

**KEIZER PLANNING COMMISSION
WORK SESSION MINUTES
Wednesday, June 13 @ 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 and Jere Clancy

Also present were: Council Liaison-Jacque Moir, Staff Liaison-Maria Meier, City Attorney-Shannon Johnson, Public Works Director- Rob Kissler, City Engineer-Bill Peterson, Consultant-Danny Egner and Recording Secretary-Cindy Perry

3. APPROVAL OF MINUTES

Mr. Compton moved for approval of the May 9, 2001 minutes with amendments as noted. Mr. Inman seconded the motion and carried, all present voting aye.

4. NEW BUSINESS

Planning Director, Maria Meier provided an update pertaining to the involvement of the Community Response Team. This team consists of members from DLCD, ODOT and other state agencies that would work in coordination and provide comments regarding the Chemawa Activity Center Plan. Ms. Meier reported that the Planning Commission would not begin the review of the CAC Plan until September.

Councilor Moir summarized how the new Commission members would be selected and that the newly commissioned members would be asked to attend the July and August meetings to gain some insight on the upcoming review of the CAC Plan.

5. WORK SESSION- In Fill Master Plan

Chair Anderson shared with the audience that this meeting was a presentation by staff and the Consultant to obtain information and that public comment regarding the plan would be taken during the Public Hearing on June 27, 2001.

Ms. Meier provided handouts of the draft Infill and Redevelopment Master Plan Draft Code Amendments along with a memo from Public Works with suggested amendments to the draft. She reviewed the process of the grant for the Infill Master Plan and introduced staff involved in the project and Consultant, Danny Egner. Ms. Meier stressed the design to create a balance between neighborhood quality and development in the plan and shared drawing depicting constrained access roadways and neighborhood conductivity.

Mr. Egner provided information gathered from the Infill workshops and supplied data from case studies on 10th Avenue and Shady Lane NE and the considerations taken in the case studies.

Ms. Meier answered questions from the Commission pertaining to the flag lots and the amendment, which would require the applicant to prove that it was not possible to establish a right-of-way that would allow future connectivity.

Mr. Smith expressed concerns regarding the amendments and affordability, compatibility and infrastructure issues and how this would effect future development under the proposed standards.

Mr. Egner addressed these issues indicating that studies had shown that infill development is often more affordable than other types of housing developments because of the existing infrastructure in those areas.

Definitions for the Infill and Redevelopment Master Plan Draft Code Amendments were reviewed with members of staff and the consultant answering questions. The Commission suggested improved definitions for "Constrained Access Roadway" and "Attached Dwellings".

Mr. Egner provided a brief history of private streets and the Council's discussion and desire to repeal this section of the code. He indicated that the 20-foot wide private streets had been a concern and an issue with the fire department regarding the lack of turn around radius for emergency vehicles.

The issue of PUD's was brought to light and Ms. Meier indicated that this would be something that the Commission may wish to address by possibly amending the PUD street standards to match that of the public street standards.

The *Standards for lots or parcels, lot line adjustments* was discussed and members of the Commission felt that it would be important to develop criteria for the applicant to enable them to meet the burden of proof required. Also to include language to enable *attached dwellings for lots larger than 4,000 square feet*.

Chair Anderson recessed the meeting at 8:30 p.m. and reconvened the meeting at 8:45 p.m.

The remainder of the document was reviewed and the following suggestions were made to the document.

Page Six- 2.316.05 Dimensional Standards (B)-Delete Opening Phrase for Rear and Side yard setbacks. The correct picture would be added to the document to reflect its intent.

Page Nine-2.316.10 Constrained Access Roadways A(3) to read: "There shall be a minimum four-foot setback between the right of way line of a constrained access roadway and any part of an adjacent structure." The information that Public Works wanted to add to the draft was also submitted through the memo from Rob Kissler.

Mr. Egner noted that Public Works was interested in removing the Type II Constrained Access Roadway due to enforcement and safety issues. The safety issues were discussed and Public Works offered to develop some criteria, which would benefit the City and the applicant making this type of access feasible and safe.

Ms. Meier recommended that on *Page 10*, 2.316.13 Street Trees that a list of Street Trees be incorporated into the draft.

Mr. Smith suggested that the size of the window trim in 2.316.14 be changed from 3 1/2 inches to 4- inches as this was the standard width for trim.

It was suggested that the title to 2.316.15 be changed to "Garages and Carports."

Mr. Kissler recommended under *Section 2.316.18 Street Lights*, that the words "*private*" and "*both*" be removed as indicated in his memo. He also suggested that a standard of lighting be addressed which would bring the lighting down to the street as opposed to shining upward.

Ms. Meier addressed Lot Line Adjustment criteria and the Commission expressed interest in the number of open lots that were two to three acres in size. Ms. Meier indicated she would research this and submit the information at the next meeting.

The Pre-Application Process was reviewed and it was suggested that a section be added to include notification to area property owners regarding a partition process taking place.

Ms. Meier reviewed the amendments on page 25 of the draft document for the Commission's attention. She expressed her appreciation for the work that the Planning Commission had done during the process.

6. ADJOURN

➤ Next Meeting June 27, 2001

Chair Anderson adjourned the meeting at 10:05 p.m.