MINUTES

KEIZER PLANNING COMMISSION
August 17, 1995
City of Keizer Library

1. CALL TO ORDER

The meeting was called to order by Chairman Goesch at 7:08 p.m.

SWEARING IN OF COMMISSIONER MARTINEZ

City Attorney Johnson administered the oath of office to Manny Martinez. Mr. Martinez took his place at the Commissioner's table.

2. ROLL CALL

The following members were present: Dick Inman, Marty Matiskainen, Sam Goesch, Manny Martinez, and Elaine Smith. Jeff Taylor arrived at 7:12 p.m.

Also present were: City Attorney Shannon Johnson, Community Development Director John Morgan, and Recording Secretary Nona Oxe'.

3. APPROVAL OF MINUTES

The following corrections to the minutes of July 13, 1995 were noted:

Mr. Goesch requested that the first sentence of paragraph 3 on page 5 be corrected to read: "Mr. Goesch asked if creation of a **River Road** activity center would be of benefit."

Mr. Matiskainen requested that the third sentence of paragraph 5 on page 2 be corrected to read: "Because the Plan will not be adopted until around October, Mr. Morgan asked if **the Planning Commission** would be interested in initiating an amendment to the Code at this time."

Mr. Matiskainen requested that the fourth sentence of the final paragraph on page 3 be corrected to read: "He noted that yesterday the **SKATS** Technical Advisory Committee adopted the whole package but it still has Chemawa connected."

It was moved by Ms. Smith that the minutes of July 13, 1995, as corrected, be approved. The motion was seconded by Mr. Martinez and carried, all present voting aye.

4. APPEARANCE OF INTERESTED CITIZENS

Bill Wolf from the Southeast Keizer Neighborhood Association, and Jeanie Hall from the Claggett Creek Neighborhood Association were present in the audience.

(Mr. Taylor arrived and took his seat at the table.)

Mr. Goesch advised that Mr. Taylor is submitting his resignation from the Planning Commission effective after tonight's meeting. He asked if Mr. Taylor wished to report on his reason for resigning.

Mr. Taylor announced that he will be moving to Boise Idaho, and has accepted the position of Director of Video Operations for the Athletic Department at Boise State University. The Commission congratulated Mr. Taylor on his appointment.

Mr. Morgan called attention to the vacancies created by the expiration of Mr. Taylor's and Mr. Gottfried's terms in September. He pointed out that Mr. Taylor's departure also creates a vacancy on R3B in the Planning Commission representative position.

Mr. Morgan explained the procedure for filling vacancies on City boards and commissions. He suggested that anyone interested submit an application to the City Recorder as soon as possible.

With respect to the R3B vacancy, Mr. Taylor gave a brief description of R3B activities and responsibilities. It was pointed out that the issues addressed by R3B are closely related to Planning Commission issues.

Mr. Goesch advised that if anyone was interested in being appointed to R3B, he would make an appointment to fill the vacancy at the end of this meeting.

5. PROJECT UPDATES

Deviating slightly from the projects listed on the agenda, Mr. Morgan distributed and reported on a *Community Development - Project List* dated August 1995. He reviewed the Community Development projects identified under the categories of current planning, long range planning, and urban renewal.

Current Planning

Development Applications

Mr. Morgan reported that lot creation and subdivision activity is down, however building permits are still high. He pointed out the current interest in zero lot line, clustered, attached ownership housing. He noted that the STAATS Lake (now Inland Shores) project is booming, with two phases presold to Portland corporate builders. Mr. Morgan reviewed the type of development/users anticipated for the area. He responded to questions regarding the effect of the transportation plan on the development.

Mr. Morgan reported that the application of major interest at this time is the Safeway project. Today, Mr. Goesch, Mr. Smith from R3B, Mr. Taylor, Mayor Koho, City Manager Tryk, and Mr. Morgan met with Safeway representatives to discuss design issues. Mr. Morgan referred to an enlarged copy of Safeway's proposed site plan and compared it with the design consultant's Alternative Concept for the River Road/Chemawa intersection. He also distributed pictures of the Rose Park Safeway in Portland and noted that the photos were shown to the Safeway representatives at the meeting as an example of the quality of design desired for the Keizer development. The Safeway property manager had indicated a lack of funds to do such an enhanced design.

Mr. Morgan described what Safeway agreed to consider as far as landscaping treatment, wall texture, meandering sidewalk, etc. There was also a possibility of agreement for an enhanced architectural design for the building. The City would consider a variance for additional singe if heavy landscaping is done.

Mr. Morgan relayed two possible site plans for the placement of a Shari's Restaurant and parking on the corner. He explained the relationship between Safeway and Shari's based on Safeway's purchase agreement for the major portion of the property.

Mr. Morgan responded to questions about the proposed design and suggestions for improved traffic flow. He is having the City's traffic engineer look at suggestions for a parking lot redraw with changes to the driveways and angle parking. He acknowledged that under the current code Safeway can get a building permit without making any concessions. He anticipates that construction will begin about October 1.

Mr. Morgan advised that tomorrow he is sending a letter to Safeway summarizing today's discussions. The building permit for the structure is currently being processed by the County and will take four to five weeks. It is his hope that design issues will be negotiated before he must sign off on the plans.

Flood Plain Administration

Mr. Morgan reviewed the new boundaries of the flood plain area. He explained that the boundaries were enlarged due to the Corps of Engineer's presumption that the dike would break in a one hundred-year flood. He noted that the Planning Commission will be asked to craft an ordinance which will restrict uses on and along the dike.

City Attorney Johnson was asked about flood insurance and the effect of the boundary changes on insurance rates. Mr. Johnson was unsure, but had heard that properties previously outside the flood plain which now would be within the boundaries could be grandfathered in on rates if application is made before the map becomes final. Mr. Goesch will find out if it is possible for properties to be grandfathered.

Mr. Morgan confirmed that McNary Estates will not be included in the flood plain because of the design placing all the homes on islands. He pointed out other areas where there was also justification for their exclusion.

Mr. Morgan responded to questions about the inadequacies of the current dike. He explained that the only alternative to requiring properties within the flood plain to have flood insurance would be for the City to float an $8-10 million bond issue to rebuild the dike.

Long Range Planning

Chemawa Activity Center

Mr. Morgan reported that he received the draft plan two days ago. He will review it and return it with any suggested changes by Monday, August 21. The Planning Commission will review the draft plan in September. Mr. Morgan reviewed the proposed land uses, and noted that the big issue is how to finance the infrastructure.

School Facility Planning

Mr. Morgan reported that the School Facility Plan will go before the School Board for preliminary adoption next week. He will bring a draft for the Commission to review when it is available. The Plan anticipates two new schools, and targets the Alder Street neighborhood.

Mr. Matiskainen reported on discussions regarding teacher ratios.

Transportation Planning

Mr. Morgan reported that the Regional Transportation Plan is close to being adopted by SKATS. Once it is done, the Local Transportation Plan will get underway. Mr. Morgan will bring the draft to the Planning Commission when it is available.

Mr. Taylor called attention to four-feet-wide speed humps on Southeast Stark Street in Portland that he had recently driven over. He felt that they were a very effective safety measure and wondered if they were something new. Mr. Morgan was not sure if this type of speed control device was permitted in the mid-valley. He pointed out that the State Speed Board regulates such devices just as they do speed limits. City Attorney Johnson suggested that possibly a city would have to make application to the State Speed Board for such devices in the same manner as a request is made for a speed change. Mr. Morgan pointed out that such issues might be appropriate for the Local Transportation Plan.

Clear Lake Neighborhood Plan

Mr. Morgan recalled that the Planning Commission, at its July meeting, expressed interest in being involved in the planning of the Clearlake subdivision pattern, and had supported pursuit of a grant to hire consultants to develop a plan. He advised that since that time he had talked with the Chair of the Clearlake Neighborhood Association. She appeared somewhat apprehensive that the planning is about to begin.

Little League Park Circulation and Parking Plan

Mr. Morgan reported that as part of the traffic study, the City's Traffic Engineer did an extensive inventory of cars parked in the area during the Little League season. On the largest crowd night, 400 parked cars were counted. Mr. Morgan recounted that the Chemawa Activity Center Plan will recommend doing a park-n-ride lot across the train tracks on the ODOT/Indian Affairs property and creating a link. One problem with that concept is that it is not possible to do a pedestrian crossing at-grade.

Mr. Morgan noted that the Circulation and Parking Plan should be completed in November and will be reviewed by the Planning Commission.

Development Code

Mr. Morgan advised that because of the numerous projects currently underway, the development code draft is being delayed. A Council briefing is now scheduled in October, and then it will come back to the Planning Commission for refinement.

Urban Renewal

River Road - Phase I

Mr. Morgan reported that the contractor's bid for undergrounding came in under estimate. Ground breaking will probably occur on Monday, August 21. Chemawa Road will be done first. An optimistic target date for undergrounding of Chemawa Road is October 1, however, January 1 might be more realistic.

Gateways

Mr. Morgan reported that the Renewal District would like to see a gateway at the north end of the City, reflecting the entrance to the City as is done on the south end. He noted that R3B is now brainstorming to determine a location or locations and structure type.

It was pointed out that any structure should have with it a plan for maintenance, or be maintenance free.

Banners

Mr. Morgan advised that R3B has also formed a sub-committee to investigate and make recommendations for seasonal banners to be displayed on the light poles. He confirmed that the poles are in and the lights are working.

Housing Rehabilitation Program

Mr. Morgan reported that seven loans are in process.

Sign Code Compliance Program

Mr. Morgan advised that the City Council, at its August 21 meeting, will consider the first four grants. He noted that three others are in process. Mr. Morgan confirmed that the City Council will be considering the grants, case by case.

Property Improvement Program.

Mr. Morgan noted that R3B will soon begin working on the Property Improvement Program which will provide low-interest loans to businesses to do facade/parking lot/landscaping improvements. It is anticipated that the program will be in full-swing by Spring. Mr. Martinez pointed out the code violations at the Triple Tree used furniture store. Mr. Morgan acknowledged the on-going problem, and noted the Code Enforcement Officer's efforts to maintain compliance.

Cherry Avenue Design Plan

Mr. Morgan advised that because of all the other more urgent issues that need to be addressed, the work on Cherry Avenue is being postponed until December or January, and into March. For Mr. Inman's benefit as a new member on the Commission, Mr. Morgan reviewed the issues being addressed with the Cherry Avenue project. Mr. Inman asked if it would be possible to tap into

State economic development money. Mr. Morgan explained that the State money is tied to the creation of jobs, and not applicable in this case.

Other Projects

Willow Lake Implementation Strategy

Mr. Goesch questioned the status of the Willow Lake project. City Attorney Johnson reviewed the status of negotiations with the City of Salem. He noted progress made on non-boundary issues, but, the lack of progress regarding boundaries. He explained the SKAPAC process, currently underway, which provides a framework for increasing negotiations.

General Information

Mr. Morgan distributed copies of the Fairview Village New Town Plan, a development in Portland; a flyer from The Chariots regarding their master plan for the future; and a draft article about the Planning Commission that will appear in the City's Newsletter.

Mr. Morgan advised that the grant requests for the TGM grants to fund the Clearlake Plan and the Transportation Plan will be submitted tomorrow. Both look solid to be funded. Mr. Morgan will also apply for a grant to write an urban renewal plan for the Chemawa interchange area. He noted that the Chemawa Activity Center draft plan recommends forming a renewal district as one of the high-priority strategies for funding the infrastructure. Creating the district requires writing an urban renewal plan. Mr. Morgan advised that in the event the Council declines to form a renewal district, the grant money would not be accepted.

Mr. Morgan noted that another project of interest is one looking at the conversion of rural residential land to urban land. Since Ms. Smith is working on the project, he requested that she explain its focus.

Ms. Smith explained that the idea is to preserve the land inside the urban growth boundary that is not urbanized in parcels large enough that they can be urbanized and developed. She explained how she became involved in the project initially thinking of its possible application to Clearlake. She confirmed that the project is a research analysis project and the group is a focus group formed just to talk about the idea with the people in the community.

Discussion followed regarding how the work of the focus group might be applicable in Keizer. Ms. Smith described other planning tools relating to the adoption of urban-style development standards.

Mr. Morgan noted that a Clearlake focus group meeting is planned for next Tuesday afternoon. He asked that anyone from the Planning Commission interested in participating let him know. Ms. Smith pointed out that nothing is specifically being suggested for Keizer.

The Planning Commission recessed at 8:30 p.m. and reconvened at 8:40 p.m.

6. DISCUSSION

6.1 River Road Planning

Mr. Morgan reviewed the area of interest addressed by each of the consultants in developing a plan for the River Road corridor. He recounted the plans for a Commercial Mixed Use Zone along the length of River Road, with design standards. He noted that in developing a plan for the corridor, consideration was given to what should be done with public funds and what with private.

Mr. Morgan referred to the *North River Road Modal Opportunity Study* prepared by COG, and explained how River Road was chosen as a corridor to make more pedestrian friendly. He reviewed the study's recommendations which are based on two major elements: the way in which new development in the corridor should be directed; and, what can be accomplished within the constraints of the existing built environment.

In addition to recommendations for sidewalk landscape treatments, bicycle facilities, and landscape islands and driveways along the entire corridor, Mr. Morgan called particular attention to the recommendations for Corridor Focal Points (CFPs) at the River Road and Chemawa intersection at the north end of town and at the Keizer Village Shopping Center at the south end. He explained the need for CFP Overlay Zones at the two locations, and reviewed CFP Overlay Zone content recommendations dealing with building orientation, building materials, signage, building design, internal walkways, streets, landscaping, parking, and land uses.

Mr. Morgan noted that all of the recommendations are ideas that can be integrated into the development code. He requested that the Planning Commission review the recommendations and give him feedback to help in drafting the code and supporting documents.

Mr. Inman asked if a study had been done on the viability of the proposed retail development. He wondered where the people would come from who would patronize the types of businesses envisioned for the area.

Referring to the plan for a focal point at River and Chemawa, Mr. Morgan distributed a preliminary draft of a Market and Development Overview prepared by the Leland Coordinating Group. He explained how Mr. Leland's preliminary analysis of Keizer's market indicated that the market would not support as much retail space as was suggested in Mr. Egner's specific plan draft. Mr. Morgan advised that a team meeting was held on Monday at which time Mr. Leland's preliminary results were discussed. As a result of that brainstorming, Mr. Egner will rewrite the specific plan, applying Mr. Leland's information.

Mr. Morgan relayed Mr. Leland's emphasis on the need to create a community amenity to provide a jump-start to development. He noted that the idea of doing a public plaza was discussed. However, Mr. Leland felt that at this time it might be more critical to create a visual amenity, perhaps an arch combined with heavy landscaping, to create an identifiable entrance to the area.

Mr. Morgan summarized Mr. Leland's preliminary ideas with regard to the type of retail that could be supported by the community. He pointed out Mr. Leland's vision for River Road as a main street with retail, as opposed to Mr. Egner's vision creating a retail center with a street through it. Mr. Leland felt Mr. Egner's concept might be more appropriate for office space and service retail. Mr. Leland had also indicated the critical need to attract higher-density housing.

Discussion followed regarding the creation of an amenity to provide community identity. It was pointed out that a change in lighting, foliage, color, etc. would help create a visual focal point. Discussion centered around Keizer's historical identity and how the old school building might have been a good focus on a corner of the intersection. Mr. Morgan pointed out the efforts already expended to move the building to the City Hall property.

The Commission also discussed things that might be done to encourage activity after hours. Residential over retail, and a community theater were suggested.

Mr. Whittenburg's proposal for a hotel was also discussed. Mr. Taylor felt that the City should emphasize that a hotel must have meeting facilities.

Mr. Morgan noted that Mr. Leland felt that the mini-warehouse was an appropriate use for its location due to the lack of marketability for the space. Mr. Leland had also talked about keeping the True Value building and encouraging something at the corner that would still make the center work as transition takes place over the next eight to ten years.

Mr. Morgan indicated that his intention for how to structure these plans is to make River and Chemawa an activity center in the Comp Plan, applying an overlay zone with design principles. He suggested that if the Planning Commission believes in the proposed concept they should show support to the City Council. He reviewed the schedule for Council to discuss the issues and suggested that Planning Commission members be present, particularly at the September 11 worksession.

Jeanie Hall, 5223 - 7th Avenue NE, Keizer, asked when the Chemawa Center plan would be finalized. She reiterated her concerns about the proposed motel. Mr. Morgan suggested she attend the Council worksession on September 11 at 5:30 p.m.

7. ANNOUNCEMENTS AND AGENDA INPUT

R3B Appointment

Mr. Goesch appointed Manny Martinez as the Planning Commission's representative on the River Road Redevelopment Board.

Clearlake Focus Group

Mr. Morgan asked for a volunteer to participate in the Clearlake focus group which will meet one time, on Tuesday, August 22 from 3:00 to 5:00 p.m. Dick Inman will check his schedule. Mr. Inman also advised that he will be moving out of the City onto county land. He would like to remain on the Planning Commission as the out of city member.

7.1 Regular Meeting: September 14 - 7:00 PM

8. ADJOURN

The meeting was adjourned by Chairman Goesch at 9:40 p.m.