate in those areas designated General Industrial in the Comprehensive Plan where the location has access to an arterial street or highway for transport of bulk materials and where the noises, lights, odors, and traffic hazards associated with permitted uses will not conflict with local and collector streets. (5/98)

2.114.02 Permitted Uses

The following uses, when developed under the applicable development standards in this Zoning Ordinance, are permitted in the IG zone:

- A. **Dwelling unit or guest room for a caretaker or watchman** on the premises being cared for or guarded. (5/98)
- B. **Recycling depots.** (5/98)
- C. **Agricultural services (07).** (5/98)
- D. **Construction contractor's offices** and related outdoor storage (15, 16, 17).
- E. **Manufacturing and Assembly (20-39); BUT EXCLUDING:** (5/98)
 - 1. Pulp, paper and paper board mills (261, 262, 263, 266). (5/98)
 - 2. Agricultural chemicals (287) and miscellaneous chemical products (289). (5/98)
 - 3. Leather tanning and finishing (311). (5/98)
 - 4. Cement (324); structural clay products (325), concrete, gypsum and plaster products (327) and abrasive, asbestos and miscellaneous non-metallic mineral products (329). (5/98)
 - 5. Metal forgings and stamping (346) and ordnance and accessories (348). (5/98)
 - 6. Storage batteries (3691) and primary batteries (3692). (5/98)
- F. **Transportation, utilities and communication (40 - 49), BUT EXCLUDING** travel agencies (4722). (5/98)

- G. **Wholesale trade (50, 51), BUT EXCLUDING scrap and waste materials establishments (5093) livestock (5154).** (5/98)
- H. **Food stores and eating and drinking places (58).** (5/98)
- I. **Business and Professional Services:** The following business and professional services are permitted provided the gross floor area shall not exceed 10,000 square feet. (5/98)
 - 1. Cleaning services, including power laundries, family and commercial (7211), dry cleaning plants (7216), carpet and upholstery cleaning (7217), industrial launderers (7218) and laundry and garment services, not elsewhere classified (7219). (5/98)
 - 2. Business services (73). (5/98)
 - 3. Repair shops and related services, not elsewhere classified (7699). (5/98)
 - 4. Vocational schools; except vocational high schools, not elsewhere classified (8249). (5/98)
 - 5. Miscellaneous services (89). (5/98)
- J. **Research, development and testing services (873)**
- K. **Fire protection (9224).** (5/98)
- L. **Public and Private Utilities.** (5/98)
- M. **Uses clearly accessory to and subordinate to the above.** (5/98)

2.114.03 Special Permitted Uses

The following uses, when developed under the applicable development standards in the Ordinance and special development requirements, are permitted in the IG zone:

- A. **Partitions**, subject to the provisions in Section 2.310. (5/98)
- B. **Subdivision**, subject to the provisions in Section 2.310. (5/98)
- C. **Planned unit development**, subject to the provisions in Section 2.311. (5/98)
- D. **Accessory structures and uses** prescribed in Section 2.203. (5/98)

E. The following special uses subject to the applicable standards in Section 2.4:

1. **Energy facility** (Section 2.425). (5/98)
2. **Wireless Telecommunications Facilities** (Section 2.427). (5/98)

2.114.04 Conditional Uses

All uses in SIC categories 20 to 51 and not specifically identified as a permitted use in, or specifically excluded from, Section 2.114.03 may be established by a conditional use permit. The following shall also require a conditional use permit:

- A. **Wrecking yards**. (5/98)
- B. **Solid waste transfer facility**. (5/98)

2.114.05 Prohibited Uses

A. **The following uses are prohibited on properties within the Keizer Station Plan boundary:**

1. **Manufacturing of grain mill products (204)**
2. **Manufacturing of biological products, except diagnostic substances (2836)**
3. **Soaps, detergents, and cleaning preparations, perfumes, cosmetics, and other toilet preparations (284)**
4. **Miscellaneous plastic products (308)**
5. **Motor freight transportation and warehousing (42)**

2.114.06 Dimensional Standards

A. Minimum Lot Dimension and Height Requirements

LOT SIZE	The parcel size shall be adequate to contain all structures within the required yard setbacks.
STRUCTURE HEIGHT	100 feet (1) (2)

- (1) *Required setbacks shall increase 1 foot for every foot the height exceeds 50 feet. (5/98)*
- (2) **Within the Keizer Station Plan boundary, one additional foot in height is permitted for every five feet of additional setback within fifty feet from property lines adjacent to residential uses.**

B. Minimum Yard Setback Requirements**ADJACENT PROPERTY USE**

SETBACKS	Single Family or Duplex	Multi-Family	Commercial	Industrial
Front	5 feet	5 feet	5 feet	5 feet
Side	(1), (2)	(1), (2)	(1)	(1)
Rear	(1), (2)	(1), (2)	(1)	(1)
Street-side	5 feet	5 feet	5 feet	5 feet
Garage entrance (3)	20 feet	20 feet	20 feet	20 feet

- (1) *The setback shall be no less than the minimum rear yard setback of the zone on the adjacent property. For the IG zone, the rear yard setback is 0 feet. (5/98)*
- (2) *A sight-obscuring fence shall contain yards adjacent to residential zones, wall, or hedge a minimum of 8 feet in height. (5/98)*
- (3) *The garage entrance setback shall be measured from the property line or edge of private access easement to the entrance of the garage. The centerline of the driveway shall be measured if the driveway to the garage entrance is not perpendicular to the property line or private access easement. In no case shall a garage be set back less than the minimum front, side, and rear setbacks. (5/98)*

2.114.06 Development Standards

All development in the IG Zone shall comply with the applicable provisions of this Ordinance. The following includes referenced items as well as additional development requirements:

- A. Off Street Parking.** Parking shall be as specified in Section 2.303. (5/98)
- B. Design Standards** - Unless specifically modified by provisions in this Section, buildings located within the IG zone shall comply with the Development Standards in Section 2.315. A caretaker's dwelling shall comply with the design standards in Section 2.314. (5/98)
- C. Subdivisions and Partitions.** Land divisions shall be reviewed in accordance with the provisions of Section 2.310. (5/98)
- D. Yards and Lots.** Yards and lots shall conform to the standards of Section 2.312. (5/98)

- E. **Signs.** Signs shall conform to the requirements of Section 2.308. (5/98)
- F. **Accessory Structures:** Accessory structures shall conform to requirements in Section 2.313. (5/98)
- G. **Landscaping:** A minimum of 10% of the property shall be landscaped, including all required yards. Landscaped areas shall be landscaped as provided in Section 2.309. (5/98)
- H. **Lot Coverage:** The combined maximum building and parking area coverage shall not exceed 90%. (5/98)
- I. **Open Storage:** Open storage of materials used for the manufacture or assembly of goods, and equipment is prohibited in required yards, but is otherwise permitted provided that such storage is enclosed with a sight-obscuring fence, wall, hedge, or berm a minimum of 8 feet in height. (5/98)

**City of Keizer
Planning Commission Recommendation**

Alternative Keizer Station Plan

March 20, 2002

**Includes recommended Keizer Station Plan, Alternative Zoning
and Comprehensive Plan Amendments, and proposed
Keizer Development Code Amendments.**

RECOMMENDED ALTERNATIVE KEIZER STATION PLAN

INTRODUCTION

The Pre-Development Agreement between the City of Keizer, the Urban Renewal Agency of the City of Keizer and Northwest National LLC sets forth requirements for the preparation of a Concept Design Plan for the Chemawa Activity Center. The intent of the Concept Design Plan is specified in Section 1.3 of the Pre-Development Agreement:

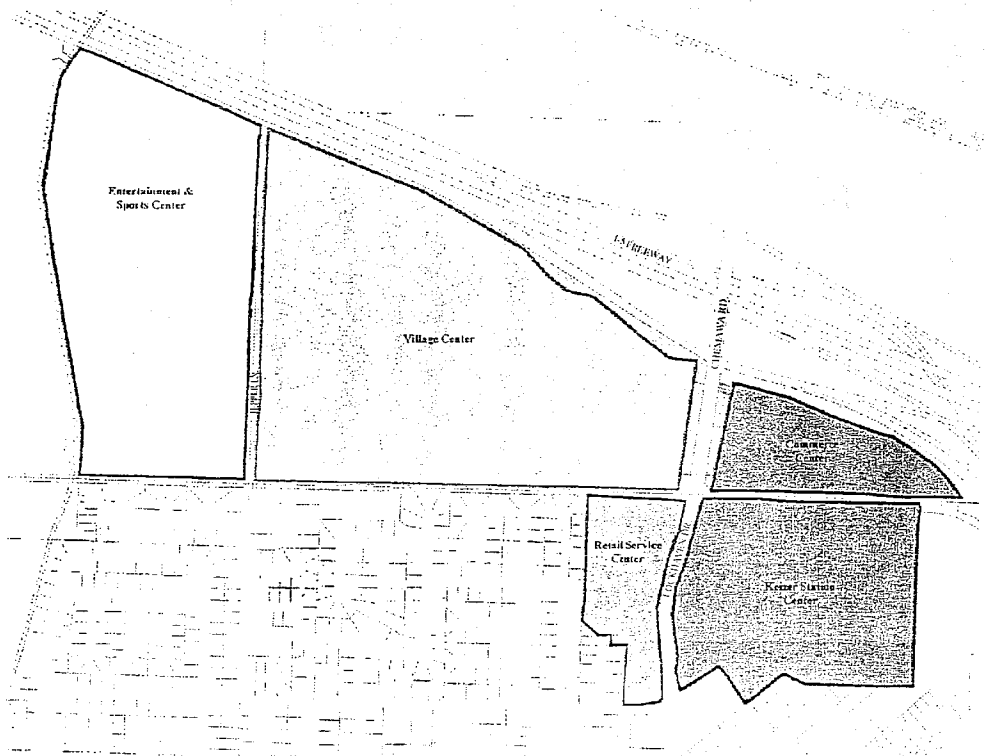
"Concept Design Plans shall mean plans which illustrate the general number and location of buildings, improvements, and uses, and which illustrate the general design character of building sufficient to determine size and building style and utility and infrastructure needs."

Prior to determining building types, size and location the Northwest National LLC Project Team evaluated the existing zoning of the Chemawa Activity Center Plan (1997) in light of anticipated uses. Suggested changes to the Comprehensive Plan and Zoning maps are recommended consistent with the types of uses based on anticipated market demand. The suggested changes to the zoning pattern are further supported by the economic analysis conducted by Hobson Ferrarini & Associates that indicates that there is a large shortfall of commercial land within Keizer. This analysis also indicates that the existing industrial land in Keizer is more than sufficient to meet the 20-year demand for industrial uses.

This plan also provides specific recommendations for development standards within the Keizer Station Plan area. We have determined that development standards need to be established before design details for buildings and on-site improvements and uses can be prepared. This step is consistent with Section 2.1 of the Pre-Development Agreement that indicates, in part:

"...amendments to both plans (Chemawa Activity Center Plan and Urban Renewal Plan) may include, but not necessarily be limited to, an expansion of the commercially zoned area with the Chemawa Activity Center area, as described in the Chemawa Activity Center Plan."

FIGURE 1: - SUBAREAS



The Keizer Station Plan is intended to build on the objectives that were previously used to guide the preparation of the Chemawa Activity Center Plan:

- Establish a northern gateway into the Salem/Keizer area;
- Provide an opportunity for multi-modal transportation options;
- Provide the opportunity to live, work and shop in close proximity to the Center;
- Provide an additional focal point for commerce and community activities;
- Enhance economic activity within the community without threatening the economic health and redevelopment activities along the River Road and Cherry Avenue corridors;
- Provide an appropriate site for community facilities;
- Offer a source of employment, particularly family wage jobs; and
- Be a Source of Pride.

We believe that the approach taken in this plan will fully meet these objectives and will result in an opportunity to realize the vision of an Activity Center at this location.

In addition to the recommendations regarding the Comprehensive Plan and Zoning maps, an assessment of transportation operations (both under existing and proposed zoning), an economic analysis documenting the need for commercial and industrial land in the city, and an analysis of public infrastructure needs is provided.

KEIZER STATION PLAN LAND USE AND ZONING

The proposed changes to the zoning pattern will result in a more logical balance of land use types, which provides a variety of employment opportunities at this location. The proposal takes advantage of the access and visibility of the Keizer Station Plan area and is designed to allow flexibility with applicable development standards. The proposal features a new zoning district called Employment General (EG) that develops standards to promote a mixed development pattern with industrial and commercial uses to serve as an employment center within the City. **Attachment A** presents staff's recommendation for the proposed EG zone. Other amendments are also recommended to various sections of the Development Code and are attached as **Attachments A** through **H**.

*

Based on the suggested changes to the Zoning Map (Figure 2) the following totals for the Keizer Station Plan area by zoning district results:

Zoning District	Existing Acres	Proposed Acres	Change/Acres
Industrial Business Park (IBP)	124.2	51.6	-75.5
General Industrial	0	32.1	+32.1
Commercial Mixed Use (CM)	18.8	11.4	-7.4
Mixed Use (MU)	36	34.5	-1.5
Public (P)	35.7	0	-35.7
Commercial Office (CO)	12.5	0	-12.5
Commercial Retail (CR)	0	1.5	+1.5
Single Family Residential (RS)	0	1.1	+1.1
Employment General (EG)	0	95	+95
Total Approximate Acres	227.2	227.2	

**The above listed acreage is based upon data from the Marion County Assessor's Office, December 2001.*

The existing and proposed zoning is further described for the five subareas of the Keizer Station Plan as follows:

Village Center

<u>Zoning</u>	<u>Existing Acres</u>	<u>Proposed Acres</u>
Employment General (EG)	0	95
Industrial General	0	2.1

Retail Service Center

<u>Zoning</u>	<u>Existing Acres</u>	<u>Proposed Acres</u>
Commercial Mixed Use (CM)	0	11.4
Single Family Residential (RS)	0	1.1
Commercial Office (CO)	12.5	0

Keizer Station Center

<u>Zoning</u>	<u>Existing Acres</u>	<u>Proposed Acres</u>
Mixed Use (MU)	36	34.5
Commercial Retail (CR)	0	1.5

Commerce Center

<u>Zoning</u>	<u>Existing Acres</u>	<u>Proposed Acres</u>
Industrial Business Park (IBP)	0	15.0
Commercial Mixed-Use (CM)	8.0	0
Public (P)	7.0	0

Entertainment and Sports Center

<u>Zoning</u>	<u>Existing Acres</u>	<u>Proposed Acres</u>
Industrial Business Park (IBP)	Including BPA 40.1 Not Including BPA 16.3	Including Ball Park 51.6 Not Including Ball Park 30.1
General Industrial (IG)	0	Including BPA 30 Not Including BPA 16.3
Public (P)	27.9	0

(BPA = Bonneville Power Administration)

*The above listed acreage is based upon data from the Marion County Assessor's Office

FIGURE 2: ALTERNATIVE PLAN ZONING MAP

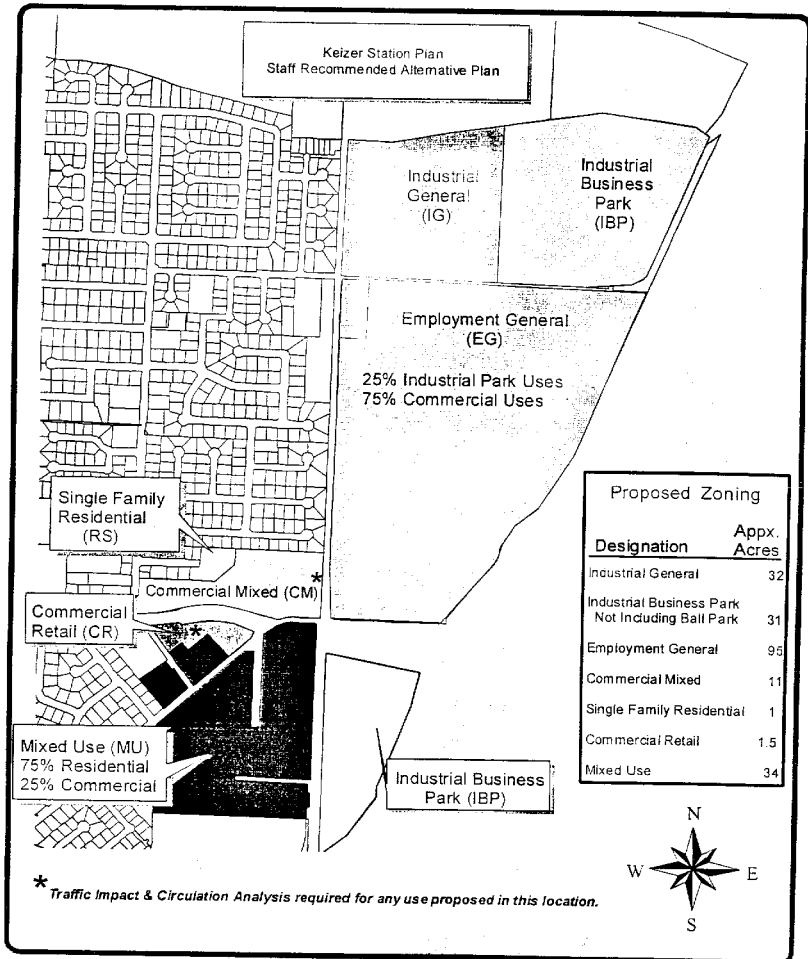
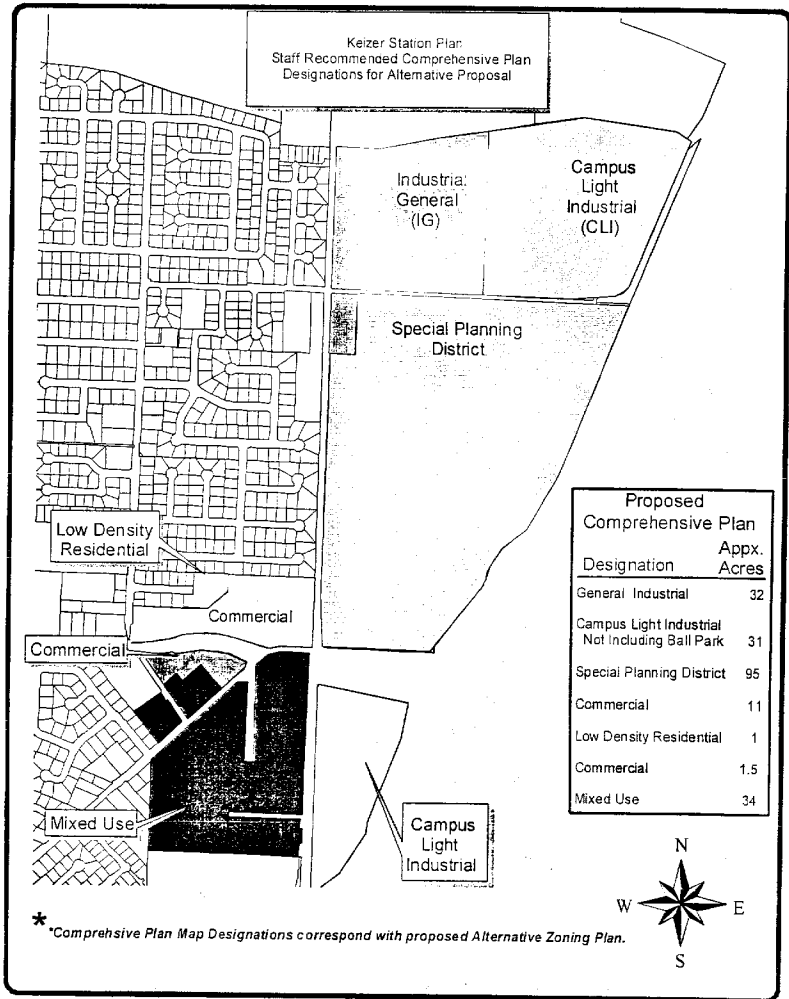


Figure 3: Alternative Comprehensive Plan Map Land Use Designations



SITE CHARACTERISTICS

One factor that will influence future development in the Keizer Station Plan area is the site's physical constraints. These constraints will shape where future development and infrastructure will be located and include:

- Utility easements, including the BPA and PGE powerline easements and facilities;
- ODOT access easements; and
- Rail right-of-way.

These areas are shown on Figure 3 and will need to be considered as the Keizer Station area develops.

KEIZER STATION PLAN SUBAREAS AND DESIGN GUIDELINES

The Keizer Station Plan has evaluated each of the five subareas from a development, urban design, transportation and public facilities perspective. Based on this evaluation, this Plan recommends a number of specific design guidelines and identifies development issues that will need to be addressed as development occurs in each subarea. The following section provides the specific subarea descriptions, design guidelines and issues that will guide future development in each of the following subareas:

- Village Center
- Retail Service Center
- Keizer Station Area
- Commerce Center
- Entertainment and Sports Center

KEIZER STATION PLAN IMPLEMENTATION PROCEDURES

Land Use Review Procedures

This Plan calls for the development of Master Plans for each of the five subareas. The Master Plans are to be reviewed and approved through a Type II-B review process in accordance with the Keizer Station Plan design guidelines. These Master Plans are to be publicly or privately prepared representing the actual intent of the developer or developers for a given area. It is recognized that the applicant of the master plan for an

area may not own or control all the land within the master plan boundary. The master plan shall still cover all the area. Individual subareas may determine a requirement for a minimum portion of ownership requirement prior to master plan approval. For those portions not owned or controlled by an applicant, the Master Plan shall focus on a cohesive interconnected system of planned public facilities and shall set general design guidelines to be used throughout the Master Plan area. Subdivision approval shall be based upon the zone and Section 3.108 as applicable.

The Master Plans will be developed and considered in accordance with the requirements of the Activity Center Overlay provisions (Chapter 2.125 of the Keizer Development Code). Individual subareas may require a detailed transportation system design plan as a requirement of Master Plan approval. Once a Master Plan is adopted, individual buildings and uses must receive Development Review and building permit approval. As part of the building permit process the proposal will be evaluated against the adopted Master Plan, zone standards, and applicable design standards as referenced in the Keizer Development Code. In the case of conflicts between the Keizer Station Plan and the Keizer Development Code, the Keizer Station Plan standards will apply.

- ◆ In order to establish the Type II B procedures, Section 3.101.02 of the Keizer Development Code is amended.
- * **See Recommended Text Amendments for Summary of Application Types – Section 3.101 of the Code. Attachment B.**
- ◆ In order to establish the criteria for Type II B review, a newly developed Chapter 3.113 of the Keizer Development Code shall be created.
- * **See Recommended Text Amendments for Keizer Station Master Plan Review – Newly Created Section 3.113 of the Code. Attachment C.**

Transportation Review Procedures

The Chemawa Activity Center Plan (1997) adopted a transportation level-of-service standard for future traffic operations at the signalized intersections on Lockhaven Drive and Chemawa Road between River Road and the eastern I-5 ramp. This level-of-service

standard (volume to capacity (V/C) ratio of 0.87) is included in Keizer's Transportation System Plan (TSP) as well. Traffic operations are a critical element of the future implementation of the Keizer Station Plan. Therefore, the Keizer Station Plan includes the 0.87 V/C ratio as adopted in the Chemawa Activity Center Plan. Specifically, the Keizer Station Plan includes the following level of service standard / policy for the evaluation of future development in the plan area:

The transportation requirements of the Keizer Station Plan include an underpass of Chemawa Road. The underpass is an important element of the overall transportation system needed to provide safe access to and from the developing areas of the Keizer Station Plan. Provisions for construction of the underpass shall be in place so as to not allow the intersection of Radiant Drive with Chemawa Road to fall below a volume to capacity (v/c) ratio of 0.87 as calculated by the critical movement analysis methodology as development occurs.

The Chemawa Activity Center provided for widening of off-ramps at the Chemawa Road Interchange. It is the recommendation of the Department of Public Works that the off-ramp improvements, if necessary, be constructed as a regional improvement to the I-5 Interchange. Funding shall be provided by all parties benefiting from the improvements (i.e. City of Salem, Marion County, ODOT and the City of Keizer.)

During the master planning process, circulation to and within the Keizer Station Plan shall be addressed to promote pedestrian and bicycle access to the site from all surrounding areas.

All new public streets shall be constructed to the requirements of the City of Keizer Department of Public Works Design and Construction Standards in place at the time of development.

Street right of way dedications and street vacations will be required. Prior to development, an overall preliminary plan shall be submitted for review and approval by the Department of Public Works indicating the location of all proposed public and private streets to be dedicated and vacated.

Utility Review Procedures

General:

- A. A street lighting master plan shall be developed during the "Concept Design Plan" phase of development of the subject property. A street lighting district shall be created while under the control of the developer to provide for adequate streetlights along the frontage of all new street rights of way.
- B. 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.
- C. 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.
- D. Street opening permits are required for any work within the City Right of Way that is not covered by a Construction Permit.

Sanitary Sewer:

A portion of the Keizer Station Plan is located within the original Keizer Sewer District and a portion is located outside of the original district. The developer will construct the sewer trunk line and pay an acreage fee for the property outside of the original district.

- 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 entire project shall be served by an existing 18-inch trunk sewer located adjacent to Keizer Stadium.
- B. City of Salem approval for both sewer trunk lines and local sewers are required. Permits from the City of Salem are 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.

Domestic Water:

- A. A master water system plan showing proposed routes of public water mains, fire hydrants and individual services shall be prepared prior to submission of construction plans for the development. Location of all meters shall be approved by the Keizer Department of Public Works. To provide for adequate peak consumption and fire protection requirements it is anticipated that new public wells and storage facilities will be required. Appropriate easements for all public water mains and fire hydrants will be required if construction is to be outside of public right of ways. Dedication of property to the City shall be required for any wells or storage facilities developed. Any system development charges for water system improvements will be those in place at the time of individual service connections.
- B. 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.
- C. Existing wells on the subject property are to be located by the developer and reviewed by the Keizer Department of Public Works to determine if existing water rights can be transferred to municipal use. If so, the developer shall make the transfer at the request of the City. The City will be responsible for any fees charged by the State of Oregon associated with the transfer. If the wells cannot be

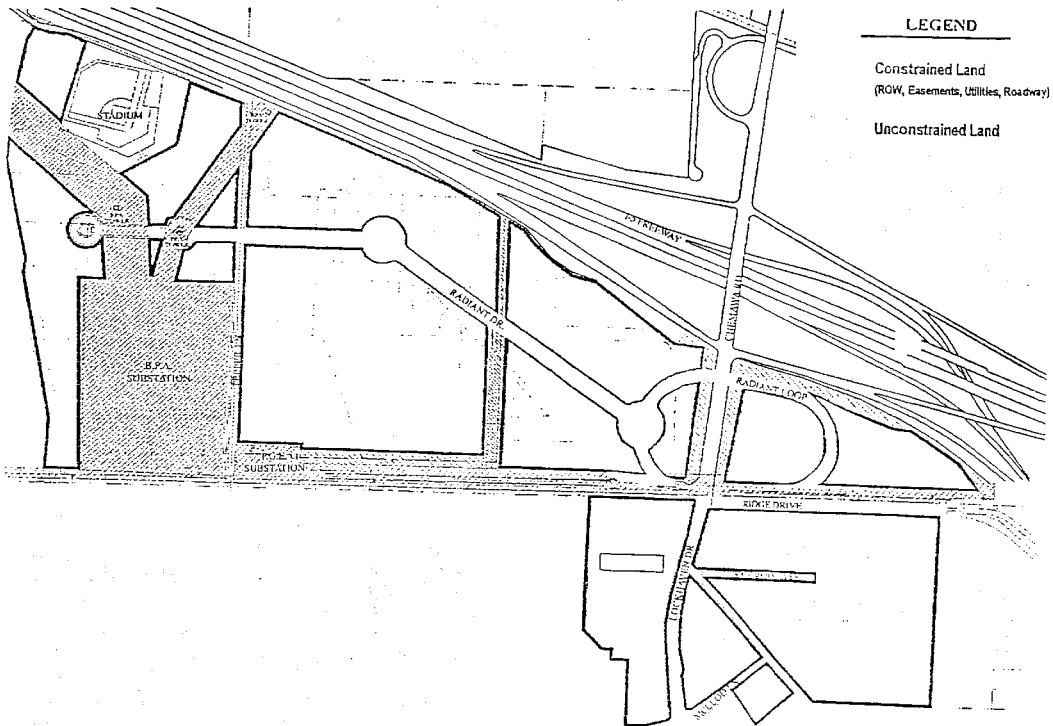
incorporated into the city system, the developer shall abandon them in accordance with the rules of the Oregon State Water Resources Department.

Storm Sewer:

- A. Development plans will require an evaluation of 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 development an overall storm water master plan shall be submitted for review and approval by the Department of Public Works.
- B. Storm water detention will be required. All storm water and roof drains shall be connected to an approved system designed to provide adequate drainage for the proposed new driveways and other impervious surfaces.
- C. A grading and drainage plan shall be prepared and submitted for review and approval by the Department of Public Works. Details shall include adequate conveyance of storm water from adjacent property across the subject property.
- D. Chapter V of the Keizer Station Plan provides a detailed description of the various drainage basins within the Keizer Station Plan area. In all cases, storm water detention and treatment will be required to the standards in place at the time of development
- E. It is anticipated that the property will develop in phases. Prior to development, a phasing plan shall be submitted for review and approval by the Department of Public Works to indicate how the storm water system will be developed to provide service to each area.



FIGURE 3: SITE CONSTRAINTS



LEGEND

Constrained Land
(ROW, Easements, Utilities, Roadway)

Unconstrained Land

ANKROM MOISAN
ASSOCIATED ARCHITECTS



KEIZER STATION VILLAGE CENTER

I. PURPOSE AND OBJECTIVES

- A. **Purpose:** The Village Center (97.1 acres) is the heart of the Keizer Station Plan. The Village Center will provide the opportunity to establish a true activity center that will focus on offering a variety of commercial activities such as specialty retail stores, hospitality services, theaters and larger retail uses. In order to achieve the necessary mix of uses and design environment to create the Village Center, this plan sets forth a series of objectives for new development to accomplish.

Key issues that will need to be considered as the Village Center develops include:

- Location and design of Radiant Drive.
- Location and design of Radiant Loop Road.
- Traffic operations at the Chemawa Interchange.
- Physical constraints (e.g. power lines, utility easements, rail right-of-way) that will influence the amount of buildable land and building locations.
- Phasing of development.

- B. **Objectives:** Development in the Village Center will be focused on achieving the following objectives:

- Provide a Northern Gateway to Keizer
- Develop a Variety of Employment Opportunities
- Create a Focal Point for Commerce and Community Activities
- Establish a Place for Multiple Activities
- Provide a Gateway to Entertainment and Sports Activities
- Be A Source of Employment Opportunities



- C. **Base Zones:** In order to achieve the Village Center Development Objectives, the Comprehensive Plan designation for property within the Village Center shall be Special Planning District. Property within the Village Center shall be zoned as follows:

Zoning	Acres
Employment General (EG)	95.0
Industrial General (IG)	2.1
- Existing Substation	

II. VILLAGE CENTER DESIGN STANDARDS

In addition to the development standards of the underlying zone, Employment General (EG) – Section 2.119, future development within the Village Center shall comply with the following design standards:

- A. **Development Standards:** Keizer Development Code Section 2.315 *Development Standards* requires all new commercial, industrial and multi-family development to apply for Development Review and to comply with standards identified in Section 2.315.08. The development standards embodied in the ordinance are administratively reviewed at the time of a building permit. Compliance to the standards is a condition of building permit approval. These standards are intended to be objective and to serve as a guide to designers of developments. Any alternative proposal to the design standards shall be reviewed by the Planning Commission.

* **See Attachment D; Development Standards – Section 3.315 of the Code for reference.**

- B. **Additional Design Standards:** Development throughout the Village Center will be controlled by a set of design standards aimed at establishing an environment that promotes a coordinated approach to developing the entire 97.1 acres. The intent is to establish design standards in addition to the standards identified in Section 2.315 of the Code that will guide future development in a manner that will achieve the development objectives for the Village Center. In addition to the development standards in the EG zone – Section 2.119 and Development

Standards – Section 2.315, the following Design Standards shall apply to new development in the Village Center area:

1. **Gateway.** In order to achieve the objective of making the Village Center a gateway to Keizer, a gateway feature visible from I-5 shall be provided.
2. **Weather protection.** Weather protection for pedestrians, such as awnings, canopies and arcades, shall be provided at building entrance(s). Weather protection is encouraged along building frontages abutting a public sidewalk or a hard-surfaced expansion of a sidewalk, and along building frontages between a building entrance and a public street or accessway.

* See Recommended Text Amendments for Employment General (EG) zone – Newly Created Section 2.110 of the Code. Attachment A.

III. VILLAGE CENTER TRANSPORTATION SYSTEM

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

- A. **Streetscape.** Radiant Drive is relocated to bisect the Village Center and will provide a landscaped entry into the commercial activities as well as providing a direct connection into the Entertainment and Sports Center. The design of Radiant Drive shall include landscape features as depicted on Figure 6.
- B. **Access.** Access from Radiant Drive to adjoining property shall be controlled. At a minimum, spacing between full access points shall be located no less than 600' apart. Limited access points (e.g. right-in/right-out) may be permitted based upon an assessment of traffic operations, including the proximity to existing access points, and the need to address internal circulation needs.
- C. **Pedestrian circulation:**
 1. The on-site pedestrian circulation system shall be continuous, connecting the ground-level entrances of primary structure(s) to the following:

- a. Streets abutting the site;
 - b. Parking areas;
 - c. Shared open spaces and play areas;
 - d. Abutting transit stops; and
 - e. Any pedestrian amenity such as plazas, resting areas and viewpoints.
- d. Adjacent buildings.
2. There shall be at least one pedestrian connection to an abutting street frontage for each 300 linear feet of street frontage.

IV. UTILITIES

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

- A. All utilities located adjacent to Radiant Drive and Radiant Loop shall be located underground.
- B. All other new utility connections and lines shall be located underground where practicable.

V. PARKING

Parking standards for the Village Center shall follow the standards located in the corresponding base zone as well as Off-Street parking and Loading – Section 2.302. In addition to these standards, the following shall also apply:

- A. Location of parking – If the building is located within 20 feet of Radiant Drive, there shall be no parking or maneuvering between the building and the street.

VI. LANDSCAPE

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 the Village Center along I-5 with the request for master plan approval.

RETAIL SERVICE CENTER

I. PURPOSE AND OBJECTIVES

- A. **Purpose.** The Retail Service Center (12.5 acres) is envisioned to offer community supporting retail services such as a food store, personal services and specialty retail. In addition, the plan proposes the completion of Dennis Ray Avenue to complete the residential neighborhood nearby. Key issues that will need to be considered as the Retail Service Center develops include:

- Site access.
- Buffering between adjacent residential areas.
- Traffic operations on Lockhaven.

- B. **Objectives:** Development in the Retail Service Center will be focused on achieving the following objectives:

- Complete residential neighborhood on Dennis Ray Avenue and provide a pedestrian and bicycle connection to nearby commercial activities;
- Provide convenient retail opportunities for nearby residential areas;
- Create a landscape buffer along the northern edge of the site;
- Protect traffic operations on Lockhaven Drive and McLeod Lane.

- C. **Base Zones:** In order to achieve the Retail Service Center Development Objectives, the Comprehensive Plan designation for property within the Retail Service Center shall be Low Density Residential for those properties zoned Single Family Residential and Commercial for the property zoned Commercial Mixed (CM). Property within the Retail Service Center shall be zoned as follows:

Zoning	Acres
Commercial Mixed Use (CM)	11.4
Single Family Residential (RS)	1.1

II. RETAIL SERVICE CENTER STANDARDS

- A. **Permitted Uses:** All permitted uses listed in the corresponding base zones are allowed in the Retail Service Center. In addition, the Commercial Mixed (CM) zone provides limitations to vehicular intensive uses from this subarea.
- B. **Development Standards:** Keizer Development Code Section 2.315 *Development Standards* requires all new commercial and multi-family development to apply for Development Review and to comply with standards identified in Section 2.315.08. The development standards embodied in the ordinance are administratively reviewed at the time of a building permit. Compliance to the standards is a condition of building permit approval. These standards are intended to be objective and to serve as a guide to designers of developments. Any alternative proposal to the design standards shall be reviewed by the Planning Commission.

* See Recommended Text Amendments in Commercial Mixed (CM) zone – Section 2.110 of the Code. Attachment E.

III. RETAIL SERVICE CENTER TRANSPORTATION SYSTEM

Traffic operations on Lockhaven Drive are an important design issue as the Retail Service Center develops. Careful consideration of the location of access points to Lockhaven Drive and McLeod to the site will need to occur. Based on initial traffic assessments for the Keizer Station Activity Center Plan, the following traffic-related elements shall be a part of future development of the Retail Service Center:

- A. Access to Lockhaven Drive will be via a single access point forming the northern leg of the Lockhaven Drive and Chemawa intersection. Additional or alternative access will only be allowed when it is demonstrated to the approval of the City Traffic Engineer that it can be designed so as to have minimal impacts on the safe and efficient flow of traffic on Lockhaven Drive.
- B. Access to McLeod may be provided via a single access point located as far north as possible. No automobile access shall be allowed to Dennis Ray Street. At the

City Traffic Engineer's discretion, this driveway may be limited to right-in/right-out depending on anticipated traffic flows.

- C. **Pedestrian Connectivity.** A pedestrian/bicycle connection to the Retail Service Center shall be provided at Dennis Ray Street. The circulation system shall include provisions to provide pedestrian and bicycle connections to the overall Keizer Station Activity Center area and to Dennis Ray Street.
- D. **Internal Circulation.** This is provided to allow internal circulation and avoid the need to use Lockhaven Drive for vehicle trips within the Retail Service Center.
- E. **Pedestrian circulation:**
 - 1. The on-site pedestrian circulation system shall be continuous, connecting the ground-level entrances of primary structure(s) to the following:
 - a. Streets abutting the site;
 - b. Parking areas;
 - c. Abutting transit stops; and
 - d. Adjacent buildings.
 - 2. There shall be at least one pedestrian connection to an abutting street frontage for each 300 linear feet of street frontage.

IV. UTILITIES

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

- A. All new utility connections and lines shall be located underground.

V. LANDSCAPE

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

- A. A coordinated landscape plan, including the use of trees, shall be provided for the frontage portion of the Retail Service Center along Lockhaven Drive and McLeod with the request for master plan approval.

KEIZER STATION CENTER

I. PURPOSE AND OBJECTIVES

- A. **Purpose.** The Keizer Station Center area (38.5 acres) is intended to allow for a mix of uses, both residential and commercial as well as opportunities for connection to public transit. Key issues that will need to be considered as the Keizer Station Center area develops include:

- Traffic operations on Lockhaven and Chemawa, especially at the intersection.
- Appropriate mix of uses.
- Compatibility with existing residential development.
- Location and operation of future Commuter Rail Transit Station.

- B. **Objectives:** Development in the Keizer Station Center area will be focused on achieving the following objectives:

- Compatibility with existing residential development.
- Mix of uses that support transit development.
- Preserving opportunities to support a future Commuter Rail Transit Station.

- A. **Base Zones:** In order to achieve the Keizer Station Plan Development Objectives, the Comprehensive Plan designation for property within the Keizer Station Center area shall be Mixed Use and Commercial. Property within the Keizer Station Center area shall be zoned as follows:

Zoning	Acres
Mixed Use (MU)	34.5
Commercial Retail (CR)	1.5

II. KEIZER STATION CENTER STANDARDS

- A. **Permitted Uses:** All permitted uses listed in the corresponding base zones are allowed in the Keizer Station Center. The Mixed Use zone is amended to require the property within the Keizer Station Center to be built with a ratio of a minimum 75% high-density residential development and 25% commercial development. In addition to the permitted uses, a Transit Station is allowed as a

Special Permitted Use in the Mixed Use zone. Section 2.4 of the Keizer Development Code is amended to add the following Supplemental Standards for a Transit Station:

- * **See Recommended Text Amendments in Mixed Use (MU) zone – Section 2.107 of the Code. Attachment F.**

The potential location of the Commuter Rail Transit Center in the Keizer Station Center is shown on Figure 4.

- * **See Recommended Text Amendments in Newly Proposed Section 2.429 of the Code, Special Use chapter for a Transit Station. Attachment G.**

- B. **Development Standards:** In addition to the development standards in the underlying base zones, Mixed Use – Section 2.107 and Commercial Retail - Section 2.109, the following design standard shall apply to CR zoned properties within the Keizer Station Center subarea:
 - 1. **Building orientation:** Buildings located within the Commercial Retail area shall have the building's primary entrance oriented to Lockhaven.

III. KEIZER STATION CENTER TRANSPORTATION SYSTEM

Traffic operations on Lockhaven Drive are an important design issue as the Keizer Station Center area develops. Careful consideration of the location of access points to Lockhaven Drive, McLeod and Chemawa will need to occur. Based on initial traffic assessments for the overall Keizer Station Plan, the following traffic-related elements shall be a part of future development of the Keizer Station Center:

- A. Access to Lockhaven Drive will be allowed when it is demonstrated to the approval of the City Traffic Engineer that it can be designed so as to have minimal impacts on the safe and efficient flow of traffic on Lockhaven Drive.
- B. Access to McLeod and Chemawa shall be coordinated with properties on both sides of these roads to minimize the number of access points and to align primary

access points opposite each other. At the City Traffic Engineer's discretion, driveways may be limited to right-in/right-out depending on anticipated traffic flows.

- C. The circulation system shall include provisions to provide pedestrian and bicycle connections to the overall Keizer Station Plan area.

IV. UTILITIES

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

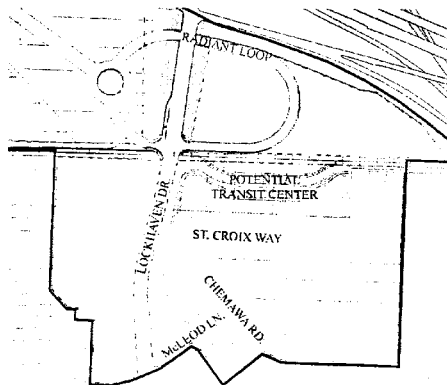
- A. All new utility connections and lines shall be located underground.

V. LANDSCAPE

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

- A. A coordinated landscape plan, including the use of trees, shall be provided for the frontage portion of the Keizer Station Center along Lockhaven Drive with the request for master plan approval.

FIGURE 3: Potential Commuter Rail Transit Center



COMMERCE CENTER

I. PURPOSE AND OBJECTIVES

- A. **Purpose:** The Commerce Center (15 acres) is proposed to have a mix of industrial and business-related activities. Key issues that will need to be considered as the Commerce Center develops include:

- Location and design of Radiant Loop Road;
- 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 the Commerce Center will be focused on achieving the following objectives:

- A Source of Employment Opportunities
- Protect Traffic Operations on Radiant Loop

- C. **Base Zone:** In order to achieve the Commerce Center Development Objectives, the Comprehensive Plan designation for property within the Commerce Center shall be Campus Light Industrial. Property within the Commerce Center shall be zoned as follows:

Zoning	Acres
Industrial Business Park (IBP)	15.0

II. COMMERCE CENTER STANDARDS

- A. **Permitted Uses:** All permitted uses listed in the corresponding base zone are allowed in the Commerce Center.
- B. **Development Standards:** Development Standards the underlying base zone, Industrial Business Park – Section 2.113 and Development Standards – Section 2.315 shall apply. In addition, the following standard shall apply:

1. The requirement in Industrial Business Park Section 2.113.05 H (Lot Coverage) for 20 percent of the gross area of a lot in the IBP district is reduced to 10 percent for the Entertainment and Sports Center.

* See Recommended Text Amendments in Industrial Business Park (IBP) zone – Section 2.113 of the Code. Attachment H.

III. COMMERCE CENTER TRANSPORTATION SYSTEM

The extension of Radiant Loop through the Commerce Center 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. Radiant Loop is established to bisect the Commerce Center to provide a landscaped entry into the Commerce Center and Village Center activities.
- B. Access from Radiant Loop to adjoining property shall be controlled. At a minimum, spacing between full access points shall be located no less than 600' apart. Limited access points (e.g. right-in/right-out) may be permitted based upon an assessment of traffic operations and the need to address internal circulation needs.

IV. UTILITIES

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

- A. All utilities located adjacent to Radiant Loop shall be located underground.
- B. All other new utility connections and lines shall be located underground.

V. LANDSCAPE

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 the Commerce Center along I-5 with the request for master plan approval.

ENTERTAINMENT AND SPORTS CENTER

I. PURPOSE AND OBJECTIVES

- A. **Purpose:** The Entertainment and Sports Center (71 acres) is the location of the Keizer Stadium as well as the potential location for a variety of entertainment, recreation and sports-related facilities. A portion of this area is devoted to existing industrial uses – a power substation. The Entertainment and Sports Center will be accessed via the extension of Radiant Drive through the Village Center. Key issues that will need to be considered as the Entertainment and Sports Area develops include:

- Location and design of Radiant Drive;
- Physical constraints that will influence the amount of buildable land and building locations;
- Phasing of development;
- Coordination with Keizer Stadium activities; and
- Relationship to Lake Labish restoration improvements.

- B. **Objectives:** Development in the Entertainment and Sports Area Center will be focused on achieving the following objectives:

- Providing development opportunities for recreation facilities while addressing building constraints;
- Creating a recreation and community center; and
- Providing compatible uses to the existing power transmission center.

- C. **Base Zone:** In order to achieve the Entertainment and Sports Area Center Development Objectives, the Comprehensive Plan designation for property within the Entertainment and Sports Center shall be Campus Light Industrial and General Industrial. Property within the Entertainment and Sports Center shall be zoned as follows:

Zoning	Acres
Industrial Business Park (IBP)	36.0
General Industrial (IG)	30.0

II. ENTERTAINMENT AND SPORTS CENTER DESIGN STANDARDS

In addition to the development standards of the underlying zone, Industrial Business Park—Section 2.113 future development within the Entertainment and Sports Center shall comply with the following design standards:

- A. **Permitted Uses:** All permitted uses listed in the corresponding base zones are allowed in the Entertainment and Sports Center area.
- B. **Development Standards:** In addition to the development standards in the underlying base zones, the following design standards shall apply:
 - 1. The requirement in Industrial Business Park Section 2.113.05 H (Lot Coverage) for 20 percent of the gross area of a lot in the IBP district is reduced to 10 percent for the Entertainment and Sports Center.
 - 2. The requirement in General Industrial Section 2.114.05 B (Dimensional Standards – Structure Height) is amended to allow an additional one foot of height for every five feet of setback from residential areas in the Entertainment and Sports Center.

III. ENTERTAINMENT AND SPORTS CENTER TRANSPORTATION SYSTEM

The extension of Radiant Drive into the Entertainment and Sports Center 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. Radiant Drive is relocated to bisect the Village Center and will provide a landscaped entry into the commercial activities as well as providing a direct connection into the Entertainment and Sports Center.
- B. Access from Radiant Drive to adjoining property shall be controlled. At a minimum, spacing between full access points shall be located no less than 600' apart. Limited access points (e.g. right-in/right-out) may be permitted based upon an assessment of traffic operations, including the proximity to existing access points, and the need to address internal circulation needs.

C. Pedestrian circulation:

1. The on-site pedestrian circulation system shall be continuous, connecting the ground-level entrances of primary structure(s) to the following:
 - a. Streets abutting the site;
 - b. Parking areas;
 - c. Shared open space and play areas; and
 - d. Abutting transit stops;
 - e. Any pedestrian amenity such as plazas, resting areas and viewpoints; and
 - f. Adjacent buildings.
2. There shall be at least one pedestrian connection to an abutting street frontage for each 300 linear feet of street frontage.

IV. LANDSCAPE

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 the Entertainment and Sports Center along I-5 with the request for master plan approval.



September 3, 2002

AGENDA ITEM 7b

FINAL REPORT ON AIR QUALITY/FACILITY CLEANUP PROJECT

CITY COUNCIL MEETING: SEPTEMBER 3, 2002

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

THRU: CHRIS EPPLEY, CITY MANAGER

FROM: DIANNE HUNT, HUMAN RESOURCES DIRECTOR

SUBJECT: AIR QUALITY/FACILITY CLEANUP – FINAL REPORT

BACKGROUND:

At the January 7, 2002 Council meeting, Council directed staff to proceed with completing recommendations to clean City Hall and Police buildings. In February 2002, Council allocated \$102,690 to complete the 5-phase cleanup, including having both buildings re-tested.

All work has been completed as outlined in the attached Facility Cleanup Status Report (Attachment 'A'). In addition, Succeed Safety & Health Services, Inc. completed the re-testing and has submitted their final report (Attachment 'B'). Generally, the report indicated air quality to be within acceptable levels.

The report offered some recommendations and staff will continue to monitor indoor air quality based upon these recommendations.

On behalf of the City of Keizer staff, we would like to thank the City Council for their expedient action to ensure a safe and healthy work environment.

FISCAL IMPACT:

In February 2002 Council appropriated \$102,690 toward this project. The final cost for the project, including retesting, is \$48,286. Refer to Attachment 'C' for the cost breakdown.

RECOMMENDATION:

Staff recommends the Council accept the final report.

**FINAL REPORT – SEPTEMBER 3, 2002
FACILITY CLEAN-UP
PHASES I, II, III, and IV**

ATTACHMENT 'A'

Phase I

Rotation of Filters – Ongoing process

Improve air intake into the Police building - Completed

Install fan in the Property & Evidence room – Completed

Phase II

(a) carpet removal and replacement with tile (Police) – Completed

(b) initial thorough cleaning – Completed

(c) carpet cleaning – Completed

Phase III

Increase air intake into the City Hall building by replacing the existing fiberglass ducts going to the West end of city Hall which includes bringing in 10% filtered outside air into the building – Completed

Phase IV

(a) clean ductwork – Completed

(b) Present Council with maintenance and housecleaning plan – Completed

(c) Identify unforeseen issues and present to Council – No unforeseen issue occurred.

Phase V

(a) Implement housecleaning plan – Completed

(b) Present Council with Final Report – Completed

(c) Retest – Completed



August 16, 2002

Dianne Hunt
City of Keizer
P.O. Box 21000
Keiser, Oregon 97307-1000

Dear Ms. Hunt:

It was a pleasure to assist with the Indoor Air Quality Evaluation that was conducted at City of Keizer Police Station and City Hall, 930 Chemawa Road, NE, Salem, Oregon. These services were provided at your request to evaluate the indoor air quality and associated factors in this building following the implementation of previous recommendation in the Police Station. Attached is the Industrial Hygiene report summarizing the evaluation that was conducted between July 8 and 10, 2002. Air monitoring was conducted for basic indoor air quality parameters and microbial contaminants in five interior locations on July 8 and one interior location on July 10, 2002. Three radon samples were also collected between July 8 and 10, 2001 in the City Hall Building.

Please feel free to contact me if you have any questions or need any further assistance.

Sincerely,

Kelly S. Keeth, CIAQP, CMC
Certified Indoor Air Quality Professional
Indoor Air Quality Program Manager
SUCCEED Safety & Health Services, Inc.
Direct Phone Line 503.630.3651
www.lossfree.com
Email: kelly@lossfree.com

Attachments

Indoor Air Quality Evaluation:

At: City of Keizer, Police Station and City Hall
930 Chemawa Road, NE.
Salem, Oregon

For: City of Keizer
P.O. Box 21000
Keizer, Oregon 97307-1000

SUCCEED Project No.: KKMM.070802.COK.IAQ

Work Performed By:

Kelly S. Keeth, CIAQP, CMC and
Mike Madison, CMC
SUCCEED Safety and Health Services, Inc.
P.O. Box 502
Salem, OR 97308-0502

Date of Survey:

July 8, 2002 to July 10, 2002

Date of Report:

August 16, 2002

This report is a summary of only those conditions and practices of the facility, operation, and/or processes requested by you to be observed by us during our visit to the facility or operation. Situations, conditions, and exposures at a facility or operation can be variable and change. The evaluations and recommendations herein concern the observations made by us during our visit to the facility or operation. The sole reason for providing you with this information is to assist you in your responsibility of preventing accidents and losses. This report is neither a determination that the conditions and practices, whether observed or not, are safe nor a warranty that reliance upon it will prevent accidents and losses or satisfy local, state or federal regulations. Succeed Safety & Health Services, Inc. assumes no responsibility for your management and/or controls of these activities nor for the correction of conditions pointed out herein. This report is for the sole use of the party to whom it is addressed. No third party may rely upon this report, its accuracy, or its completeness, for any purpose whatsoever.

PROJECT SUMMARY

This assessment was performed to evaluate the indoor air quality for the City of Keizer, in the Police Station and City Hall buildings, 930 Chemawa Road, NE, Salem, Oregon. SUCCEED Safety and Health Services, Inc. (SUCCEED) was contacted to evaluate indoor air quality in the Police Station following the implementation of recommendations from previous indoor air quality evaluations. Recent modifications included installing an outside air intake on the air handler serving the detectives' room and removal of carpeting in many of the rooms and the main hallway. SUCCEED was asked to perform a follow up indoor air quality and microbial evaluation based to determine the current indoor air quality issues in the City Hall and Police Station. These services were provided at your request to evaluate the indoor air quality and associated factors in this building.

SUCCEED performed air monitoring for basic indoor air quality parameters for a short term during the microbial sampling on July 8, 2002 and July 10, 2002. A long term monitoring of the basic indoor air quality parameters was performed from July 8, 2002 to July 10, 2002. Two types of microbial air sample were collected from each of five interior locations and one outdoor location on July 8, 2002 and one indoor and one outdoor on July 10, 2002. Culturable and non-culturable (spore trap) air samples were collected from each of four indoor locations in the Police Station and one location in the City Hall and one outside location prior to the collection of the indoor air samples. Three radon samples were also collected in the City Hall between July 8, 2002 and July 10, 2002.

Air monitoring results demonstrated that average concentrations of carbon dioxide, carbon monoxide, and total airborne particulate were well below their respective permissible exposure limits (PELs) mandated by the Oregon Occupational Safety and Health Division (OR-OSHA) as well as recommended limits established by the American Society of Heating Refrigeration and Air-Conditioning Engineers (ASHRAE) and other professional organizations. The measured temperature and humidity was generally within the ASHRAE recommended parameters in the areas evaluated.

Analytical results of all culturable and non-culturable fungal air samples collected indoors indicated that fungal concentrations indoors were lower than the concentrations detected outdoors and were of similar biodiversity. Minor variations in fungal taxa were seen in a few locations; however, these variations were not significant relative to outside air. In general, indoor fungal concentrations were less than 49 percent of the average fungal concentrations found in the outside air samples. These results are similar to what would be anticipated in a "typical" building of this type. The only exception to the indoor fungal air samples was elevated *Penicillium*/*Aspergillus* types of spores on the

spore trap air sample collected in the evidence room. This variation is likely due to the historic dust and nature of the contents in this room.

Air monitoring results demonstrated indoor radon concentrations to be at acceptable levels. These samples indicate acceptable radon concentrations indoor during the summer months. Rechecking these levels during the winter months is recommended, as buildings are typically kept more closed up during the winter months, which was the time of year when previous radon testing in this building produced borderline results.

Based on the site investigation and sampling, SUCCEED offers the following recommendations for these buildings.

City Hall

- Reevaluate ambient radon concentrations during the winter months when the building is closed up tighter.

Police Station

- Evaluate the amount of supply air that is being provided to the records room. Investigate the possibility of increasing the amount of outside air and/or the total amount of air reaching this area.
- Check the balancing of the ventilation system to assure that air distribution in this building is appropriate based on the current usage.
- Clean the evidence room to remove surface dust and consider modification of the cleaning and storage procedures to prevent future dust accumulation.
- Modify the ventilation system to assure that dedicated supply air is being provided to the evidence room.
- Continue to clean building surfaces in a manner, which prevents accumulation of dust.
- Continuing to monitor indoor air quality complaints and maintain the ventilation system on a regular basis.

BACKGROUND

This assessment was performed to evaluate the indoor air quality for the City of Keizer, in the Police Station and City Hall buildings, 930 Chemawa Road, NE, Salem, Oregon. SUCCEED Safety and Health Services, Inc. (SUCCEED) was contacted to evaluate indoor air quality in the Police Station following the implementation of recommendations from previous indoor air quality evaluations. Recent modifications included installing an outside air intake on the air handler serving the detectives room and removal of carpeting in many of the rooms and the main hallway. SUCCEED was asked to perform a follow up indoor air quality and microbial evaluation based to determine the current indoor air quality issues in the City Hall and Police Station. These services were provided at your request to evaluate the indoor air quality and associated factors in this building.

These two building are single story brick buildings that were originally designed and used as schools built in the 1960's. The original designs of the larger portions of the buildings were classrooms with large open spaces. Many of these areas now have partitions and other obstructions that hinder proper air circulation. Additionally, locations of return air grills and thermostats further impact occupant comfort. The focus of this investigation was the Police Station as the majority of the original occupant complaints were from this area. Radon sampling and a single location were selected in the City Hall for basic indoor air quality and microbial sampling.

The Police Station had previously experienced roof leaks, plumbing leaks, leaks from HVAC equipment and other sources. Many of these leaks have been repaired. Many of the interior surfaces that were impacted by these leaks have been cleaned, repaired, or replaced. This includes the removal and replacing of the carpeting in the main hallway and in many of the large rooms adjacent to the hallway. Ductwork and ceiling issues as well as cleaning have also been addressed in the main impact areas. The HVAC unit in the detectives room has also been modified to allow outside air to enter the system.

SUCCEED performed air monitoring for basic indoor air quality parameters were monitored short term during the microbial sampling on July 8, 2002 and July 10, 2002. A long term monitoring of the basic indoor air quality parameters was performed from July 8, 2002 to July 10, 2002. Two types of microbial air sample were collected from each of five interior locations and one outdoor location on July 8, 2002 and one indoor and one outdoor on July 10, 2002. Culturable and non-culturable (spore trap) air samples were collected from each of four indoor locations in the Police Station and one location in the City Hall and one outside location prior to the collection of the indoor air samples. Three radon samples were collected in the City Hall between July 8, 2002 and July 10, 2002.

METHODOLOGY

Carbon monoxide, carbon dioxide, temperature, and relative humidity measurements were taken using a TSI Q-Track 8551 Indoor Air Quality Meter. The Q-Track was calibrated to known gas concentrations to assure the accuracy of results. This air quality meter is capable of simultaneously measuring all four parameters and storing the data for extended time-periods. This instrument is capable of simultaneously measuring all four parameters and storing the data for extended time-periods.

The Q-Track takes a measurement once every second, for the purpose of this evaluation; this information was averaged over a one-minute period during the survey (short term) sampling and over a 15-minute period during the long-term sampling. The results that are reported in the table below are the average for the period evaluated in each location and the range over the period evaluated.

In addition to the Q-Track, a TSI DustTrack Aerosol Monitor Model 8520 was used to measure airborne particulate. This instrument was used in a similar fashion in the same locations as the Q-Track. While in place this instrument also performed measurements over a one-minute period during the short-term sampling and over a 15-minute period during the long term monitoring. These measurements were collected to determine airborne particulate concentrations during the period evaluated.

Short Term Sampling Locations

- Outdoors 7/08/02
- Police Station Records Room
- Police Station Detectives Office
- Police Station Sergeants Office
- Police Station Traffic
- City Hall Billing Department
- Outdoors 7/10/02
- Police Station Evidence Room

Long Term Sampling

- Police Station Records Room

Fungal Air Samples

Culturable airborne fungal samples were collected using an Aerotech 6, Viable Microbial Particle Sampler with direct deposition onto an agar plate containing 2% malt extract agar (MEA). This growth media allows for speciation and

enumeration of fungi after allowing for the proper incubation period. Each sample was collected for a two-minute duration using a high volume sample pump calibrated to a flow rate of 28.3 liters per minute (lpm). Culturable air samples were numbered with a 100 series number (e.g., C-100).

Non-culturable airborne fungal samples were collected using an Allergenco MK3 spore trap sampler with a greased microscope slide as the collection media. These slides were also analyzed for the speciation and enumeration of fungi. Spore trap air samples were collected at approximately the same time and location as the culturable air samples. Each sample was collected for a five-minute duration at a flow rate of 15 lpm. Spore trap air samples were numbered with a 500 series number (e.g., C-500).

Culturable and spore trap air samples were collected from the following locations:
July 8, 2002

- C-100/500 Outside, Side of Police Station by the New HVAC Intake
- C-101/501 Police Station, Records Room
- C-102/502 Police Station, Detectives Office
- C-103/503 Police Station, Sergeant's Office
- C-104/504 Police Station, Traffic
- C-105/504 City Hall, Billing Department

July 10, 2002

- OAC-101/500 A Outdoors
- C-101/501 A Police Station Property Room

All culturable air samples collected during this survey were submitted to P&K Microbiology Services (P&K), Cherry Hill, New Jersey for analysis. Samples were shipped overnight to P&K for incubation and analysis. P&K's report identifies taxa, colony counts, and rank order percentage to describe the frequency of each taxa identified. These samples were also submitted to allow for speciation of *Penicillium* and *Cladosporium* species.

Spore trap air samples collected during the course of this survey were shipped overnight to Environmental Microbiology Laboratory, Inc. (EML), for direct microscopic analysis. Results identified the taxa and number of spores per cubic meter of air to describe the relative frequency of each taxa identified.

Radon

Radon samples were collected from three locations in the City Hall building. The radon samples that were previously collected in the City Hall building were at or slightly above the recommended levels. Additional samples were collected to determine current radon concentrations in this building. Air samples were

collected by placing an Air Chek, Inc. Radon Test Kits in place for approximately three days. These sampling devices are passive diffusion monitors that are intended to be suspended in freely moving air, 4 to 8 feet above the floor and remaining for at least 48 hours. These samplers were then sealed as per manufacturers instructions and mailed back to Air Chek, Inc. in Fletcher, North Carolina, for analysis. Air Chek, Inc. is an EPA approved Radon Testing Laboratory.

FINDINGS

Table 1
Basic Air Quality Parameters

Location	Carbon Dioxide (Ave ppm) (low-high)	Temperature (Ave def F) (low-high)	Relative Humidity (Ave Percent) (low-high)	Carbon Monoxide (Ave ppm) (low-high)	Airborne Particulate (Ave mg/m ³) (low-high)
Outdoors 7/08/02	370 (365-393)	71.0 (68.6-74.8)	48.2 (44.2-50.8)	0 (0-<1)	0.010
Police Station Records Room	969 (859-992)	74.0 (73.2-74.7)	45.2 (42.3-48.0)	0 (0-<1)	0.010
Police Station Detectives Office	866 (722-901)	73.2 (72.5-73.4)	46.0 (41.8-48.0)	0 (0-<1)	0.008
Police Station Sergeants Office	657 (609-711)	73.5 (72.8-74.6)	38.9 (38.0-39.7)	0 (0-<1)	0.008
Police Station Traffic	547 (540-580)	75.4 (74.9-75.8)	40.0 (39.9-40.9)	0 (0-<1)	0.010 (0.005-0.019)
City Hall Billing Department	755 (732-771)	76.5 (76.3-76.7)	45.4 (44.2-46.0)	0 (0-<1)	0.011 (0.007-0.018)
Police Station Records Room LONG TERM MONITORING	590 (393-956)	73.7 (70.8-76.5)	43.9 (39.4-49.3)	0 (0-<1)	0.005 (0.003-0.017)
Outdoors 7/10/02	463 (389-701)	84.4 (78.5-86.2)	38.6 (31.9-43.2)	0 (0-<1)	0.020 (0.012-0.029)
Police Station Evidence Room	657 (554-829)	79.5 (76.9-82.2)	33.3 (29.7-35.9)	0 (0-1)	0.022 (0.008-0.053)
Recommended Levels	1000	68-75 winter 73-79 summer	30-60	9	0.075

Carbon Dioxide

Average carbon dioxide concentrations measured during the short term survey portion of this evaluation ranged from 547 to 969 parts per million (ppm). The average carbon dioxide concentrations measured over fifteen minute intervals during the long-term evaluation ranged from 393 to 956 ppm. The overall average for the long-term evaluation was 590 ppm. Indoor carbon dioxide concentrations never exceeded 1000 ppm during this evaluation. The average outdoor carbon dioxide concentration on July 8, 2002 was 370 ppm.

The American Society of Heating, Refrigeration, and Air Conditioning Engineers, Inc. (ASHRAE) Standard 62-1999 *Ventilation for Acceptable Indoor Air Quality*, recommends that carbon dioxide concentrations be maintained no more than 700

ppm above outdoor levels. For the purpose of comparison, the outdoor level of carbon dioxide was assumed to be 300 ppm making it necessary to maintain the indoor carbon dioxide concentrations below 1000 ppm. The National Institute for Occupational Safety and Health (NIOSH) states that if carbon dioxide concentrations can be maintained below 600 ppm, with comfortable temperature and relative humidity levels maintained, complaints about indoor air quality should be minimal. The Oregon Occupational Safety and Health Division (OR-OSHA) occupational health standard for permissible exposure to carbon dioxide is 5000 ppm expressed as an eight-hour time weighted average (TWA).

Temperature

Average indoor temperatures measured during the short-term survey portion of this evaluation ranged from 73.2 to 79.5 degrees Fahrenheit (deg F). The Highest indoor temperature was detected in the evidence room; however, it appears that the recent outdoor measurement had not stabilized at the time of sampling.

The average indoor temperature measured over fifteen minute intervals during the long-term evaluation ranged from 70.8 to 76.5 deg F with an overall average of 73.7 deg F. This building is reportedly kept operating at the same temperatures 24 hours per day 7 days a week. Temperature monitoring demonstrated temperature ranges of almost less than 6 deg F within a single 24-hour day. Previous monitoring indicated fluctuations of more than 10 deg F.

ASHRAE had developed guidelines for recommended comfort zones for temperature. This zone lies between 68 deg F and 75 deg F for the winter months, or colder weather patterns and between 73 deg F and 79 deg F during the summer months, or warmer weather patterns. Measured temperatures were generally within the temperature range recommended for warmer weather patterns. However, many buildings in this area maintain a comfortable year round temperature between 70 and 74 deg F. The temperatures in these buildings are similar to what is usually seen in commercial spaces during the summer months. When temperatures are below 68 deg F or above 79 deg F, there may be an increase in occupant complaints regarding indoor air quality. In addition, temperature fluctuations of five degrees or more may result in an increased number of occupant complaints.

Relative Humidity

Average relative humidity levels measured during the short-term survey portion of this evaluation ranged from 33.3 to 45.2 percent. The average relative humidity level measured over fifteen minute intervals during the long-term evaluation ranged from 39.4 to 49.3 percent with an overall average of 43.9 percent.

Indoor levels of relative humidity were within the range recommended by AHSRAE of 30 to 60 percent. Relative humidity levels below 30 percent may produce discomfort from dryness, while relative humidity levels above 60 percent may contribute to microbial growth.

Carbon Monoxide

Carbon monoxide concentrations ranged from at or below the analytical limit of detection to 1 part per million during all phases of this evaluation. This is a considerable improvement over previous readings that peaked at 4 ppm.

The OR-OSHA occupational health standard for permissible exposure to carbon monoxide is 50 ppm as an 8-hour TWA. The American Conference of Governmental Industrial Hygienists (ACGIH) has recommended a Threshold Limit Value (TLV) of 25 ppm expressed as an 8-hour TWA. ASHRAE recommends that indoor air concentrations of carbon monoxide be maintained below the Primary National Ambient Air Quality Standard (NAAQS) for outdoor air set by the United States Environmental Protection Agency (EPA). The NAAQS for carbon monoxide is 9 ppm averaged over an 8-hour period.

Total Airborne Particulate

Average total airborne particulate concentrations measured during the short-term survey portion of this evaluation ranged from 0.008 to 0.022 milligrams per cubic meter of air (mg/m^3). The highest level, by almost double, was measured in the evidence room. The average airborne particulate concentration measured over fifteen minute intervals during the long-term evaluation ranged from 0.003 to 0.017 mg/m^3 with an overall average of 0.005 mg/m^3 .

The OR-OSHA occupational health standard for permissible exposure to total airborne particulate is 10 mg/m^3 expressed as an 8-hour TWA. The ASHRAE recommendation is to maintain airborne particulate concentrations below 0.075 mg/m^3 for a comfortable indoor environment. The average measured concentrations were well below this limit. However, peak levels exceeded this value for brief periods on Wednesday and Thursday nights around midnight. The

largest peak 0.093 mg/m³ was recorded at 11:34 pm on Thursday November 8, 2001.

Culturable Air Samples

Table 2
Culturable Fungal Samples
July 8, 2002

Location	Sample #	CFU Count	Fungal ID	Percentage (%) Total Conc. (cfu/ m ³)
Outdoors 7/08/02	OAC-100	25	<i>Cladosporium</i>	86
		2	<i>Penicillium</i>	7
		2	<i>Phoma</i>	7
				Total Conc. 512 cfu/m³
Police Station Records Room	C-101	2	<i>Cladosporium</i>	67
		1	<i>Basidiomycetes</i>	33
				Total Conc. 53 cfu/m³
Police Station Detectives Office	C-102	1	<i>Cladosporium</i>	100
				Total Conc. 18 cfu/m³
Police Station Sergeants Office	C-103	7	<i>Cladosporium</i>	78
		1	<i>Basidiomycetes</i>	11
		1	<i>Phoma</i>	11
				Total Conc. 159 cfu/m³
Police Station Traffic	C-104	8	<i>Cladosporium</i>	57
		2	<i>Penicillium</i>	14
		2	<i>Phoma</i>	14
		1	<i>Aureobasidium pullulans</i>	7
		1	<i>Basidiomycetes</i>	7
				Total Conc. 247 cfu/m³
City Hall Billing Department	C-105	2	<i>Cladosporium</i>	50
		1	<i>Penicillium</i>	25
		1	Yeasts	25
				Total Conc. 71 cfu/m³

Analytical results of culturable air samples indicated that indoor fungal concentrations were lower than outside air concentrations and contained similar taxa. Indoor fungal concentrations were 49 percent or less of the average outside air concentrations.

Indoor culturable air samples contained minor variations in fungal taxa of a single colony-forming unit (cfu) of various fungi that were found indoors and were not

found outdoors. The However, as stated by the American Conference of Governmental Industrial Hygienists (ACGIH) a few spores of various other types of fungal taxa identified indoors but not outdoors are not considered significant variations from outdoor air.

Table 3
Culturable Fungal Samples
July 10, 2002

Location	Sample #	CFU Count	Fungal ID	Percentage (%) Total Conc. (cfu/ m ³)
Outdoors 7/10/02	OAC-100A	13	<i>Cladosporium</i>	59
		4	<i>Penicillium</i>	18
		3	<i>Alternaria</i>	14
		1	<i>Epicoccum nigrum</i>	5
		1	<i>Nigrospora</i>	5
				Total Conc. 389 cfu/m³
Police Station Evidence Room	C-101A	6	<i>Cladosporium</i>	84
		1	<i>Penicillium</i>	14
				Total Conc. 124 cfu/m³

Analytical results of culturable air samples indicated that indoor fungal concentrations were lower than outside air concentrations and contained similar taxa. Indoor fungal concentrations were 32 percent or less of the average outside air concentrations. No variant fungal types were identified in this sample.

Spore Trap Samples

Table 4
Non-Culturable (Spore Trap) Fungal Samples
July 8, 2002

Location	Sample #	Raw Count (Spores)	Fungal ID
Outdoors 7/08/02	OAC-500	80	<i>Cladosporium</i>
		40	<i>Basidiospores</i>
		40	<i>Penicillium/Aspergillus</i> types of spores
		12	<i>Ascospores</i>
		5	<i>Smuts (Periconia/Myxomycetes)</i>
		4	<i>Rusts</i>
		3	<i>Alternaria</i>
		3	"Other Brown"
		1	<i>Fusarium</i>
			2,509 spores/m³
Police Station Records Room	C-501	16	<i>Penicillium/Aspergillus</i> types of spores
		4	<i>Basidiospores</i>
		4	<i>Cladosporium</i>
		1	<i>Alternaria</i>
			332 spores/m³
Police Station Detectives Office	C-502	4	<i>Penicillium/Aspergillus</i> types of spores
		4	<i>Cladosporium</i>
			106 spores/m³
Police Station Sergeants Office	C-503	8	<i>Penicillium/Aspergillus</i> types of spores
		4	<i>Ascospores</i>
		4	<i>Cladosporium</i>
		2	<i>Smuts (Periconia/Myxomycetes)</i>
			240 spores/m³
Police Station Traffic	C-504	52	<i>Cladosporium</i>
		8	<i>Basidiospores</i>
		8	<i>Penicillium/Aspergillus</i> types of spores
		1	<i>Smuts (Periconia/Myxomycetes)</i>
		1	<i>Torula</i>
			933 spores/m³
City Hall Billing Department	C-505	12	<i>Cladosporium</i>
		8	<i>Penicillium/Aspergillus</i> types of spores
		1	<i>Alternaria</i>
		1	"Other brown"
			293 spores/m³

Indoor spore trap samples contained lower total fungal concentrations in all of the indoor fungal samples. Indoor spore trap samples contained less than 38 percent of the total fungal concentration found outdoors. All of the indoor fungal air samples contained similar taxa to the outside air samples.

A minor variation of one single spore of *Torula* was identified indoors and not outdoors. All other fungi identified indoors were found outdoors at higher levels. This is not a significant variation from outdoor air but it typical variation in microbial sampling.

Table 5
Non-Culturable (Spore Trap) Fungal Samples
July 10, 2002

Location	Sample #	Raw Count (Spores)	Fungal ID
			Total Concentration (spores/m ³)
Outdoors 7/10/02	OAC-500A	152	<i>Basidiospores</i>
		60	<i>Cladosporium</i>
		32	<i>Ascospores</i>
		24	<i>Smuts (Periconia/Myxomycetes)</i>
		8	<i>Penicillium/Aspergillus</i> types of spores
		2	<i>Alternaria</i>
		2	<i>Monodictys-like</i>
			3,738 spores/m³
Police Station Evidence Room	C-501A	84	<i>Penicillium/Aspergillus</i> types of spores
		12	<i>Cladosporium</i>
		4	<i>Basidiospores</i>
			1,333 spores/m³

Indoor spore trap samples contained lower total fungal concentrations in the indoor fungal sample collected in the evidence room. Indoor spore trap samples contained less than 36 percent of the total fungal concentration found outdoors. The significant difference in the indoor air sample was the presence of *Penicillium/Aspergillus* types of fungi at 10.5 times the outdoor concentration. This result is likely the result of the historical dust and the types of materials stored in this room as the culturable levels of *Penicillium* and *Aspergillus* were acceptable.

This variation should result in improved cleaning methods in the evidence room to prevent heavy dust accumulation.

Radon

Table 6
Radon Samples

Location	Sample #	PCi/L	Testing Duration
City Hall Conference Room B	2803692	0.7	48 Hours
City Hall City Managers Office	2803691	1.0	48 Hours
City Hall Billing	2803693	0.5	48 Hours

Air monitoring results demonstrated indoor radon concentrations ranging from 0.5 pico Curries per liter of air (pCi/L) to 1.0 pCi/L. The Environmental Protection Agency (EPA) recommends maintaining an indoor radon concentration below 4 pCi/L. These samples indicate acceptable radon concentrations indoor during the summer months. Rechecking these levels during the winter months is recommended, as buildings are typically kept more closed up during the winter months, which was the time of year when previous radon testing in this building produced borderline results.

DISCUSSION

General

Based on Succeed's experience, carbon dioxide concentrations above 750 ppm are often associated with occupant complaints of stuffiness and/or afternoon drowsiness. Carbon dioxide concentrations in records are were at or above these levels for several hours per day. Increasing the amount of outdoor air entering the system serving this area or the amount of supply air that is provided to this area is recommended.

Carbon dioxide is the direct result of human exhalation and is thus dependant of occupancy. In general, carbon dioxide is used as an indicator of adequate amounts of outside air and the possible accumulation of airborne contaminants in inadequately ventilated spaces. Assurance of an adequate fresh outdoor air supply and adequate air exchange and distribution has been shown as the most effective method of correcting and preventing problems and minimizing complaints related to indoor air quality. ASHRAE currently recommends a minimum of 15 (reception areas) to 20 (office) cubic feet per minute (cfm) of outside air per person.

Providing for adequate air distribution and temperature control is also critical in maintaining a comfortable indoor environment. Air distribution in many of these modified work areas appeared to be inadequate for current occupancy. The most notable of these areas was the evidence storage room, which does not have a dedicated air supply air, only a passive vent into the adjacent room.

Temperature and relative humidity levels were within acceptable limits. Carbon monoxide and airborne particulate concentrations were below the recommended limits in all areas evaluated. The highest indoor particulate levels, as well as the only atypical fungal concentrations, were measure in the evidence room. Both are likely related to the amount of surface dust and the absence of a dedicated supply duct in this room. The evidence room should be thoroughly cleaned and then be regularly cleaned to prevent dust accumulation.

Cleaning should be done with lint free rags that are dampened with water or a mild cleaner (baby wipes for example) to prevent occupant reactions. As the evidence room has controlled access employees may need to assume the responsibility of cleaning this particular area. The use of sealed containers, lockers, or other devices that would be easier to clean is recommended.

Fungal Air Samples

There are currently no regulatory requirements at the federal state or local level that specifically pertain to permissible exposure limits for mold concentrations in an indoor environment. However, technical literature on this topic presents guidelines that may be used for interpretation purposes. The American Conference of Governmental Industrial Hygienists (ACGIH), the International Society of Indoor Air Quality and Climate Control (ISIAQ), and the American Industrial Hygiene Association (AIHA) have established microbial guidelines for indoor air. In general, recommendations call for indoor mold concentrations to be lower than outside concentrations, and the general biodiversity in the indoor air should be similar in taxa to the outdoor air, with no elevated "indicator" organisms present in the indoor air.

Either "Indicator" or "Marker" organisms are mycotoxin-producing organisms that have been implicated as being problematic in indoor environments, or fungi that have been identified in contaminated building materials. In the absence of contaminated building materials, mycotoxin-producing organisms such as *Aspergillus versicolor*, *Stachybotrys chartarum*, or *Penicillium* sp., for culturable samples or *Penicillium/Aspergillus* and *Stachybotrys* spores for spore trap samples are considered "Marker" taxa.

Microbial air sampling in the Police Station and City Hall indicated acceptable indoor levels with minor variations in fungal types that are typical of microbial

sampling in buildings of this type. The only significant variation was the evidence room, which had normal levels on the culturable air sample and elevated levels on the spore trap sample, which is likely due to the accumulated dust in this room and the nature of the contents.

Radon

Air monitoring results demonstrated indoor radon concentrations to be at acceptable levels. These samples indicate acceptable radon concentrations indoor during the summer months. Rechecking these levels during the winter months is recommended, as the buildings are typically kept more shut up during the winter months and that was when the previously borderline results were detected.

RECOMMENDATIONS

Based on the site investigation and sampling, SUCCEED offers the following recommendations for these buildings.

City Hall

- Reevaluate ambient radon concentrations during the winter months when the building is closed up tighter.

Police Station

- Evaluate the amount of supply air that is being provided to the records room. Investigate the possibility of increasing the amount of outside air and/or the total amount of air reaching this area.
- Check the balancing of the ventilation system to assure that air distribution in this building is appropriate based on the current usage.
- Clean the evidence room to remove surface dust and consider modification of the cleaning and storage procedures to prevent future dust accumulation.
- Modify the ventilation system to assure that dedicated supply air is being provided to the evidence room.
- Continue to clean building surfaces in a manner, which prevents accumulation of dust.
- Continuing to monitor indoor air quality complaints and maintain the ventilation system on a regular basis.

Field Work and Report by:

Kelly S. Keeth, CIAQP, CMC
Certified Indoor Air Quality Professional
Indoor Air Quality Program Manager
SUCCEED Safety & Health Services, Inc.
Direct Phone Line 503.630.3651

Reviewed by:

Kerry T. Cooley, IHIT
Industrial Hygiene Program Manager
SUCCEED Safety and Health Services, Inc.
Portland Area Phone 503.663.9493

Attachment #1

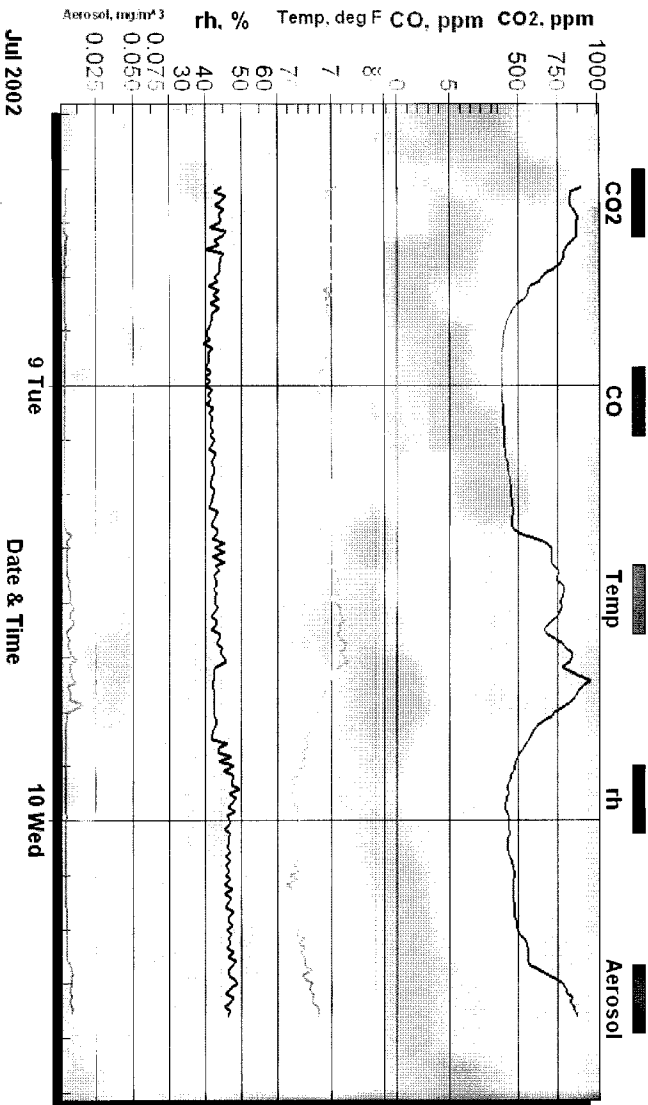
Microbial Sampling Results

Attachment #2

Graph of Long-Term Air Sampling Results

Indoor Air Quality Evaluation

Police Station Records Area



P & K Microbiology Services, Inc. Tel: 856-489-4455

The Environmental Microbiology Specialists
7 Allison Drive, Cherry Hill, New Jersey 08003

Client: Succeed Safety and Health, Salem, OR
 Project ID: KK.MM.7.08.02.CCI.IAQ
 Date sampled: July 8, 2002
 Date of inoculation: July 8, 2002
 Samples submitted By: Michael Madison
 Date characterization completed: July 16, 2002
 P&K Report No.: 020709-073

Fungal / Bacterial Analysis (Culture Method)

Air (Andersen) Samples

Sample ID	Air vol (L)	Medium used	Dilution factor	Fungal / Bacterial ID	Colony counts	Conc. ** (CFU / m3)	Percentage* (%)
OAC-100	56.6	MEA	NA	Fungi			
				Cladosporium	25	442	86
				Penicillium	2	35	7
				Phoma	2	35	7
						Total: 512	
C-101	56.6	MEA	NA	Fungi			
				Basidiomycetes	1	18	33
				Cladosporium	2	35	67
						Total: 53	
C-102	56.6	MEA	NA	Cladosporium	1	18	100
						Total: 18	
C-103	56.6	MEA	NA	Fungi			
				Basidiomycetes	1	18	11
				Cladosporium	7	124	78
				Phoma	1	18	11
						Total: 159	
C-104	56.6	MEA	NA	Fungi			
				Aureobasidium pullulans	1	18	7
				Basidiomycetes	1	18	7
				Cladosporium	8	141	57
				Penicillium	2	35	14
				Phoma	2	35	14
						Total: 247	
C-105	56.6	MEA	NA	Fungi			
				Cladosporium	2	35	50
				Penicillium	1	18	25
				yeasts	1	18	25
						Total: 71	

* Percentage of each group of fungi / bacteria in total population.

** Concentration is (CFU/Sample) if sample amount is NA.

Media types: Cellulose agar (CA), Czapek cellulose agar (CCA), cornmeal agar (CMA), 2% malt extract agar (MEA), 2% malt extract agar plus 20% sucrose (MEA+S), inhibitory mold agar (IMA), Pseudomonas isolation agar (PIA), rose bengal agar (RBA), sabouraud dextrose agar (SDA), tryptic soy agar (TSA), nutrient agar (NTA), Blood agar (BA), Staphylococcus Medium 110 (Staphy).

The detection limit of fungal and bacterial analysis using culture methods is one colony. The quantitation limits vary from analysis to analysis and from processing procedure to processing procedure. Contact us to determine your quantitation limits.

P & K Microbiology Services, Inc. Tel: 856-489-4455

The Environmental Microbiology Specialists
7 Allison Drive, Cherry Hill, New Jersey 08003

Client: Succeed Safety and Health, Salem, OR
Project ID: KK.MM.7.08.02.CCLIAQ
Date sampled: July 10, 2002
Date of inoculation: July 10, 2002
Samples submitted By: Michael Madison
Date characterization completed: July 19, 2002
P&K Report No.: 020711-073

Fungal / Bacterial Analysis (Culture Method)

Air (Andersen) Samples

Sample ID	Air vol (L)	Medium used	Dilution factor	Fungal / Bacterial ID	Colony counts	Conc. ** (CFU / m3)	Percentage* (%)
OAC-100	56.6	MEA	NA	Fungi	3	53	14
				Alternaria	13	230	59
				Cladosporium	1	18	5
				Epicoecum nigrum	1	18	5
				Nigrospora	4	71	18
				Penicillium	Total: 389		
C-101-A	56.6	MEA	NA	Fungi	6	106	86
				Cladosporium	1	18	14
				Penicillium	Total: 124		

* Percentage of each group of fungi / bacteria in total population.

** Concentration is (CFU/Sample) if sample amount is NA.

Media types: Cellulose agar (CA), Czapek cellulose agar (CCA), commel agar (CMA), 2% malt extract agar (MEA), 2% malt extract agar plus 20% sucrose (MEA+S), inhibitory mold agar (IMA), Pseudomonas isolation agar (PIA), rose bengal agar (RBA), sabouraud dextrose agar (SDA), tryptic soy agar (TSA), nutrient agar (NTA), Blood agar (BA), Staphylococcus Medium 110 (Staphy).

The detection limit of fungal and bacterial analysis using culture methods is one colony. The quantitation limits vary from analysis to analysis and from processing procedure to processing procedure. Contact us to determine your quantitation limits.

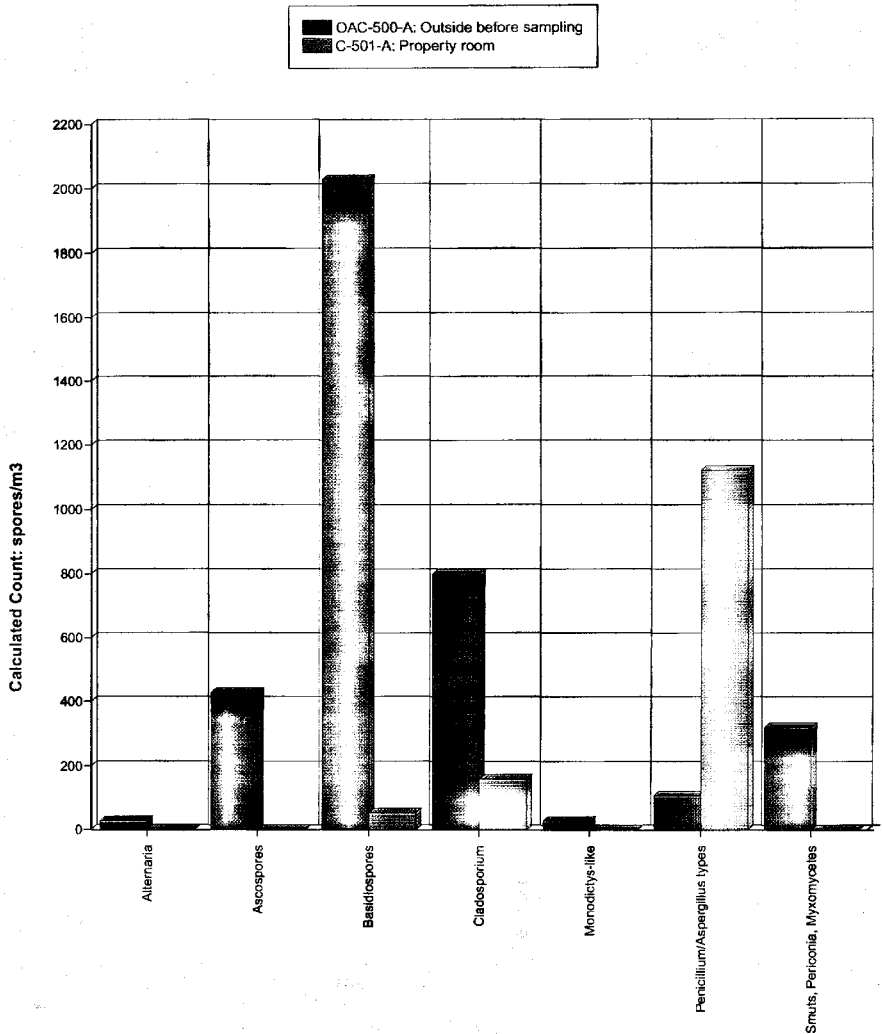
Approved by:

Chin S. Yang, Ph.D., Microbiologist

Quality control checked by:

SPORE TRAP REPORT: NON-VIABLE METHODOLOGY

Instrument used: Spore Trap Sampling Instrument



Comments:

Note: Graphical output may understate the importance of certain "marker" genera.

Client: Succeed Safety and Health Services, Inc.
C/O: Mr. Mike Madison
Rc: KK.MM.7.08.02.CCLIAQ; 930 Chmawa Rd.

Date of Sampling: 07-10-2002
Date of Receipt: 07-11-2002
Date of Report: 07-17-2002

SPORE TRAP REPORT: NON-VIABLE METHODOLOGY

Instrument used: Spore Trap Sampling Instrument

Location:	OAC-500-A: Outside before sampling		C-501-A: Property room	
Comments (see below)	None		None	
Lab ID-Version†:	81036-1		81037-1	
	raw ct.	spores/m3	raw ct.	spores/m3
Alternaria	2	27		
Arthrinium				
Ascospores*	32	427		
Aureobasidium				
Basidiospores*	152	2,030	4	53
Bipolaris/Drechslera group				
Botrytis				
Chaetomium				
Cladosporium	60	800	12	160
Curvularia				
Epicoccum				
Fusarium				
Monodictys-like	2	27		
Myrothecium				
Nigrospora				
Other colorless				
Penicillium/Aspergillus types†	8	107	84	1,120
Pithomyces				
Rusts				
Smuts*, Periconia, Myxomycetes*	24	320		
Stachybotrys chartarum (atra)				
Stemphylium				
Torula				
Ulocladium				
Unknown				
Zygomycetes				
Background debris (1-4+)††	2+		2+	
Sample volume (liters)	75		75	
TOTAL SPORES/M3		3,738		1,333

Comments:

* Most of these spore types are not seen with culturable methods (Andersen sampling), although some may appear as non-sporulating fungi. Most of the basidiospores are "mushroom" spores while the rusts and smuts are plant pathogens.

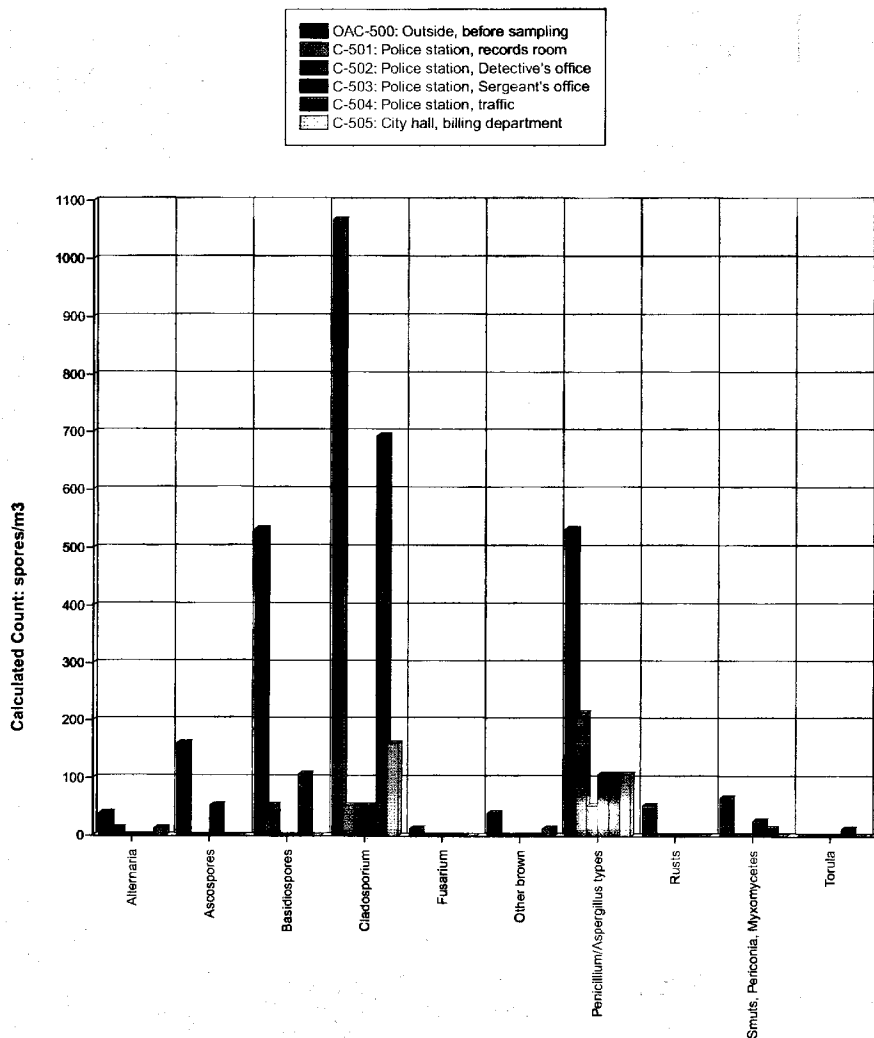
† The spores of *Aspergillus* and *Penicillium* (and others such as *Acremonium*, *Paecilomyces*) are small and round with very few distinguishing characteristics. They cannot be differentiated by non-viable sampling methods. Also, some species with very small spores are easily missed, and may be undercounted.

†† Background debris is an indication of the amount of non-biological particulate matter present on the slide (dust in the air) and is graded from 1+ to 4+ with 4+ indicating the largest amounts. To evaluate dust levels it is important to account for differences in sample volume. This background material is also an indication of visibility for the analyst and resultant difficulty reading the slide. For example, high background debris may obscure the small spores such as the *Penicillium/Aspergillus* group. Counts from areas with 4+ background debris should be regarded as minimal counts and may actually be higher than reported.

‡ A "Version" greater than 1 indicates amended data.

SPORE TRAP REPORT: NON-VIABLE METHODOLOGY

Instrument used: Spore Trap Sampling Instrument

**Comments:**

Note: Graphical output may understate the importance of certain "marker" genera.

Client: Succeed Safety and Health Services, Inc.
C/O: Mr. Mike Madison
Rc: KK.MM.7.08.02.CC.IA.Q; 980 Chemawa Rd.

Date of Sampling: 07-08-2002
Date of Receipt: 07-09-2002
Date of Report: 07-15-2002

SPORE TRAP REPORT: NON-VIABLE METHODOLOGY

Instrument used: Spore Trap Sampling Instrument

Location:	OAC-500: Outside, before sampling	C-501: Police station, records room	C-502: Police station, Detective's office	C-503: Police station, Sergeant's office	C-504: Police station, traffic	C-505: City hall, billing department
Comments (see below)	None	None	None	None	None	None
Lab ID-Version†:	80124-1	80125-1	80126-1	80127-1	80128-1	80129-1
	raw ct. spores/m ³	raw ct. spores/m ³	raw ct. spores/m ³	raw ct. spores/m ³	raw ct. spores/m ³	raw ct. spores/m ³
Alternaria	3 40	1 13				1 13
Arthrinium						
Ascospores*	12 160			4 53		
Aureobasidium						
Basidiospores*	40 533	4 53			8 107	
Bipolaris/Drechslera group						
Botrytis						
Chaetomium						
Cladosporium	80 1,070	4 53	4 53	4 53	52 693	12 160
Curvularia						
Epicoccum						
Fusarium	1 13					
Myrothecium						
Nigrospora						
Other brown	3 40					1 13
Other colorless						
Penicillium/Aspergillus types†	40 533	16 213	4 53	8 107	8 107	8 107
Pithomyces						
Rusts	4 53					
Smuts*, Periconia, Myxomycetes*	5 67			2 27	1 13	
Stachybotrys chartarum (atra)						
Stemphylium						
Torula					1 13	
Ulocladium						
Unknown						
Zygomycetes						
Background debris (1-4+)††	2+	2+	2+	2+	2+	2+
Sample volume (liters)	75	75	75	75	75	75
TOTAL SPORES/M3	2,509	332	106	240	933	293

Comments:

* Most of these spore types are not seen with culturable methods (Andersen sampling), although some may appear as non-sporulating fungi. Most of the basidiospores are "mushroom" spores while the rusts and smuts are plant pathogens.

† The spores of *Aspergillus* and *Penicillium* (and others such as *Acremonium*, *Paecilomyces*) are small and round with very few distinguishing characteristics. They cannot be differentiated by non-viable sampling methods. Also, some species with very small spores are easily missed, and may be undercounted.

†† Background debris is an indication of the amount of non-biological particulate matter present on the slide (dust in the air) and is graded from 1+ to 4+ with 4+ indicating the largest amounts. To evaluate dust levels it is important to account for differences in sample volume. This background material is also an indication of visibility for the analyst and resultant difficulty reading the slide. For example, high background debris may obscure the small spores such as the *Penicillium/Aspergillus* group. Counts from areas with 4+ background debris should be regarded as minimal counts and may actually be higher than reported.

‡ A "Version" greater than 1 indicates amended data.

CITY OF KEIZER
FACILITY AIR QUALITY CLEAN UP
FINAL REPORT

ATTACHMENT C

Item	City Hall		Police Department		Total	
	Estimate	Firm Bid	Estimate	Firm Bid	Estimate	Actual
Phase I, II & III						
Clean Auditorium	14,000	3,750	1,500	-	1,500	-
Clean Building			14,600	4,250	28,600	8,000
Evidence Room (Air circulation)	9,500	-	1,600	1,578	1,600	1,578
Fiberglass	3,000	4,578	-	-	9,500	-
Fresh air (HVAC)	5,000	2,240	1,000	940	4,000	5,516
Remove 2 half walls			10,000	-	10,000	-
Replace Carpet with Tile			10,000	14,350	15,000	16,590
Lift Concrete	1,900	-	-	1,000	-	1,000
Upgrade & Clean Filters			1,900	-	3,800	-
Phases IV & V						
Duct Cleaning	2,150	-	2,300	-	4,450	4,750
Carpet & Vinyl Cleaning	3,200	-	3,200	-	6,400	1,511
Increased Janitorial Costs					7,840	-
10% containment cost	5,000	-	5,000	-	10,000	-
Staff relocation						8,178
Re-testing						3,163
Grand Total	43,750	10,566	51,100	22,118	102,660	48,286

* Cost included in building cleaning includes Actual sq. ft. cost

* Cost included in Fresh air (HVAC)

Add sq. ft. & prep time

Add cost if concrete is lifted

Ongoing facility maint. line item

Auditorium carpets & wax new vinyl

* Cost included in Staff relocation Personnel, Computers & Phone



September 3, 2002

AGENDA ITEM 7C

MUNICIPAL COURT JUDGE EVALUATION REPORT

COUNCIL MEETING: September 3, 2002

AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

**THROUGH: CHRIS C. EPPLEY
CITY MANAGER**

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

Tracy

SUBJECT: KEIZER MUNICIPAL COURT JUDGE

BACKGROUND:

In December 2001 the City Council approved an extension of the contractual agreement between the City of Keizer and A. Carl Myers for Judicial Services for the Keizer Municipal Court. With the extension, an increase from the hourly rate of \$60 to \$70 was granted for the remainder of the 01-02 fiscal year. The adopted motion was:

Mayor Christopher moved a Resolution Authorizing the Mayor to Enter an Agreement for Municipal Court Judicial Services with A. Carl Myers at a rate of \$70 per hour for the remainder of the fiscal year (01-02) to increase as determined by the comparable cities survey and pending a satisfactory review of performance. Councilor McGee seconded the Motion.

As directed by the City Council, a salary comparison survey was conducted prior to the beginning of the 02-03 fiscal year. The salary review resulted in an average hourly rate of \$73 per hour. (Results attached)

Regarding the performance evaluation, the Council adopted Resolution 2002-1351 on August 5, 2002 which outlines the evaluation criteria and process. The City Council met in Executive Session on August 19th to review the performance of the Municipal Court Judge.

FISCAL IMPACT:

Funds are available in the 2002-03 Municipal Court Budget to allow for an increase in the salary of the Municipal Court Judge.

RECOMMENDATION:

It is recommended the City Council briefly report on the evaluation of the Municipal Court Judge. It is further recommended that based upon a satisfactory review of performance, the salary for the Municipal Court Judge be increased to \$73 per hour for the remainder of the contractual agreement.

MEMORANDUM

Human Resources Department

DATE: June 13, 2002

TO: Tracy Davis, City Recorder

Cc: Chris Eppley, City Manager

FROM: Dianne Hunt, Human Resources Director

SUBJECT: 2002 Salary Survey - Judge

In November 2001, staff presented to Council a salary survey for the Municipal Judge position. At that time, Council directed staff to conduct a second market analysis for this position in the Spring of 2002.

During the month of April 2002, ten of the City's twelve comparable entities were contacted (State of Oregon and Marion County were not contacted) and asked to provide the following information:

1. Types of cases handled
2. Whether the judge was an employee or contracted
3. Hourly Rate
4. Contracted Rate
5. Number of Day in Court
6. Number of Hours per month

The results of the Salary Survey are attached for your information and staff report to council.

The salary survey completed in November 2001 reflected an average hourly rate of \$79 per hour. The April 2002 survey resulted in an average hourly rate of \$73 per hour. The variance is due to an increase in the number of hours the city of Milwaukie's judge works per month. An increase from 12 hours to 16 hours reduced the hourly rate by \$31. Consequently, the overall average hourly rate decreased by \$6 per hour.

Keizer's Municipal Judge currently receives \$70 per hour.

Tracy, please let me know if you would like any additional information.

**City of Keizer
Salary Survey
Municipal Judge
June 2002**

<u>Jurisdiction</u>	<u>Contract Appointed Employee</u>	<u>Types of Cases Handled *</u>	<u>No. Days Per Month</u>	<u>No. Hours Per Month</u>	<u>Hourly Rate</u>	<u>Monthly Cost</u>
Albany (paid monthly)	Contracted	Mis/Inf./Ord Vio	20	58	\$82	\$4,779 ¹
Milwaukie (paid monthly)	Contracted	Ord Vio	2	16	\$94	\$1,500
Newberg (paid monthly)	Contracted	Mis/Inf/Ord Vio	4	32	\$55	\$1,763
Tualatin	Contracted	Ord Vio	1	1	\$60	\$60
Woodburn (paid hourly)	Contracted	Inf/Ord Vio	4	10	\$75	\$750
Average (June 2002):					\$73	
Average (Nov. 2001):					\$79	
Keizer (rate effective Nov. 2001)	Contracted	Inf/Ord Vio	4	16	\$70	

*Misdemeanors, Infractions, Ordinance Violations

1-judge pays for own protem



September 3, 2002

AGENDA ITEM 8a

**RESOLUTION – AUTHORIZING THE EXPENDITURE OF SPECIFIC
PURPOSE FUNDS – POLICE VESTS**

COUNCIL MEETING: 3 September 2002
AGENDA ITEM NUMBER: _____

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH : CHRIS EPPLEY
CITY MANAGER

FROM: H. MARC ADAMS
CHIEF OF POLICE

SUBJECT USDOJ Ballistic Vest Grant

ISSUE:

The City of Keizer has been awarded U. S. Department of Justice Ballistic Vest Grant money for the past 3 years. This grants returns up to 50% of the cost of each ballistic vest purchased by the department.

Ballistic vest are guaranteed for 5 years from date of purchase. We have to rotate our vest every 5 years. We have a scheduled rotation that replaces some vest each year.

FISCAL IMPACT:

The current budget authorizes the expenditure of \$4000.00 from the General Fund for ballistic vest purchases. We then take the reimbursement money and purchase additional vest and get reimbursed for 50% of the purchases and then purchase additional vest, etc. This process will allow us to double our money.

RECOMMENDATION:

Staff recommends the Council pass the Authorization of expenditure of specific purpose funds resolution allowing the Police Department to spend the USDOJ Grant reimbursement monies for additional ballistic vest...

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2002-_____

AUTHORIZATION OF EXPENDITURE OF SPECIFIC PURPOSE FUNDS

WHEREAS, the City of Keizer received funds during fiscal year 2002-2003 that were not anticipated prior to the adoption of the budget;

WHEREAS, such funds are to be used specifically for the expenditures identified below;

WHEREAS, ORS 294.326(3) provides for expenditure in the year of receipt of grants, gifts, bequests or devises transferred to the local government in trust for a specific purpose; NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer, that appropriations for the fiscal year ending June 30, 2003 be authorized in the amounts indicated below:

REVENUE SHARING FUND

	<u>Increase</u>	<u>Increase</u>
Capital Outlay	\$4,000	
Revenue – Police Grant		\$4,000

PASSED this _____ day of _____, 2002.

SIGNED this _____ day of _____, 2002.

Mayor

City Recorder



September 3, 2002

AGENDA ITEM 8b

APPROVAL OF AUGUST 5, 2002 REGULAR SESSION MINUTES

MINUTES
KEIZER CITY COUNCIL
Monday, August 5, 2002
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the regular meeting to order at 7:00 p.m. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Michel Gaynor, Councilor
Charles E. Lee, Councilor
Jerry McGee, Councilor
Jacque Moir, Council President
Judy K. Smith, Councilor
Richard Walsh, Councilor

Staff:

Chris Eppley, City Manager
Rob Kissler, Public Works Director
Maria Meier, Senior Planner
Marc Adams, Chief of Police
John Lien, City Attorney
Tracy L. Davis, City Recorder

PUBLIC TESTIMONY

Delores Teipel, 4729 12th Avenue, Keizer-questioned what steps would need to be taken to have 12th Street punched through to Brandon Street. She believed that this would make the neighborhood more accessible.

Responding to questions, Ms. Teipel indicated that it was an unimproved dedicated street.

Public Works Director Rob Kissler noted several spots in that area, which were unimproved. He indicated that costs could be an issue.

Staff agreed to provide a report to Council during the September 3rd Council Meeting.

Dennis Teipel, 4695 Lowell Avenue, Keizer-expressed concern regarding a bicycle ramp built in the alley across from 4729 12th Avenue. Mr. Teipel believed the

COMMITTEE REPORTS

location and height of the ramp were extremely dangerous for children in the area.

Mayor Christopher requested that staff survey the area in question and report back to Council.

a. PROCLAMATION- National Night Out

Mayor Christopher read the proclamation declaring August 6th as National Night Out in Keizer.

b. Willow Lake Facilities Plan Presentation

Paul Eckley, Operations Services Manager City of Salem-introduced the Francis Kessler Manager of the Willow Lake Treatment Plant and Randy Krueger who each supplied a presentation pertaining to the sewer system facilities and the requirement to bring the facility into DEQ standards by the year 2010.

Mr. Kessler outlined a proposal for an additional facility to be located at River Road Park, which would assist in meeting the DEQ standards. It was expected that the development of this facility would begin in 2004.

Mr. Kessler responded to questions regarding placement of the facility at River Road Park and a joint project with Salem Park's Department that may include improvements to the park, in addition to the added facility.

Mr. Kessler summarized the permitting process for the offsite peak excess flow facility, and the enhancement of the water quality leaving the facility.

Councilor Smith expressed concern with the population numbers used in the report.

Mr. Krueger indicated that these facilities were driven more by the weather conditions (five-year storm event) rather than population in this scenario.

Mr. Eckley provided an abstract of the financial savings aspect of the project up through the year 2010. He noted costs to Salem residents versus Keizer residents and funding options for the program. He indicated as part of the process a public hearing would be held before the

Salem City Council on August 12th with adoption of the plan optimistically taking place by early September.

c. Council Liaison Reports-Council reports was deferred until August 19, 2002.

- **Parks Advisory Board-Council President Moir**
- **Emergency Operations Committee-Council President Moir**
- **Planning Commission-Councilor Walsh**
- **Chamber of Commerce Governmental Affairs-Councilor Walsh**
- **Salem Futures Committee-Councilor Walsh**
- **Willamette River Connections-Councilor Walsh**
- **Mid Willamette Valley Area Commission on Transportation-Councilor Smith**
- **Salem-Keizer Area Transportation Commission-Councilor**
- **Bikeways Committee-Councilor Smith**
- **Traffic Safety Commission-Councilor Lee**
- **Keizer Urban Renewal Board - Councilor Gaynor**
- **Volunteer Coordinating Committee-Councilor McGee**
- **Community Policing Committee-Mayor Christopher**

OTHER BUSINESS

There was no other business to come before the Council.

PUBLIC HEARINGS

a. Thai Lotus Liquor License Application

City Manager Eppley reported on July 10, 2002 that an application was received by the Thai Lotus Restaurant for an on-premise liquor license. He noted the requirements for public hearing noticing and background checks, which were conducted as required.

It was recommended that the public hearing be conducted and that the Council approve the requested on-premise liquor license and forward the recommendation onto OLCC.

Mayor Christopher opened the public hearing.

With no one wishing to testify Mayor Christopher

closed the public hearing.

Council President Moir moved to approve the application for a limited on-premises liquor license for the Thai Lotus Restaurant under the guidelines established by ORS 471.178 and the Ordinances of the City of Keizer and to forward the recommendation to the Oregon Liquor Control Commission. Councilor Walsh seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

b. Keizer Mart Liquor License Application

City Manager Eppley reported that on July 11, 2002 an application was received requesting an off-premise liquor license for the Keizer Mart located at 4920 River Road.

Noticing requirements were outlined, as well as the background check and zoning review.

Staff recommended that the Council conduct the public hearing and recommend approval of the application to OLCC.

Mayor Christopher opened the public hearing.

With no one wishing to testify Mayor Christopher closed the public hearing.

Council President Moir moved for approval of an Off-Premise Liquor License for the Keizer Mart under the guidelines as established by ORS 471.178 and the Ordinances of the City of Keizer and forward the recommendation to the Oregon Liquor Control Commission. Councilor Walsh seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**c. RESOLUTION-
Authorizing City Manager
to Enter Into a Transaction
for Sale of City Owned
property at 6846 Jakewood
Court NE, Keizer-
Hassoun/Stafford**

City Attorney Shannon Johnson reported with the purchase of Lot 64 in Country Glen Estates a portion of this lot would be sold to the neighboring property owners, Ali Hassoun and Kara Stafford.

The valuation placed on the property being sold was \$8,846.17. Staff recommended conducting the public hearing and adopting the Resolution authorizing the transaction.

Mayor Christopher opened the public hearing.

With no one wishing to testify Mayor Christopher closed the public hearing.

Council President Moir moved a Motion Authorizing the City manager to Enter into a Transaction for the Sale of City Owned Property Located at the Northerly 3496.51 Square Feet of Lot 64, Country Glen Estates, Keizer, Marion County, Oregon to Ali H. Hassoun and Kara A. Stafford. Councilor Smith seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**d. ORDINANCE-
Declaring a Lien against
Property Located at 4915
Rickman Rd NE, Keizer
for Recovery of Costs for
Destruction of a
Dangerous Building**

Planning Director Maria Meier reported that a complaint regarding a potentially dangerous building was received regarding property at 4915 Rickman Road NE, Keizer. She summarized the hazardous conditions of the building, the property owner's unwillingness to take action and finally the City's action of demolition and removal of the building.

Staff recommended that the City Council adopt the

Ordinance declaring a lien against the property for the recovery costs of removal of the dangerous building.

Mayor Christopher opened the public hearing.

With no one wishing to testify Mayor Christopher closed the public hearing.

Responding to questions City Attorney Johnson noted a lien against the property would be more likely to yield results rather than the placement of a personal lien.

Council President Moir moved a Bill for an Ordinance Declaring a Lien Against Property Located at 4915 Rickman Road NE, Keizer and Directing the City Recorder to Enter Such Lien in the Minor Lien Docket Pursuant to Ordinance 90-184; Abatement of Dangerous Buildings; Declaring and Emergency. Councilor Smith seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

ADMINISTRATIVE ACTION

a. Parks Funding Proposal/Charter Amendment

City Manager Eppley introduced the information in the packet and information pertaining to the ballot title and the methodology which the Council and Budget Committee would determine at a later date.

Mayor Christopher summarized that the Council would be deciding the ballot title and the explanation for an advisory vote.

City Attorney John Lien addressed the steps for approval, which would include a charter amendment that would be referred to the voters and an ability to impose a fee if the Council believed this was needed. He provided a draft resolution for the Council's consideration.

Councilor McGee suggested that the implied "fee" be written as a tax as this would be more legitimate to defend as a tax versus a fee.

Responding to questions Counselor Lien explained the concept and difference between a fee and a tax. He urged the Council if considering a fee to tie it to the benefit (Parks). He noted the benefit could be broadly defined as determined by the Council.

Council discussed and debated the difference between a tax and a fee. Distinguishing between households and dwelling units versus a tax or fee was further discussed.

Councilor Lee suggested that the addition of funds being used for capital improvements be included as part of the proposition.

Councilor McGee suggested a motion changing the wording of "fee" to "tax" and requested that the Budget Committee be assembled to discuss the financial aspect of the proposal.

Councilor Walsh moved to direct staff to come back with a Resolution for a Charter Amendment Election for a Parks Tax (The City Council by Ordinance may Establish and collect a flat tax to maintain, operate, improve, or acquire municipal parks) for review and approval at the August 19, 2002 meeting. Councilor McGee seconded the motion.

Councilor Lee expressed an interest in knowing the amount of the tax before it was placed on the ballot.

Mayor Christopher noted the order of events that would take place in order to get the ballot before the voters.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Christopher recessed the meeting and called the meeting back to order after a ten- minute break.

b. ORDER- Application of John Lottis for Partition of 3.30 Acre Parcel Located at 872 Cummings Lane N, Keizer-Case No. 02-19

City Attorney Johnson reported that Council had directed staff to prepare an Order approving the requested partition. The principle issue was the location of a turnaround on Cummings Lane. After discussion with the applicant it was determined that there was room in the existing right-of-way at the end of Cummings Lane for a "hammerhead" turnaround. The turnaround was depicted in Exhibit "E-1" of the Order.

Responding to questions Public Works Director indicated that the turnaround would be near the River Wall and would not intrude into Palma Ciea Park.

Council President Moir moved to adopt an Order in the Matter of the Application of John Lottis for Partition of a 3.30-Acre Parcel Located at 872 Cummings Lane North, Keizer, Oregon (Partition Case No. 2002-19) Councilor McGee seconded the motion.

Mr. Kissler outlined the asphalt improvements that would be constructed at the expense of the applicant.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

c. ORDER-Comprehensive Plan Map Interpretation for Property Located at 1355 Alder Drive NE

City Attorney Shannon Johnson reported at the last meeting Council directed staff to prepare the appropriate Order. The Council determined that the correct comprehensive plan map designation for the subject property is Low Density Residential (LDR).

Council President Moir moved to Adopt an Order in the Matter of the Request for Comprehensive Plan Map Interpretation by Jamie Jenniches for Property Located at 1355 Alder Drive Northeast, Keizer, Oregon.

**d. DELIBERATION-
Chemawa Activity
Center/Keizer Station
Plan-Text
Amendment/Comprehensive
Plan Change/Zone
Change Case No. 01-50
(Reviewed after Consent
Calendar)**

Councilor McGee seconded the motion.

Councilor Walsh reminded the Council that Mr. Jenniches had been a client of his in the past and he abstained from the vote.

The motion passed as follows:

AYES: Christopher, Gaynor, Lee, McGee, Moir and Smith (6)

NAYS: None (0)

ABSTENTIONS: Walsh (1)

ABSENT: None (0)

Mayor Christopher summarized the process, which the Council and staff believed would be appropriate for review of the case.

Also encapsulated was the staff alternative plan and the changes made by the Planning Commission. Those changes included:

- The creation of the EG Zone with a minimum of 25% IBP and a maximum 75% commercial residential
- Limit "big box" construction to three buildings with a maximum of 350,000 square feet for all three.
- Mandate 75% housing in the MU Zone and recommend that this becomes a quasi-judicial decision for Council.

Planning Director Maria Meier noted that SKAPAC Exhibit One included the Planning Commission's recommendations and additional exhibits, which the Council would be analyzing.

Responding to questions City Manager Eppley indicated that the staff recommended plan was based on the Comprehensive Plan, Keizer Development Code and Land Use Goals. He urged the Council to not feel constrained by the process but rather to discuss and deliberate the information provided.

Mrs. Meier answered questions from the Council pertaining to the Chemawa Activity Center Plan versus

the staff's alternative Keizer Station Plan.

Mayor Christopher abbreviated the Zoning Designations Per Plan Table as outlined in Mrs. Meier's memo dated August 5, 2002.

Councilor's Smith and Walsh expressed concerns with the possibility of the types of industrial uses that could be developed in the EG Zone. Interest was expressed in the organization a list addressing industry concerns.

City Attorney Johnson suggested that Council submits concerns and allow staff to address these issues via the zones.

Councilor Walsh indicated areas of concern for him included noxious chemicals, fumes or pollutants, environmental concerns and volume truck traffic.

Councilor McGee reminded the Council that many of these concerns are covered under DEQ guidelines.

Planning Director Maria Meier discouraged the Council from adding comments to the plan regarding traffic or odor because of its subjective nature. She encouraged the Council to identify the uses that were not wished in the perspective zone in an attempt to achieve the character of industry park uses.

Mayor Christopher urged the Council to review the zoning designations prior to the next meeting.

Council President Moir requested that a tree survey be included the plan to allow for the preservation of any significant trees in the area. She also requested that staff provide the design standards from the areas in Portland toured by Council.

Responding to questions Mrs. Meier noted that the language pertaining to the 150,000 square feet footprint was for the ground floor. She indicated if Council did not wish that maximum for duplicate floors that language would need to be included to address this.

Councilor McGee suggested that at the next Council

meeting from 7:30-9:30 p.m. be devoted to the Keizer Station Plan.

Mayor Christopher agreed and reiterated that Council was to study the zoning designations and bring back concerns or questions of industrial codes that are believed would not fit into the development at the next meeting.

Staff offered to work with Council to answer any questions they might have prior to the next Council meeting.

**e. RESOLUTION-
Adoption of Criteria and
Guidelines for Evaluation
of Municipal Court Judge**

City Manager Eppley reported that in December 2001 the City extended the contractual services between the City and A. Carl Myers for judicial services. A salary compensation study was conducted and reviewed at an average hourly rate of \$73.00.

The Mayor had also directed the development of guidelines for the evaluation of the Municipal Court Judge of which Councilor's McGee and Moir were supplied with the charge of developing.

Staff recommended adoption of the Resolution and to discuss the evaluation in Executive Session on August 19, 2002.

Council President Moir moved to adopt a Resolution in the Matter of Adoption of the Municipal Judge Evaluation Process Including the Standards, Criteria and Policy Directives to be Used in Evaluating the Performance of the Municipal Judge. Councilor Smith seconded the motion.

Councilor Smith believed the "Not Applicable" as written on the evaluation form should be removed. She also requested that the evaluation consist of a process similar to that conducted for the City Manager Evaluation process.

Due to the limited review of the court process this year Councilor McGee felt that a pass/fail for this year would be fair, incorporating a scale rating in year two. A periodic review with the judge was also suggested

with each of the Councilor's reviewing one arraignment and one hearing through the course of the year.

Councilor Lee suggested that the Mayor appoint two Councilors to evaluate the judge more in-depth, rather than having each Councilor base their evaluation on one hearing.

Councilor Walsh recommended wording to include courtesy and respectfulness to the citizens and staff.

City Recorder Tracy Davis indicated that past policy allowed a citizen to file a complaint to the Mayor and/or the Council.

Mayor Christopher expressed concern that the Council would be evaluating the Judge after reviewing one session.

Councilor McGee tried to ease concerns reminding the Council that the evaluation scheme would be drawn out for next year's evaluation process.

City Attorney Johnson reminded the Council of issues that they could and could not evaluate the Judge on.

Mayor Christopher summarized some of the suggested language changes to the Resolution, which included adding the wording to item 6 stating, "successfully and respectfully communicates with municipal court staff, City Councilors and citizens. Also N/A would be changed to "Not observed".

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

**f. RESOLUTION-
Reestablishing
Community Policing
Committees**

Ken Gierloff, 4035 Arnold St, Keizer, Chair of Main Community Policing Committee- summarized the amended resolution and requested that the Council declare and emergency enacting the resolution to allow

the Committee to meet under the new Resolution at their next meeting.

Mr. Gierloff also indicated the committee would like to have some input regarding "job descriptions" for some of the positions on the committee, which would be forward to the Volunteer Coordinating Committee. Mr. Gierloff answered questions from the Council.

Suggested amendments to Appendix "A" of the Resolution included, under *Elections* adding the word "voting" before the word membership. Under *Rules of Operation and Procedures* the last line would read, A quorum shall consist of a majority (50% plus one) of the filled voting committee members."

Council President Moir moved to adopt a Resolution Reestablishing a Main Community Oriented Policing Committee, as amended (Repealing Resolution R97-995); Declaring an Emergency. Councilor Walsh seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

CONSENT CALENDAR

- a. RESOLUTION-Authorizing the City Manager to Approve Court Software Purchase Agreement
- b. Cooper's Deli and Pub Liquor License Change of Ownership
- c. Approval of May 20, 2002 Regular Session Minutes
- d. Approval of June 3, 2002 Regular Session Minutes
- e. Approval of June 17, 2002 Regular Session Minutes
- f. Approval of July 1, 2002 Regular Session Minutes
- g. Approval of July 8, 2002 Work Session Minutes

h. Approval of July 15, 2002 Regular Session Minutes

Councilor Smith pulled items "a" and "e".

Councilor Lee pulled item "d".

Councilor President Moir pulled item "f".

Council President Moir moved for approval of items "b", "c", "g" and "h" on the Consent Calendar. Councilor Lee seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

City Recorder Tracy Davis answered questions from Council pertaining to the Court Software Program.

Council President Moir moved a Resolution Authorizing the City Manager to Enter Agreement with Full Court for Purchase of Court Software Program. Councilor Smith seconded the Motion. Councilor McGee seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Christopher moved for approval of the June 17, 2002 Regular Session Minutes. Council President Moir seconded the motion.

The motion passed as follows:

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

NAYS: None (0)

ABSTENTIONS: Smith (1)

ABSENT: None (0)

Mayor Christopher moved for approval of the June 3, 2002 Regular session minutes as amended. Councilor Smith seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

Mayor Christopher moved for approval of the July 1, 2002 Regular Session minutes as amended. Councilor Lee seconded the motion.

The motion passed unanimously as follows:

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

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: None (0)

WRITTEN COMMUNICATIONS

AGENDA INPUT

August 12, 2002

5:30 p.m. City Council Work Session

➤ Emergency Management Presentation

August 19, 2002

7:00 p.m. City Council Meeting

➤ Water Task Force Final Report and Recommendation

➤ Designating No parking on Alder Drive-Public Hearing

- Gubser Neighborhood Traffic Management Plan Public Hearing
- LaPoblanita Liquor License Application Public Hearing
- City of Keizer Compensation Study Request for Proposals
- Air Quality Final Report

September 3, 2002 (Tuesday)
7:00 p.m. City Council Meeting

Mayor Christopher noted the agenda items.

Council President Moir reported that she would not be in attendance during the next Council meeting.

ADJOURNMENT

Mayor Christopher adjourned the meeting at 11:13 p.m.

Cindy Perry
 Recording Secretary

APPROVED:
 MAYOR:

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 - Jerry McGee

Minutes approved:



September 3, 2002

AGENDA ITEM 8C

APPROVAL OF AUGUST 12, 2002 WORK SESSION MINUTES

MINUTES
KEIZER CITY COUNCIL
WORKSESSION
Monday, August 12, 2002
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Mayor Christopher called the work session to order at 5:30 p.m. Roll Call was taken as follows:

Present:

Lore Christopher, Mayor
Charles E. Lee, Councilor
Jerry McGee, Councilor
Jacque Moir, Council President
Richard Walsh, Councilor

Absent:

Judy K. Smith, Councilor
Michel Gaynor, Councilor

Staff:

Chris Eppley, City Manager
John Teague, Sergeant
Mark Miranda, Captain
Rob Kissler, Public Works Director
Tracy L. Davis, City Recorder

EVAK

Bob Emmerich
Karen Monk
Mike Dye
Paul Pfnister
Larry Morgan

DISCUSSION

a. Keizer Emergency Management Committee

Sgt. John Teague supplied an overview and history of Emergency Management, along with an update of the Keizer Emergency Management operation.

Bob Emmerich gave an overview of the EVAK subcommittee role.

It was noted that an All-Group Exercise was scheduled

November 9th at 10:00 a.m. with staff training scheduled to take place on September 17, 2002.

The Council had the opportunity to view the sand bagging video organized by Paul Pfnister and to view the Emergency Response Van.

Mayor Christopher thanked the group for their presentation.

ADJOURNMENT

Mayor Christopher adjourned the meeting at 7:13 p.m.

APPROVED:

MAYOR:

Cindy Perry
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 - Jerry McGee

Minutes approved:

Davis, Tracy

From: Administrator
Sent: Friday, August 30, 2002 9:06 AM
To: City Councilors
Subject: Gubser traffic plan

As Harmony Drive residents, we fully support the Traffic Safety Commission's recommendation to close Trail Avenue at Manzanita as well as adding stop signs on Manzanita at 11th and 13th.

This is the best solution to calm traffic in the Gubser neighborhood. For decades, we have addressed heavy traffic to the City of Keizer and nothing has been done. We feel that it is time for something to finally be done.

We disagree with City Manager Chris Eppley and Rob Kissler's recommendations, we feel it is not the best solution for the community. Have the Verda Lane residents been contacted about the proposal of connecting Trail to Verda Lane and making this neighborhood street a main artery? This is why we have River Road. Also they are basing their recommendations on data from a 1993 Traffic Safety Plan. Why punish residents on Mandarin and Harmony by restricting their traffic with pork chops and medians, they are not the ones who created the cut-through traffic.

We are asking you to please vote for the Traffic Safety Commission's recommendations of the Gubser Traffic Management Plan.

Gary Horowitz
1266 Harmony Drive NE, Keizer

Davis, Tracy

From: Administrator
Sent: Friday, August 30, 2002 9:05 AM
To: City Councilors
Subject: Gubser Traffic Management Plan

As Harmony Drive residents, we fully support the Traffic Safety Commission's recommendation to close Trail Avenue at Manzanita as well as adding stop signs on Manzanita at 11th and 13th.

This is the best solution to calm traffic in the Gubser neighborhood. For decades, we have addressed heavy traffic to the City of Keizer and nothing has been done. We feel that it is time for something to finally be done.

We disagree with City Manager Chris Eppley and Rob Kissler's recommendations, we feel it is not the best solution for the community. Have the Verda Lane residents been contacted about the proposal of connecting Trail to Verda Lane and making this neighborhood street a main artery? This is why we have River Road. Also they are basing their recommendations on data from a 1993 Traffic Safety Plan. Why punish residents on Mandarin and Harmony by restricting their traffic with pork chops and medians, they are not the ones who created the cut-through traffic.

We are asking you to please vote for the Traffic Safety Commission's recommendations of the Gubser Traffic Management Plan.

Rick and Sandra Weddle
1245 Harmony Drive NE

3 Sept. 2002

Dear Mayor Christopher and City Council,

I am opposed to the closing off of Harmony for the following reasons.

It's a public street and should be available for use by all.

Living on Sir Lancelot Ct. I drive on Harmony several times a day since it is the only street intersecting Sir Lancelot Ct.. I have not had a problem with traffic either going into or out of Sir Lancelot Ct. The most inconvenient thing is waiting at the intersection of Harmony and Trail for the cars turning left from Trail onto Harmony, and it's really not a problem.

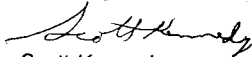
I haven't felt that speeding is much of a problem either. If we close off every street where speeding occurs we won't have any open streets.

If Harmony is closed off, then the cars turning from Trail onto Harmony will have to go to Lockhaven and that will cause a lot of inconvenience in long waits trying to get onto Lockhaven. I suppose that could be helped with some construction and a signal, but that would be more expense for the city that is not needed, at least at this point. I'm also not sure that a traffic light at Trail, so close to the one at River Rd., would be a good idea.

If people can't use Harmony to go between 14th and Trail, then traffic will increase at Lockhaven and River Rd.

It sets a bad precedent. How many more streets will people want to close off and how much more time will the city council need to spend on those requests?

Sincerely,



Scott Kennedy

6027 Sir Lancelot Ct. NE
Keizer, Or. 97303
503-393-9501

Davis, Tracy

From: Anne O'Rourke [groovin70s@earthlink.net]
Sent: Tuesday, September 03, 2002 7:33 AM
To: All Keizer
Subject: Gubser Supports Traffic Safety Commission



GubserSignatur
es.pdf

The Gubser Neighborhood supports the Traffic Safety Commission's recommendation to close Trail at Manzanita as well as adding stop signs on Manzanita at 11th and 13th.

Attached is a PDF document with 74 signatures of residents from Gubser who support the Traffic Safety Commission.

Please take this in consideration when attending, listening and voting at tonight's City Council meeting.

The TSC has work intensively with the Gubser residents since February. They have listened to all of our concerns and have looked at all possible options to calm the cut-through traffic in our neighborhood. We feel their solution is the best answer.

Sincerely,
Anne M. O'Rourke

August 28, 2002

TO: Mayor Lore Christopher
Keizer City Councilors
City of Keizer Staff
930 Chemawa Road NE
Keizer, OR 97303

RE: Gubser Traffic Management Plan

As Gubser residents, we fully support the Traffic Safety Commission's recommendation to close Trail Avenue at Manzanita as well as adding stop signs on Manzanita at 11th and 13th.

This is the best solution to calm traffic in the Gubser neighborhood keep it safe for our children and grandchildren. We have addressed heavy traffic to the City of Keizer and nothing has been done, but now is the time.

We disagree with City Manager Chris Eppley and Rob Kissler's recommendations, we feel it is not the best solution for the community. They are basing their recommendations on a 1993 Traffic Safety Plan, since then Keizer's population has increased by 20,000.

We understand that it may be a very minor inconvenience to other residents in the Gubser neighborhood to be rerouted to establishments on River Road. The safety of the children in the neighborhood should be a concern to all Gubser residents.

We are asking you to please vote for the Traffic Safety Commission's recommendations of the Gubser Traffic Management Plan.

Sincerely,

- | | | | |
|----|--------------------------|----------------------------|--------------------------|
| 1. | <u>Edna Espinoza</u> | <u>5715 TRAIL AVE NE</u> | <u>E. S. Espinoza</u> |
| | Name | Address | Signature |
| 2. | <u>Cleresa Amen</u> | <u>5625 Trail Ave NE</u> | <u>Cleresa Amen</u> |
| | Name | Address | Signature |
| 3. | <u>Roy Bernath</u> | <u>"</u> | <u>Roy Bernath</u> |
| | Name | Address | Signature |
| 4. | <u>Monica W. Melhorn</u> | <u>5735 Trail Ave., NE</u> | <u>Monica W. Melhorn</u> |
| | Name | Address | Signature |

5. RICK MELNORN 5735 TRAIL AVE. N.E. KEIZER [Signature]
Name Address Signature
6. Beverly Tombleson 1052 Mandarin St NE Beverly Tombleson
Name Address Signature
7. Wesley Tombleson 1052 " " " Wesley Tombleson
Name Address Signature
8. [Signature] 1051 Mandarin St NE Brian Canini
Name Address Signature
9. Bobby Canini 1051 Mandarin St NE Bobby Canini
Name Address Signature
10. Lyle + Virginia Sutter 1081 MANDARIN Virginia Sutter
Name Address Signature
11. Karrie Eixenberger 1082 Mandarin St. Karrie Eixenberger
Name Address Signature
12. Sherry L. Smith 1132 Mandarin St NE Sherry L. Smith
Name Address Signature
13. Jerry Brodnick 1193 Mandarin St NE Jerry Brodnick
Name Address Signature
14. Lori Berger 1212 Mandarin NE Lori Berger
Name Address Signature
15. S. C. Hollandsworth 1191 MANDARIN ST. NE SHANNEC. HOLLANDSWORTH
Name Address Signature
16. Rick L. Herrin 6084 12th Ave. NE Rick L. Herrin
Name Address Signature
17. David R. Helms 6083 12th Ave DAVID R. HELMS
Name Address Signature
18. Mrs Hugh Hanna 6063-12th Ave NE Mrs Hugh Hanna
Name Address Signature
19. LA SHELWAY 1361 Mandarin Ave NE [Signature]
Name Address Signature

- | | Name | Address | Signature |
|-----|-------------------|------------------------------|-------------------|
| 20. | Elva Powell | 1322 Mandarin NE | ELVA POWELL |
| | Name | Address | Signature |
| 21. | Will LaFerrriere | 1302 Mandarin Ct No | Will LaFerrriere |
| | Name | Address | Signature |
| 22. | Donald J Watson | 1271 Mandarin St. NE | Donald J Watson |
| | Name | Address | Signature |
| 23. | DAVID B. PEYTON | 1251 MANDARIN ST. NE, KEIZER | David B. Peyton |
| | Name | Address | Signature |
| 24. | Judy Fisklar | 1232 Mandarin | JUDY FISKLAR |
| | Name | Address | Signature |
| 25. | LaErne O. Thies | 1222 Mandarin St NE | LaErne O. Thies |
| | Name | Address | Signature |
| 26. | Victoria Cite | 1231 Mandarin St | Victoria Cite |
| | Name | Address | Signature |
| 27. | Denny Mynchmore | 5968 Sir Lancelot Ct | Denny Mynchmore |
| | Name | Address | Signature |
| 28. | Nancy C. Barth | 5997 Sir Lancelot Ct. | Nancy Barth |
| | Name | Address | Signature |
| 29. | Virgil L. BART | 5992 Sir Lancelot Ct | Virgil L. BART |
| | Name | Address | Signature |
| 30. | Carol Nelson | 6038 Sir Lancelot Ct NE | Carol Nelson |
| | Name | Address | Signature |
| 31. | John P. Livengood | 5299 Trail Av. NE | John P. Livengood |
| | Name | Address | Signature |
| 32. | MARY Main | 5225 Trail Ave | MARY Main |
| | Name | Address | Signature |
| 33. | Carol Nelson | 5225 Trail Ave | Carol Nelson |
| | Name | Address | Signature |

34. Moira L. Hughes 5695 Trail Ave NE *Moira L. Hughes*
Name Address Signature
35. Kathy M. Hughes 5695 Trail Ave NE *Kathy M. Hughes*
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Name Address Signature
37. Beverly A Denison 5870 Trail Ave NE *Beverly A Denison*
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Name Address Signature
39. ^{Judy Smith} *Judy Smith* 1211 Mandarin St NE *Judy Smith*
Name Address Signature
40. *James E Barnes* 1362 Mandarin St NE *JAMES E BARNES*
Name Address Signature
41. *Blair Bone* 6010 14th Ave NE *Blair Bone*
Name Address Signature
42. *Wanda Bone* 6000 14th Ave NE *Wanda Bone*
Name Address Signature
43. Christy Sessions 6047 Sir Lancelot Ct *Christy Sessions*
Name Address Signature
44. *Mary Sessions* 6047 Sir Lancelot Ct. *Mary Sessions*
Name Address Signature
45. *Nancy Henderson* 6048 Sir Lancelot Ct *Nancy Henderson*
Name Address Signature
46. *Antonio M. Henderson* 6048 Sir Lancelot Ct *Antonio M. Henderson*
Name Address Signature

Name Address Signature

Name Address Signature

August 28, 2002

TO: Mayor Lore Christopher
Keizer City Councilors
City of Keizer Staff
930 Chemawa Road NE
Keizer, OR 97303

RE: Gubser Traffic Management Plan

As Harmony Drive residents, we fully support the Traffic Safety Commission's recommendation to close Trail Avenue at Manzanita as well as adding stop signs on Manzanita at 11th and 13th.

This is the best solution to calm traffic in the Gubser neighborhood keep it safe for our children and grand children. For decades, we have addressed heavy traffic to the City of Keizer and nothing has been done, but now is the time.

We disagree with City Manager Chris Eppley and Rob Kissler's recommendations, we feel it is not the best solution for the community. They are basing their recommendations on a 1993 Traffic Safety Plan, since then Keizer's population has increased by 20,000.

We understand that it may be a very minor inconvenience to other residents in the Gubser neighborhood to be rerouted to establishments on River Road. However, we on Harmony are concerned about the safety issues that occur on our street on a daily basis. The safety of the children in the neighborhood should be a concern to all Gubser residents.

We are asking you to please vote for the Traffic Safety Commission's recommendations of the Gubser Traffic Management Plan.

Sincerely,

1.	<u>Rex Weddle</u>	<u>1245 HARMONY</u>	<u>[Signature]</u>
	Name	Address	Signature
2.	<u>Sandra Weddle</u>	<u>1245 Harmony</u>	<u>[Signature]</u>
	Name	Address	Signature
3.	<u>Anne O'Rourke</u>	<u>1266 HARMONY</u>	<u>[Signature]</u>
	Name	Address	Signature
4.	<u>Christina Hernandez</u>	<u>1225 Harmony</u>	<u>[Signature]</u>
	Name	Address	Signature

Signature _____

Signature _____

Signature _____

di

~~g. 111~~

2.

[Signature]

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Name	Address	Signature
------	---------	-----------

5. Julianne Courtney 1060 Harmony Dr NE Julianne Courtney
Name Address Signature
6. Patrick Courtney 1060 Harmony Dr NE Patrick Courtney
Name Address Signature
- 7/8. Victor & Kimberly 1025 Harmony Dr NE Victor & Kimberly
Name Address Signature
9. Sharon ~~Shep~~ Earl 1065 Harmony Dr NE Sharon Earl
Name Address Signature
10. Shepherd Earl 1065 Harmony Dr NE Shepherd Earl
Name Address Signature
11. Denise Jacobson 1176 Harmony Dr NE Denise Jacobson
Name Address Signature
12. Robert Fong 1295 Harmony Dr NE Robert Fong
Name Address Signature
13. Patricia Toney 1295 Harmony Dr NE Patricia Toney
Name Address Signature
14. Dorey Thies 1286 Harmony Dr NE Dorey Thies
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15. Dorey Thies 1286 Harmony Dr NE Dorey Thies
Name Address Signature
16. Kristin Thies 1286 Harmony Dr NE Kristin Thies
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17. Jim Toney 1315 Harmony Dr NE Jim Toney
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Name Address Signature
19. Gordon Dague 1340 Gordon Dague
Name Address Signature
20. Delores W. Pedersen 1345 Harmony Dr NE Delores W. Pedersen
Name Address Signature



PUBLIC HEARING SIGN UP SHEET

PUBLIC HEARING RE: GUBSER NEIGHBORHOOD TRAFFIC MGMT PLAN

DATE: September 3, 2002 TIME: 7:00 p.m. AGENDA ITEM # 6a

BEFORE THE: KEIZER CITY COUNCIL PLACE: ROBERT L. SIMON COUNCIL CHAMBERS

(PLEASE PRINT)

NAME	ADDRESS	GENERAL	PROPOSER	OPPOSER
DEANUS CHORASAS	1196 Hillway Dr NE	TRAFFIC	✓	---
ANNE O'BRIEN	1266 Hillway Dr NE	TRAFFIC	✓	YES
REX WIDELL	1245 Hillway Dr NE	TRAFFIC	✓	YES
ALAN BENNETT	1226 Hillway Dr NE	COMM	---	NO
JERRY GUBSER	1226 Hillway Dr NE	---	---	NO
MARK KIMMEL	6326 13TH AVE NE	---	---	NO
MAREN TRUCKE	6330 14th Ave NE	---	---	YES
SUSAN LUTT	---	---	---	YES
SARA HANOWITZ	---	---	---	YES
GARY HANOWITZ	---	---	---	NO
KIM CARLOCK	---	---	---	YES
AMMON	---	---	---	YES
LARRY THEIS	---	---	---	---



DATE: September 3, 2002 TIME: 7:00 p.m. AGENDA ITEM # 6a

BEFORE THE: KEIZER CITY COUNCIL PLACE: ROBERT L. SIMON COUNCIL CHAMBERS

(PLEASE PRINT)

[illegible]

[illegible]

Submitted
by Karen Trucke
9-3-02

Davis, Tracy

From: Administrator
Sent: Friday, August 30, 2002 9:06 AM
To: City Councilors
Subject: Gubser traffic plan

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We disagree with City Manager Chris Eppley and Rob Kissler's recommendations, we feel it is not the best solution for the community. Have the Verda Lane residents been contacted about the proposal of connecting Trail to Verda Lane and making this neighborhood street a main artery? This is why we have River Road. Also they are basing their recommendations on data from a 1993 Traffic Safety Plan. Why punish residents on Mandarin and Harmony by restricting their traffic with pork chops and medians, they are not the ones who created the cut-through traffic.

We are asking you to please vote for the Traffic Safety Commission's recommendations of the Gubser Traffic Management Plan.

Gary Horowitz
1266 Harmony Drive NE, Keizer

Davis, Tracy

From: Administrator
Sent: Friday, August 30, 2002 9:05 AM
To: City Councilors
Subject: Gubser Traffic Management Plan

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Sincerely,

1. FRANK ESPINOSA 5715 TRAIL AVE NE Frank Espinosa
Name Address Signature
2. Cherese Amun 5625 TRAIL AVE NE Cherese Amun
Name Address Signature
3. Ray Burnett " Ray Burnett
Name Address Signature
4. Monica W. Melhern 5735 TRAIL AVE NE Monica W. Melhern
Name Address Signature

5. RICK MELHORN 5735 TRAIL AVE. N.E. KEIZER [Signature]
Name Address Signature
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| | Name | Address | Signature |
| 23. | DAVID B. PEYTON | 1251 MANDARIN ST. NE, KEIZER | David B. Peyton |
| | Name | Address | Signature |
| 24. | Judy Fislak | 1232 Mandarin | JUDY FISLAK |
| | Name | Address | Signature |
| 25. | Laverne C. Thies | 1222 Mandarin St NE | Laverne C. Thies |
| | Name | Address | Signature |
| 26. | Victoria C. Denny | 1231 Mandarin St. | Victoria C. Denny |
| | Name | Address | Signature |
| 27. | Denny M. Denny | 5968 Sir Lancelot Ct | Denny M. Denny |
| | Name | Address | Signature |
| 28. | Hancy C. Barth | 5997 Sir Lancelot Ct. | Hancy Barth |
| | Name | Address | Signature |
| 29. | Virgil L. Barth | 5997 Sir Lancelot Ct | Virgil L. Barth |
| | Name | Address | Signature |
| 30. | Carol Nelson | 6038 Sir Lancelot Ct NE | Carol Nelson |
| | Name | Address | Signature |
| 31. | John P. Livengood | 5799 Trail Av. NE | John P. Livengood |
| | Name | Address | Signature |
| 32. | MARY Main | 5725 Trail Ave. | MARY Main |
| | Name | Address | Signature |
| 33. | Carol Nelson | 5725 Trail | Carol Nelson |
| | Name | Address | Signature |

34. Moira L. Hughes 5695 Trail Ave NE *M L Hughes*
Name Address Signature
35. Kathy M. Hughes 5695 Trail Ave NE *Kathy Hughes*
Name Address Signature
36. Penny M. Phillips 5655 Trail Ave NE *Penny M. Phillips*
Name Address Signature
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Name Address Signature
43. Christy Sessions 6047 Siebrach Ct *Christy Sessions*
Name Address Signature
44. Mary Sessions 6047 Siebrach Ct. *M Sessions*
Name Address Signature
45. *Nancy Thompson* 6048 Siebrach Ct *Nancy Thompson*
Name Address Signature
46. *Antonio M. Hernandez* 6075 Siebrach Ct *Antonio M. Hernandez*
Name Address Signature

Name Address Signature

Name Address Signature

August 28, 2002

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Keizer City Councilors
City of Keizer Staff
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Sincerely,

1.	<u>Rik Weddle</u>	<u>1245 HARMONY</u>	<u>[Signature]</u>
	Name	Address	Signature
2.	<u>Sandra Weddle</u>	<u>1245 Harmony</u>	<u>[Signature]</u>
	Name	Address	Signature
3.	<u>ANNE O'Rourke</u>	<u>1366 HARMONY</u>	<u>[Signature]</u>
	Name	Address	Signature
4.	<u>Chickie Harmon</u>	<u>1225 Harmony</u>	<u>[Signature]</u>
	Name	Address	Signature

21. Robert H. Titt 1355 Harmony Dr. Robert H. Titt
Name Address Signature
22. Susan C Lett 1355 Harmony Dr. Susan C Lett
Name Address Signature
23. Leone Wenzel 1355 Harmony Dr. Leone Wenzel
Name Address Signature
24. Rosemary Cross 1246 Harmony Dr. Rosemary Cross
Name Address Signature
25. Anthony B. Moore 1226 Harmony Dr. Anthony B. Moore
Name Address Signature
26. Deanna Moore 1226 Harmony Dr. Deanna Moore
Name Address Signature
27. Richard J Weddle 1245 Harmony Dr. Richard J Weddle
Name Address Signature
28. Gary Herzowitz 1266 Harmony Dr. Gary Herzowitz
Name Address Signature

Name Address Signature

Name Address Signature

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5. Julianne Courtney 1060 Harmony Drive Julianne Courtney
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10. Shepheard Earl 1065 Harmony Dr. NE Shepheard Earl
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12. Robert Long 1295 Harmony Dr. NE Robert Long
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14. Daley Thies 1286 Harmony Dr. NE Daley Thies
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15. Peggy Thies 1286 Harmony Dr. NE Peggy Thies
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