KEIZER PLANNING COMMISSION
MINUTES
Wednesday, July 11, 2001 @ 7:00 p.m.
Keizer City Hall – Council Chambers

1. CALL TO ORDER

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

2. ROLL CALL

The following members were present: Bruce Anderson, June Abbott, Dick Inman, Michael Smith and Stan Compton

Absent: Bill Wolf

Also present were: Planning Director-Maria Meier, City Attorney-Shannon Johnson, Consultant-Denny Egner, Keizer Fire District Representative-Joel Stein, Public Works-Bill Lawyer and Recording Secretary-Cindy Perry

3. APPROVAL OF MINUTES

- *June 13, 2001-Work Session Minutes*

<u>Ms. Abbott moved for approval of the June 13, 2001 minutes as written. Mr. Compton seconded the motion and carried, all present voting aye.</u>

4. PUBLIC HEARING (continued from June 27, 2001)

- **Infill Master Plan**

Planning Director, Maria Meier provided the draft document, which included the Planning Commission's suggested amendments. After public testimony she recommended that the Commission discuss the amendments. Two additional written comments had been submitted for the record and copies were provided for the Commission's review.

With no one wishing to testify Chair Anderson closed the public hearing.

The Commission discussed how they wished to critique the document and the amendments. It was suggested that the italicized changes to the document be examined. Mr. Smith felt it was also important to address the philosophical issues of the document pertaining to permissive versus mandatory elements of the document that were not addressed.

Mr. Egner re-addressed conductivity relating to infill noting that the standards presented encouraged conductivity and access for new infill development.

Responding to questions Fire Marshall, Joel Stein noted that it was important for Fire and Emergency vehicles to have the proper access, turn around and adequate working space on any given street. He indicated that private narrow access streets were self-policing when it came to keeping access ways open and indicated that some areas were better at policing this than others. The enforcement issue was discussed and Fire Marshall Stein noted that the Fire Department did not have the authority to cite individuals who were parking improperly on these streets and that due to limited staff at the police department that this was not a priority issue for them.

The Commission discussed the criteria for street extensions and flag lot provisions. Mr. Smith felt it was important to develop additional standards and criteria that would outline when the provisions would not be mandatory. Members of the Commission agreed with the concept of the document, but felt that placing the onus on the neighbor wishing to develop was unjust and could also cause a financial hardship to the individual wishing to develop his property.

As this discussion developed Mr. Egner suggested placing additional criteria to Page Three of the document. The suggested changes to Page 3(B)
Included:

1. Less than three additional existing or future lots, *on adjoining parcels,* would gain access from the extension.

5. Providing access and connectivity to (an) adjoining parcel(s) *would not be useful* given that at least one of the following conditions exist.

- Delete sentence 5(a)
- Rename 5(b) as number (6) six
- Rename 5(c) as number (7) seven.
- Add number (8) eight to include the suggested verbiage: *For adjoining properties with development potential, evidence shall be submitted that the owner of the adjoining property has no intention to develop: (a) within a five-year period or (b) at this time.*

The Commission discussed whether adding a time frame for number eight would be binding and Mr. Compton expressed his concern regarding the financial difficulties this could cause an adjoining property owner by adding this type of language.

The Commission reviewed the option of language in the criteria if an applicant submitted an affidavit from adjoining property owners indicating that they would not be developing within a certain length of time. Mr. Johnson suggested including a timeframe for this, but members of the Commission expressed concern regarding "mitigating circumstances" and how requiring a timeframe could potentially be detrimental to a property owner.

Mr. Johnson cautioned the Commission regarding adding language of this type as he felt it would be taking away from the purpose of the document, he also noted that this was a policy question, which the Commission would need to address.

Staff agreed to refine this language and bring back to the Commission at the next meeting.

Chair Anderson recessed the meeting at 8:35 p.m.

The meeting reconvened at 8:50 p.m.

The remainder of the document was reviewed and the following suggestions would be added:

Page Eleven and Twelve; Type I and Type II Constraints were reviewed. It was the consensus of the Commission to delete the Type II Constraint from the document due to enforcement issues that it raised. Staff also agreed to review the suggestion of adding sidewalks to both sides of the Type I Constraint if possible.

Mr. Egner suggested on Page 18 under *2.316.15 (b) Garages and Carports* that the sentence read: *Garages and carports shall be located <u>no closer than</u> 18 feet from the nearest edge of the sidewalk adjacent to the public right-of-way, or if no sidewalk is present, the edge of the curb or roadway.* He also indicated that the correct drawing for this would be added to the document.

On Page 19 it was suggested that the picture depicting the various types of street lights be eliminated.

Mr. Smith suggested a preamble to the document, which would encourage applicants towards infill development versus flag-lots.

Ms. Meier thanked the Commission for their work on the project and indicated that the suggested changes would be incorporated into the document and brought back during the next meeting.

Ms. Meier noted the new members of the Planning Commission that had been appointed to fill the positions of Mr. Inman, Mr. Wolf and Ms. Abbott when their terms expire on September 30, 2001. The new appointments are John Preston, Christopher Anderson and Ross Day. Ms. Meier shared with the recent resignation of Jere Clancy the Volunteer Coordinating Committee would be reviewing applications to fill this position also.

Council Liaison, Jacque Moir indicated that she might not be available for the July 25th meeting. She reported that she would ask another Councilor to attend the meeting if she were unable to attend.

Mr. Compton shared that he would not be in attendance at the July 25th meeting.

5. ADJOURN

- ***Next Meeting ~ Continued Deliberations for Infill Master Plan***
  Wednesday, July 25, 2001

Chair Anderson adjourned the meeting at 9:40 p.m.