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

AGENDA

KEIZER CITY COUNCIL/PLANNING COMMISSION WORK SESSION

Monday, June 11, 2001
6:00 p.m.
Robert L. Simon Council Chambers
Keizer City Hall, Keizer, Oregon 97303

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **DISCUSSION**

   a. Background on the Infill Grant and the Public Involvement Process for the Infill Master Plan

4. **ADJOURN**

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
Infill and Redevelopment Master Plan
Draft Code Amendments

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1.200.04 Definitions

Access Easement:
A narrow, private, limited use roadway which provides access to a public street for a maximum of four dwelling units that do not have usable public street frontage.

Attached Dwellings:
Two or more dwelling units that share a common wall for a full story that adjoins enclosed habitable space on each side. Attached dwellings shall be joined along a common wall for no less than one story for a distance of at least 10 feet.

Constrained Access Roadway:
Constrained access roadway refers to a narrow right-of-way that allows a street to access infill development lots between two or more existing structures.

Constrained Access Area:
Constrained access area means that portion of a street where modifications to the right-of-way, or improvement widths have been made to allow access between existing structures for the purpose of infill development.

Infill Development:
Infill development is development at densities allowed under existing zoning on vacant, under-utilized, or partially used land. Infill development occurs on lands which may have been skipped over in the urbanization process or which may have a use that could be or has been removed.

Infill Development Parcel:
Any parcel that has been passed over or underutilized during the urbanization process and meets the criteria for an infill development parcel specified in Section 2.316.03.

Infill Street:
An infill street is a public street with a narrow right-of-way specifically designed to allow access to infill development parcels where a standard public street is not necessary or can not be provided given the shape and size of existing parcels. An infill street is intended to allow access to a limited number of dwelling units.

Lot Line, Front:
A lot line abutting a public street, private street, or access easement. In the case of a corner lot, through lot or a lot where vehicular access is provided off an alley and there is no frontage on a

public or private street, the front line is based on the structure's orientation and at least two of the following factors:

a. Location of the front door;
b. Location of the driveway (when accessed off a public or private street); and/or
c. Legal street address.

For flag lots and lots with access from and easement, the Zoning Administrator shall have the authority to designate another line as the front lot line in which case it shall be clearly noted on the final plat.

Primary Building Façade:
Primary building façade means the side of a building that faces the street and has a main pedestrian entrance from the street.

Zero Lot Line Wall:
Zero lot line wall means any exposed building wall that is constructed along the lot line as part of a zero lot line development and is visible from the public right-of-way. This definition includes any building wall that may be part of a zero lot line development and set off the property line but closer to the property line than would normally be required by yard or setback requirements of the zone.

2.103 LIMITED DENSITY RESIDENTIAL

2.103.01 Purpose:
"RL zones will generally abut a collector or arterial street so that traffic is not require to travel through lower density residential neighborhoods."

2.302 STREET STANDARDS

2.302.03 General Provisions
B. Continuation of Streets. Development proposals, including subdivisions and partitions, shall provide for the continuation of, and connection to, streets where necessary to promote appropriate traffic circulation in the vicinity of the development. Where necessary to give access or permit a satisfactory future division of adjoining land, streets and utilities, shall be extended to property boundaries to allow the future extension of streets and infrastructure. No extensions are required if less than three additional parcels or lots will gain access from the street extension. A temporary turn around shall be constructed for stub streets in excess of 150 feet in length.

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2.302.07 PRIVATE STREETS

Repeal Section 2.302.07 Private Streets.

2.310 DEVELOPMENT STANDARDS FOR LAND DIVISIONS

2.310.03 Standards for Lots or Parcels, Lot Line Adjustment Required

E. Flag Lots. *Add the following standard to the list required to establish a flag lot.*
The applicant must prove that it is not possible to establish a right-of-way that would allow future connectivity through to other streets or adjacent developable lands, or that it is not reasonable to expect that such a connection will be required.

SECTION 2.314 STANDARDS FOR SINGLE FAMILY DWELLINGS

2.404 Zero Side Yard Dwelling Units

Zero side yard dwelling units may include attached single family homes on individual platted lots or detached single family homes located contiguous to a lot line. Where permitted as a special use, zero side yard dwelling units shall meet the following use and development standards.

C. Lot Size and Dimensions. Any lot that is part of a zero lot line development may be less than the minimum lot size permitted in the zoning district provided that the average lot size of all lots in the development meets the density and minimum lot size requirements for the zone. The minimum lot width for zero lot line development shall be 20 feet.

D. Building separation. Buildings on adjacent properties, but not attached to each other, shall be separated by a distance of at least ten (10) feet.

G. Blank Wall Standards. To avoid blank walls along a common lot line, one or more of the following wall treatments shall be used along any zero lot line wall that is visible from the public right-of-way.

1. Recessed or raised areas
2. Variations in material, patterns, or texture
3. Trellises or arbors
4. Architectural detailing, such as cornices, pilasters, or trim
5. Climbing vines or other suitable landscape treatments
6. Innovative lot schemes and site plans which reduce the visual impact of the blank wall

H. Maintenance Easement. A five (5) foot wide maintenance easement shall be provided along any property line with an attached dwelling or zero lot line structure abutting a property line.

I. Attached Dwellings. Attached dwellings are allowed on smaller lots as allowed in applicable zones zones. To reserve more area within a residential lot as usable outdoor space, attached dwellings shall be joined along a common wall for a distance of no less than one story for at least 10 feet.

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3.107 PARTITIONS

3.307.03 Submittal Requirements for Preliminary Review

Add the following submittal requirement.

8) Future Street Plan. Applicants for a subdivision or partition 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 subdivision proposals are submitted.

3.107.05 Review Criteria

Add the following criterion for approval.

D. Rough Proportionality. Improvements required as a condition of development approval, when not voluntarily accepted by the applicant, shall be roughly proportional to the impact of development. Findings in the development approval shall indicate how the required improvements are roughly proportional to the impact.

3.108 SUBDIVISIONS, PLANNED UNIT DEVELOPMENTS, AND MANUFACTURED HOME PARKS

3.108.02 Submittal Requirements

Add the following submittal requirement.

s.) Future Street Plan. Applicants for a subdivision or partition 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 subdivision proposals are submitted.

3.108.04 Review Criteria

Add the following criterion for approval.

D. Rough Proportionality. Improvements required as a condition of development approval, when not voluntarily accepted by the applicant, shall be roughly proportional to the impact of development. Findings in the development approval shall indicate how the required improvements are roughly proportional to the impact.

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2.316 INFILL DEVELOPMENT STANDARDS

2.316.01 Purpose

The purpose of this section is to:

A. Enable residential infill development to achieve the planned densities specified in the Comprehensive Plan.
B. Encourage a more efficient use of developable land
C. Reduce traffic flow and congestion by creating a more compact form of development.
D. Provide alternative forms of housing, and
E. Promote livability and neighborhood quality.

2.316.02 Applicability

A. The provisions of this section shall only apply to new residential land partitions and subdivisions and multi-family developments that meet the definition of infill development parcel and are located within a residential zone.
B. All infill development parcels must comply with the requirements of the zone in which the parcel is located, except as modified by the provisions of this section.
C. The provisions of this section are not intended to supercede other district requirements, such as the Flood Plain Overlay Zone, Greenway Management Overlay Zone, Limited Use Overlay Zone, Activity Center Overlay Zone, or the Resource Conservation Overlay Zone.
D. Infill development standards may be applied to several parcels of land assembled for redevelopment, only if the total area complies with Infill Development Parcel criteria defined in Section 2.316.03.

2.316.03 Infill Development Parcel Criteria

Parcels that meet the following criteria shall be subject to the provisions and standards of this chapter:

An infill development parcel is any residential parcel not more than two (2) acres in size that is a lot of record , and which meets any two of the following criteria:

A. A parcel with less than 250 feet of frontage along a public street;
B. A parcel with an existing structure;
C. A parcel that is irregular in shape, such that it cannot be partitioned or subdivided to meet the full density potential of the underlying zone without a variance;
D. A parcel that is bounded on two or more sides by existing development or natural constraints (i.e. waterways, steep slopes, resource protections areas).

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2.316.04 Process

A. Application Process. An application for development projects wishing to utilize infill development standards shall follow the applicable land division process, such as a partition, subdivision, or planned unit development.

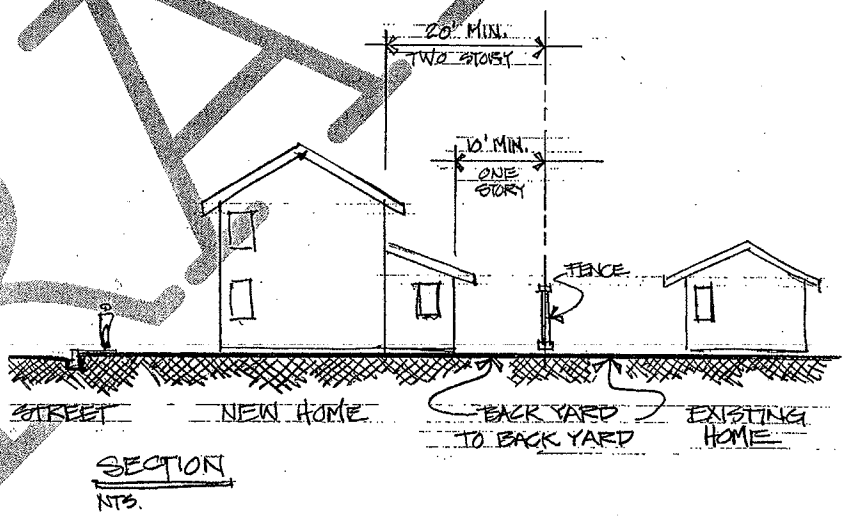
B. Pre-Application Conference Required. A pre-application conference shall be required for all partitions, subdivisions, or other development project seeking approval using infill development standards (see chapter 3.210).

2.316.05 Dimensional Standards

Infill lots shall meet the following minimum standards that shall be used in place of standards of the zone in which the parcel is located.

A. Minimum Side Yard Setbacks. Dwellings shall have a minimum side yard setback of 5 feet. When located within 10 feet of a property line, for each additional 2 feet of building height over 16 feet, the setback shall be increased by 1 foot. The minimum required side yard setback shall not exceed 10 feet. Where a dwelling consists of a combination of sections of varying heights or stories, the side yard setback shall be applied to each building section.

B. Minimum Rear Yard Setbacks. Dwellings shall have a minimum rear yard setback of 14 feet. When located within 10 feet of a property line, for each additional 2 feet of building height over 16 feet, the setback shall be increased by 1 foot. The minimum required rear yard setback shall not exceed 20 feet. Where a dwelling consists of a combination of sections of varying heights or stories, the rear yard setback shall be applied to each building section.



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2.316.06 Infill Street and Access Easement Standards

All new lots created on infill development parcels that serve two or more dwelling units must be served by a public street or private access easement that meet one of the following minimum standards.

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A. Public Streets. Public streets serving infill development must be constructed to the following minimum standards:

Type of Infill Streets	Minimum ROW Width	Sidewalks	Minimum Pavement Width	Parking	Maximum Dwelling of Units Served
Infill Street I	32 ft.	5 ft. wide at curbline on both sides (2)	30 ft.	Parking on both sides	19 units
Infill Street II (1)	30 ft.	5 ft. wide at curbline on one side (2)	28 ft.	Parking on one side (1)	19 units

Notes:

(1) If Infill Street type II is used, a parking plan must be submitted that illustrates the location of all required parking spaces for each lot within the proposal.

(2) Sidewalks must be provided with easements adjacent to the right-of-way (see Section 2.316.19).

B. Access Easements. Private access easements serving infill development shall be allowed only if the applicant can demonstrate that no public street can provide reasonable access to the infill parcels, future through connections to other streets are not possible, and the access easement will serve less than 5 dwelling units. Private access easements serving infill development shall adhere to one of the access easement standards in the table below.

Type of Access Easement	Minimum Easement Width	Minimum Pavement Width	Parking
Access Easement I (serving 1-2 dwelling units)	20 ft. wide tract or unobstructed easement	12 ft. paved surface	No parking on either side
Access Easement II (serving 3-4 dwelling units)	20 ft. wide tract or unobstructed easement	16 ft. paved surface	No parking on either side

A parking plan outlining how off-street parking requirements will be satisfied shall be submitted with any application utilizing an access easement.

2.316.07 Infill Turn-Arounds

A. Access Easements. A turn-around shall be required for any Infill Street that provides the sole access for two or more residences and is 150 feet or greater in length. Turn-arounds shall either be a circular turn-around with a minimum paved radius of 38 feet, or a "tee" or " hammerhead" turn-around with at minimum paved dimension across the "tee" of 60 feet (see Figure 41- Approved Turn Around Designs).

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B. Public Infill Streets. For public streets a bulb turn-around with a radius of 30 feet may be permitted, if no on-street parking is proposed and it can be demonstrated that adequate parking will be provided for all proposed lots. The City Engineer shall determine if a proposal meets the standards set forth in this section.

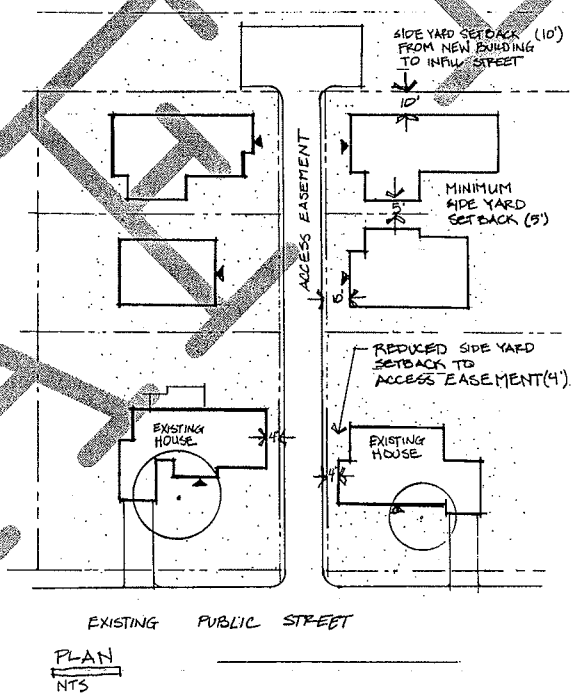
2.316.08 Turning Radius

The intersections and turnarounds of all infill streets and access easements shall be designed and constructed with a minimum inside turning radius of 20 feet. The minimum turning radius shall be measured from the center point of the circle of the turning radius to the inside of the curb face.

2.316.09 Infill Access Easement Setbacks

Access easements serving infill development parcel shall adhere to all of the following standards:

1) The minimum access easement setback to the side yard of an existing building shall be four (4) feet.
2) The minimum access easement setback to the front yard of an infill development parcel shall be ten (10) feet.
3) The minimum access easement setback to the side yard of a new infill development parcel shall be ten (10) feet.



2.316.10 Constrained Access Roadways

Constrained access roadways meeting City minimum standards defined below, shall be an acceptable alternative means of providing vehicular access to infill parcels, when infill streets defined in Section 2.316.06 cannot be used to gain access to infill parcels. Any variance request for constrained access roadways must be processed as a major variance.

A. Type I Constrained Access Roadway

Type I constrained access roadways must meet all of the following standards:

1) Minimum width of a constrained access roadway easement shall be 12 feet, with a minimum paved width of 12 feet plus curbs.
2) A sidewalk with a minimum width of three (3) feet and which complies with standards of the Americans with Disabilities Act (ADA), shall be located along one side of the constrained access roadway. The sidewalk may be located either within a public right-of-way or within an easement.

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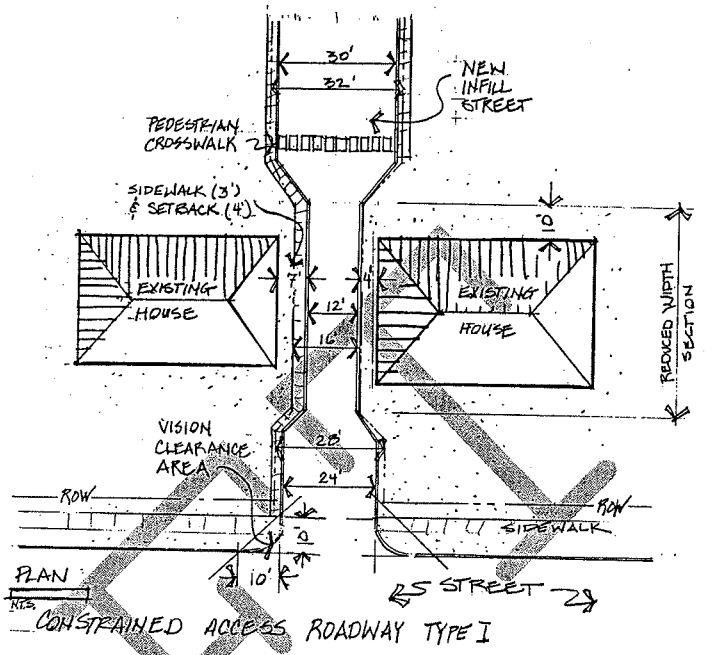
3) There shall be a minimum four-foot setback between the pavement edge of a constrained access roadway and any part of an adjacent structure.
4) Constrained access distances must be kept to a minimum; no constrained access distance shall exceed 80 feet in length.
5) Streets segments having constrained access shall only be permitted to intersect with local streets.
6) Visibility clearance criteria must be met at all roadway intersections.
7) Portions of a roadway outside the constrained access area shall be constructed to meet standards for a standard or infill street.



CONSTRAINED ACCESS ROADWAY TYPE I

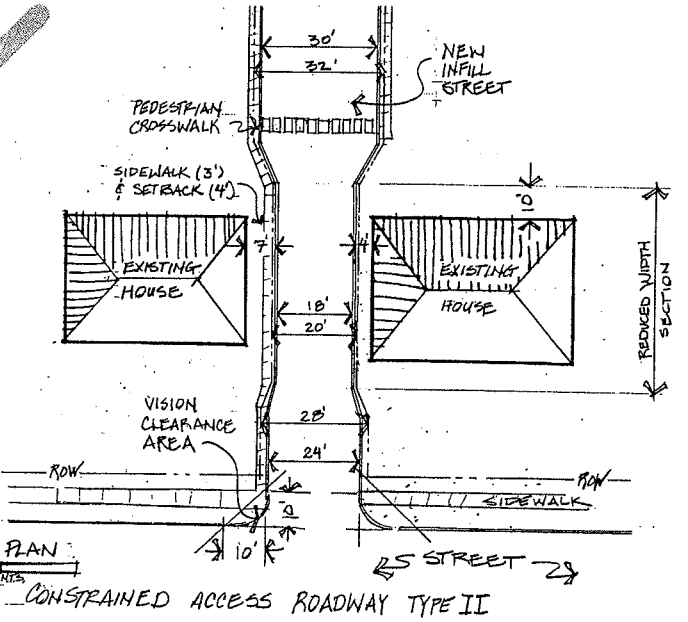
8) Roadways that require constrained access shall serve eight (8) or fewer dwelling units, unless the street connects to another street, which provides a second unconstrained means of vehicular access.
9) Within a constrained access area, utilities may be provided beneath the street.

B. Type II Constrained Access Roadway

(Type II recommended only if Council determines no parking enforcement in constrained access roadway will occur)

Type II constrained access roadways must meet all of the following standards:

1) Minimum width of a constrained access roadway easement shall be 20 feet, with a minimum paved width of 18 feet, plus curbs.
2) A sidewalk with a minimum width of three (3) feet and which complies with standards of the Americans with Disabilities Act (ADA), shall be located along one side of the constrained access roadway. The sidewalk may be located either within a public right-of-way or within an easement.
3) Where a sidewalk on one side of a street is terminated by the use of a constrained access roadway, a pedestrian crosswalk shall be provided to allow pedestrians to safely cross the street to a sidewalk that passing through the constrained access area.



CONSTRAINED ACCESS ROADWAY TYPE II

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4) There shall be a minimum four-foot setback between the pavement edge of a constrained access roadway and any part of an adjacent structure.
5) Constrained access distances must be kept to a minimum; no constrained access distance shall exceed 80 feet in length.
6) Streets segments having constrained access shall only be permitted to intersect with local streets.
7) Visibility clearance criteria must be met at all roadway intersections.
8) Portions of a roadway outside the constrained access area shall be constructed to meet standards for a standard or infill street.
9) Within a constrained access area, utilities may be provided beneath the street and requirements for sidewalks are waived.
10) Type II Constrained Access Roadways shall serve a maximum of 19 dwelling units.
11) Parking within a Type II Constrained Access Roadway is prohibited. No parking signs shall be posted and parking restrictions shall be strictly enforced.

2.316.11 Alignment
All infill streets intersecting an arterial or collector street shall be in alignment with existing street centerlines. Where streets join an arterial or collector forming a "T" intersection, the street must be not less than 100 ft from the centerline of another intersection. The staggering of street alignments resulting in "T" intersections shall, wherever practical, leave a minimum distance of 200 feet. Where infill streets intersect a local street, no alignment separation is required for street centerlines.

2.316.12 Storm Water Drainage
All infill development projects shall adhere to requirements specified in Section 2.306, Storm Drainage. Wherever possible, infill development shall use on-site storm water detention or natural drainage channels to convey storm water runoff. Before land division, partition, or subdivision is allowed by the City, the applicant must demonstrate that on-site storm water management techniques will be implemented and are sufficient to control runoff, or prove that such management techniques cannot reasonably be applied and provide a satisfactory alternative for managing storm water runoff.

2.316.13 Street Trees
Street trees shall be required on all infill development parcels. Lots measuring less than 45 feet in width shall be required to plant one street tree. Lots measuring more than 45 feet in width shall be required to plant two street trees. The tree removal plan, included in the partition or subdivision application, shall indicate the location of the proposed street trees. At the time of planting, street trees shall have a trunk diameter of at least one and one-quarter inches, measured at six inches above ground level, and shall be of a type that will be at least twelve inches in diameter when fully mature.

Street trees along infill streets and access easements must be located according to one of the following provisions:
A. Street trees shall be planted within the boundaries of each lot, not less than 10 feet and not more than 20 feet from the street right of way or access easement.

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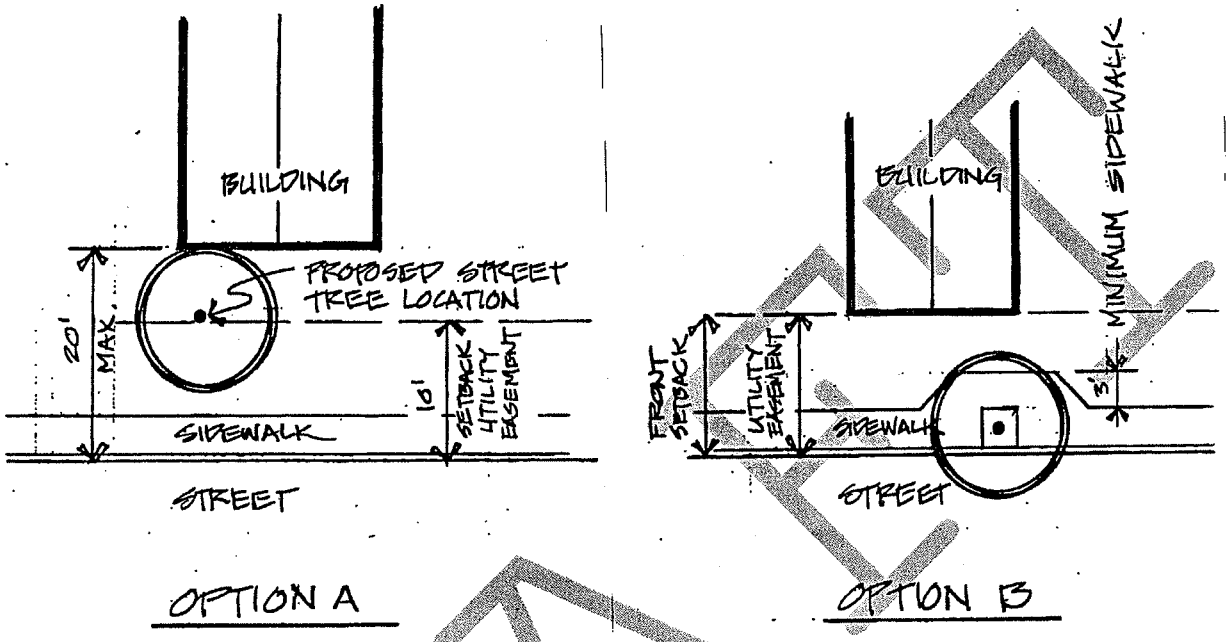
B. Street trees may be planted in planters incorporated into the design of the sidewalk, provided that a minimum three foot sidewalk width is maintained for use by pedestrians.
C. Street trees selected from a list of approved trees may be planted within the public right-of-way.



2.316.14 Infill Compatibility

A Design Features. Infill development shall utilize three or more of the following design features to provide visual relief along the front of each dwelling unit.

1) Covered porch entries (minimum of 8 feet by 10 feet).
2) Recessed or setback garage (minimum 6 foot setback from the building façade)
3) Eaves (minimum 12" projection)
4) Windows facing the street (total window area of not less than 12 square feet, with window trim not less than 4 inches wide)
5) Front yard foundation plantings consisting of a combination of trees and shrubs to create a continuous uninterrupted line of plantings along 75 percent of the building front, excluding that portion of the building acting as an entrance for pedestrians or vehicles. Materials shall planted according to City landscape standards. At the time of planting, trees shall have a minimum trunk diameter of one inch, measured at six inches above ground level, and shrubs shall be at minimum one gallon container, or 12 inch burlap balls with branches spreading a minimum of 15 to 20 inches).

B. Building Form. If attached dwellings or multifamily dwellings are being sited on infill lots, the following standards shall apply

1) Unit Definition. Each dwelling unit shall be defined by a roof dormer or bay windows on the street-facing elevation, or by providing a roof gable or porch that faces the street.
2) Density Transition. Multifamily structures shall maintain a typical single-family form and scale to provide a transition between apartment residential and attached residential and single-family districts. Where apartment residential or attached residential districts

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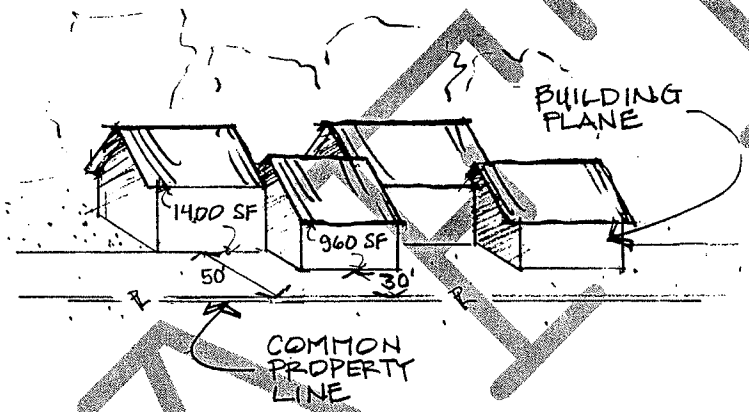
abut a single-family districts, the following shall apply to multifamily development within 50 feet of the common property line:

a) Building height shall not exceed 24 feet within 30 feet or 36 feet within 50 feet of the property line.

b) Building planes for multifamily dwellings within 50 feet of the common property line and facing the property line shall be subject to the following standards:

i) No building plane that faces the common property line shall exceed 960 square feet within 30 feet of the property line. No building plane that faces the common property line shall exceed 1,400 square feet within 50 feet of the property line.

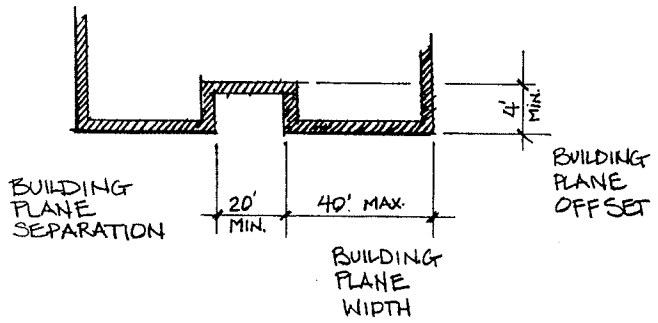


ii) No building plane shall have a greater dimension than 40 feet in length or 35 feet in height.

iii) If more than one building plane faces a property line and the building planes align at a common distance from the line, the building planes shall be horizontally separated by at least 20 feet. For the purposes of this standard, "common distance" shall be defined within 12 feet.

iv) Building planes are defined as the plane of a building wall that extends from the ground to the top of each wall of a structure. Area is determined by multiplying the length of each wall by the height.

The plane does not include roof area. When a structure along a wall juts out from the wall, or is off-set from an adjacent part less than 4



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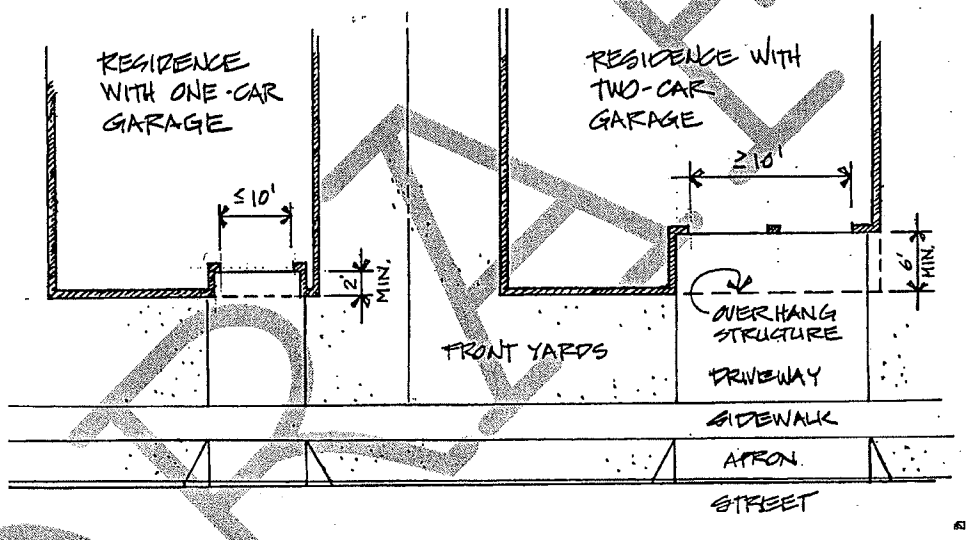
feet, the structure is considered part of the building plane of a wall behind it. If the structure protrudes greater than 4 feet, it represents a separate building plane. If a building plane is at an angle in relation to the property line, the midpoint of the wall shall provide the point at which the plane and related distance are measured.

2.316.15 Garages

A. Garages shall be located a minimum of 18 feet from the nearest edge of sidewalk adjacent to a public right-of-way, or if no sidewalk is present, the edge of the curb or roadway.

B. Garage doors facing the street shall not account for more than 40% of the built dwelling façade that faces the street.

C. Single vehicle garage doors must be recessed not less than two feet from the façade. Garages designed to accommodate more than one vehicle must be setback a minimum of six feet from the front building line.

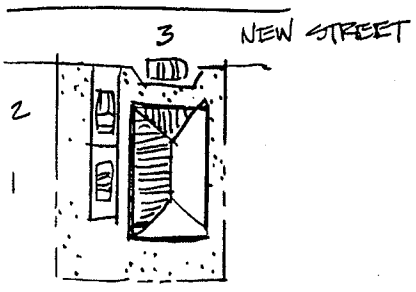


2.316.16 Infill Parking

A. Single family and duplex units must provide two on-site parking spaces.

B. Tandem parking, stacking two cars end to end in a private drive way, shall be an acceptable method of meeting infill parking requirements.

C. A parking plan shall be required for all infill development not served by a public street or for development served by any public street that does not include parking on both sides



TANDEM PARKING

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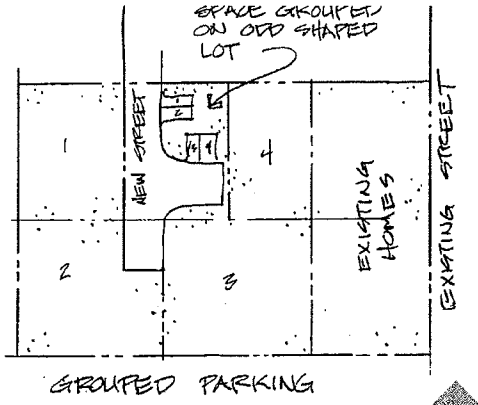
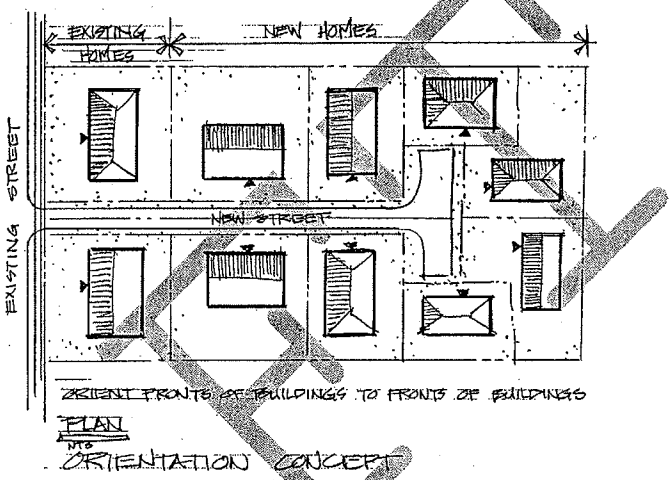
of the street. The parking plan shall illustrate how minimum parking requirements will be met for all newly created lots.



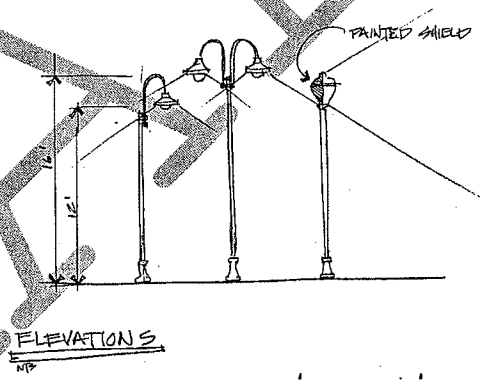
2.316.17 Building Orientation

Any new dwelling constructed on an infill development parcels must have its primary building facade oriented toward the nearest public street or private access easement. This provision is intended to enhance neighborhood quality by promoting the use of neighborhood streets as public places.



2.316.18 Street lights

Street lights shall be required for both public and private streets serving more than four dwelling units. Street lights shall be located within utility easements. Street lights are not required along private access easements, which are intended to serve less than five dwelling units.



2.316.19 Reduced Sidewalk Requirements

The City shall reduce street frontage improvement requirements for certain infill projects where fewer improvements are necessary.

A. For public streets that are not through streets and which serve five to eight dwelling units, the City shall require a sidewalk only on one side of the street.

3.106 Lot Line Adjustment

3.106.04 Criteria – Lot Line Adjustment

D. The proposed lot line adjustment does not result in two parcels which meet the criteria for an Infill Development Parcel, as defined in Section 2.316.03 Infill Development Parcel Criteria.

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3.210 PRE-APPLICATION CONFERENCE

3.210.01 Purpose

The pre-application conference informs the applicant of the substantive and procedural requirements of the development code, provides for an exchange of information regarding applicable requirements of other City Codes, and identifies policies and regulations that create opportunities or pose significant problems for a proposal. Technical and design assistance is available at the conference that will aid in the development of an application. The pre-application process is intended to promote connectivity of the transportation system, compatibility of development, and efficient provision of urban services.

3.210.02 Applicability and Requirements

Pre-application conferences are required for the following land use applications: land partitions, subdivisions, planned unit developments. Forms for pre-application conferences are available from the planning department. A fee is required and must be paid at the time the request for a pre-application conference is submitted. The applicant must submit a written proposal or sketched site plan of the proposal. A pre-application conference must be held within 21 days of receipt of a completed request form.

3.210.03 Participants and Notice

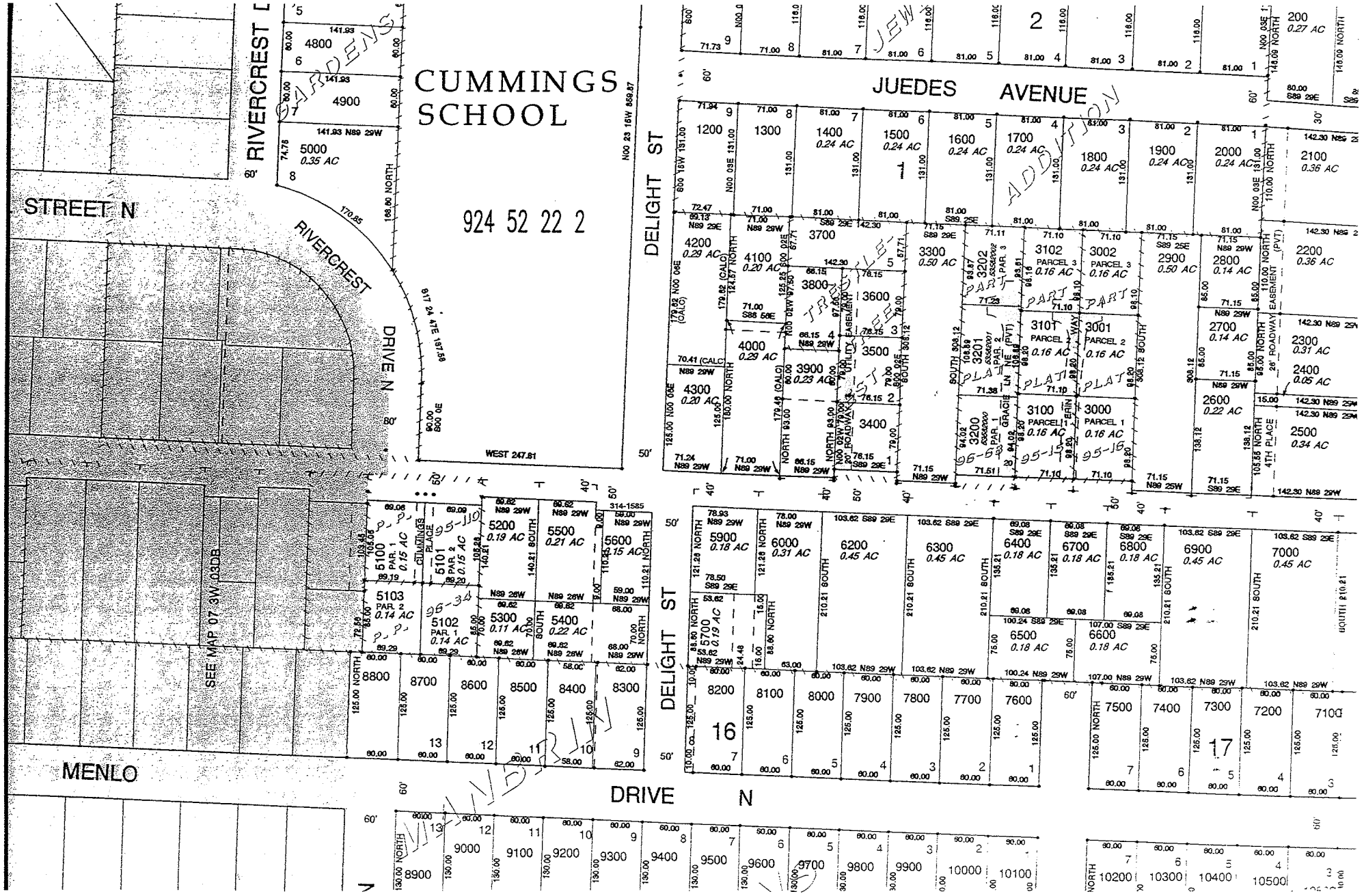
The applicant and interested parties meet with planning staff at the pre-application conference. The planning staff will notify City engineering and other urban service provider representatives and invite them to attend. Notice will be mailed no less than 10 days prior to the pre-application conference.

3.210.04 Pre-application Conference Recommendations

The planning staff will provide the applicant with a written summary of the pre-application conference within 7 days following the date of the conference. The written summary will include suggestions and information that were raised at the conference for inclusion in an application.

3.210.06 Time Limit

A pre-application conference is valid for up to one year. If more than one year has elapsed between the date of the pre-application conference and the date the application is submitted, a new pre-application conference is required.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Public Involvement Program

Citizen Advisory Committee (CAC) meetings will take place at Keizer City Hall in the Council Chambers. Public workshops will be incorporated into the CAC schedule to engage public participation and receive input. You are welcome to participate in the public workshops as well, however not required. The CAC and public workshops will meet according to the following schedule:

Date	*Time*	*Task*
January 24	5:00 p.m.	Identify obstacles to infill and redevelopment and potential solutions by brainstorming responses to questions on economic issues, physical characteristics, and regulatory barriers.
Public Workshop	***7:00 p.m.***	Issues & potential solutions for infill and redevelopment.
February 28	7:00 p.m.	Develop a set of objectives and strategies that represent Keizer's goals for infill and redevelopment and which support the transportation connectivity goals and objectives of the Keizer Transportation Systems Plan, Urban Renewal Strategic Plan and Comprehensive Plan.
March 7 ***Public Workshop***	***7:00 p.m.***	Objectives & strategies for infill and redevelopment.
April 4	7:00 p.m.	Conduct a "code audit" – a review of existing plan policies, development standards, and permit procedures – to determine which ones are working well, and which ones need to be replaced or revised to meet Keizer's objectives for infill and redevelopment. Determine what actions are needed to achieve the objectives. It is anticipated that the appropriate actions will be zoning code revisions, updates to subdivision and public works standards, procedural changes, changes to the comprehensive plan, development of a conceptual neighborhood infill plan, and similar policy changes.
April 25	5:00 p.m.	Carry out the actions needed to achieve the objectives. This must involve the development of draft code amendment language for necessary revisions, updates, and changes identified at the last meeting (Task 7) and the development of a conceptual neighborhood infill plan.
Public Workshop	***7:00 p.m.***	Draft Infill and Redevelopment Master Plan.
May 30	7:00 p.m.	Prepare a draft of the Infill and Redevelopment Master Plan by incorporating products of previous meetings/tasks.

THIS IS TO NOTIFY YOU THAT THE CITY OF KEIZER HAS PROPOSED A LAND USE REGULATION THAT WILL AFFECT THE PERMISSIBLE USES OF YOUR LAND.

KEIZER COMMUNITY DEVELOPMENT DEPARTMENT
NOTICE OF PUBLIC HEARING BEFORE THE PLANNING COMMISSION
AMENDMENT TO KEIZER DEVELOPMENT CODE – TEXT AMENDMENT CASE NO. 01-26

On June 27, 2001, the City of Keizer Planning Commission will hold a public hearing regarding the adoption of an unnumbered Ordinance. The City of Keizer has determined that the adoption of this ordinance will affect the permissible uses of your property and may reduce the value of your property. Such Ordinance is available for inspection at the Keizer City Hall, 930 Chemawa Road NE, Keizer, Oregon 97303. A copy of the Ordinance is also available for purchase at a cost of $.10 per page. For additional information concerning this Ordinance, you may call the Keizer Community Development Department at (503) 390-3700.

The above bold-faced language is required under Ballot Measure 56. However, the City of Keizer has not determined whether or not any proposed ordinance might affect the value of your particular property. In addition, any draft ordinance that may be available is not complete, because the public hearing process needs to move forward before the Planning Commission and City Council to draft such ordinance. The language of Ballot Measure 56 requires notification regarding the ordinance as set forth above.

Purpose of Hearing: The Keizer Planning Commission & City Council is conducting public hearings on amending Keizer Development Code Sections 1.2 *Definitions,* 2.1 *Land Use Zoning,* 2.3 *General Development Standards,* and 3.2 *Administrative Procedures.*

The City of Keizer was awarded a Transportation Growth Management (TGM) Grant to develop an Infill Master Plan. Infill is development of smaller undeveloped lots. The Infill Master Plan has been created through a Citizen Involvement Program, including a series of public workshops. Public participation through public workshops and citizen advisory committee forums have been conducted to discuss the issues within the City of Keizer related to infill development. The Infill Master Plan proposes amendments to the Keizer Development Code. Issues addressed in the proposed amendments include, but are not limited to, partitioning and subdivision standards, landscaping, parking, and access standards. **The proposed amendments apply to new development only. Every property owner in Keizer has received this notice, including some properties that may not be able to be further developed.**

DATE & TIME OF HEARINGS: Planning Commission, June 27, 2001; 7:00 p.m.; City Council, August 6, 2001; 7:00 p.m.

LOCATION OF HEARINGS: Keizer City Council Chambers, Keizer City Hall, 930 Chemawa Road NE, Keizer.

HOW TO PARTICIPATE: Anyone desiring to speak for or against the proposal may do so in person, or by representative, at the public hearing; or, may submit written comments with the Keizer Community Development Department prior to the public hearing.

Failure of an issue to be raised in the hearing, in person, or by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes appeal to the Land Use Board of Appeals (LUBA) based on that issue.

LAND USE DECISION CRITERIA: The criteria upon which this legislative review is based is *Section 3.111.03 Text Amendments* of the Keizer Development Code and Statewide Goals and Administrative Rules.

Upon request, auxiliary aids and/or special services will be provided to participants with disabilities. To request services, please contact city hall at (503) 390-3700, or TDD access at 1-800-735-2900, at least two working days (48 hours) in advance of the hearing.

The proposed amendments to the Keizer Development Code only relate to future development. If you have any questions, please contact the Community Development Department at (503) 390-3700. Calls and walk-in customers are welcome to City Hall. City staff is available to answer questions.

Notice Dated: May 23, 2001

MEMORANDUM

To: Mayor Christopher and City Councilors

From: Maria Meier, Planning Director

Date: June 6, 2001

Re: City Wide Mailing – Infill Planning Process

On June 5, 2001, Keizer property owners were mailed a Ballot Measure 56 Notice regarding the proposed Infill Master Plan and text amendments that will be considered before both the Planning Commission and City Council.

Please find attached the public notice that was sent in the mail (you likely received it in the mail at home as well). The attached pink sheet is a question/answer and project information sheet staff is using as a communication tool to answer public questions. In addition, the attached "Draft" document is available to the public for purchase for $1.00 that contains the proposed Keizer Development Code text amendments. If persons have additional questions about the proposed text amendments, please ask the public to contact City staff and/or participate in the public hearings.

I suspect you may receive calls about this matter. Please consider the attached information as a tool to communicate to the public and encourage persons to visit City Hall to pick up the information available.

If you have any further questions, please fell free to contact me at (503) 390-3700, ext. 159. Thank you.

City of Keizer, Oregon

MEETING NOTICE
KEIZER CITY COUNCIL
AND
PLANNING COMMISSION

NOTICE OF WORK SESSION

The Keizer City Council and Planning Commission will meet for a joint work session on **Monday, June 11, 2001 at 6:00 p.m.** This meeting will be held in the Robert L. Simon Council Chambers, Keizer City Hall, 930 Chemawa Road NE, Keizer, Oregon. The agenda for this meeting will include a staff presentation on the background of the Infill Grant and the public involvement process completed to develop an Infill Master Plan.

This location is accessible to the disabled. Please contact City Hall if special arrangements are necessary. Questions regarding this meeting may be directed to Maria Meier, Planning Director at 390-3700, ext. 159.

DATED this 5th day of June, 2001.

Tracy L. Davis, CMC
City Recorder

NOTICE FOR INFORMATIONAL PURPOSES ONLY

Public Information Forums
Regarding Infill Plan Text Amendments

Planning Commission/City Council Workshop
Staff presentation of Infill Grant Public Process.
Monday, June 11th at 6:00 p.m.

Planning Commission Work Session
Staff presentation of proposed text amendments proposed in Infill Master Plan.
Wednesday, June 13th at 7:00 p.m.

Planning Commission Public Hearing
Public testimony opportunity relating to proposed text amendments in Infill Master Plan.
Wednesday, June 27th at 7:00 p.m.

All meetings are planned to take place in the City Council Chambers at Keizer City Hall. Please visit City Hall to obtain written information on this project. Information is also available on the City of Keizer web-site at www.keizer.org.

Background

The City Council recognized that growth had been occurring so rapidly in Keizer and requested staff to work with an Infill Committee to look at the issues related to Infill development. While the staff was working with the Infill Committee, an opportunity became available to apply for an Oregon Department of Transportation (ODOT) Transportation Growth Management (TGM) Grant. The City applied for this grant to assist the City with funding to contract with a Planning consultant to facilitate a public process to discuss Infill development in the City of Keizer.

The City of Keizer was awarded a TGM Grant to develop an Infill Master Plan. The Infill Master Plan has been created through a Citizen Involvement Program, including a series of public workshops. Public participation through public workshops and Citizen Advisory Committee forums have been conducted over the past five months to discuss the issues within the City of Keizer related to infill development. The Infill Master Plan proposes amendments to the Keizer Development Code. Issues addressed in the proposed amendments include, but are not limited to, partitioning and subdivision standards, landscaping, parking, and access standards.

Purpose of the Infill Master Plan & Proposed Text Amendments

Comment:"What is 'Infill' Development?"

Answer: "Infill" is the development of properties that have either been skipped over by development in the past or that are simply large enough for future development, even though there may be an existing structure on the lot. "Infill" is development of smaller undeveloped lots. In most recent years, the City of Keizer has experienced a lot of "Infill" development. The City limits of Keizer already abut the Urban Growth Boundary (UGB). This means the City cannot extend growth any further, and must utilize existing lands within the City limits for future growth.

Comment:"Why is the City encouraging 'Infill' development and growth?"

Answer: The City is not motivating infill development or growth. The City Council recognized that growth had been occurring so rapidly in Keizer and requested staff to work with an Infill Committee to look at the issues related to Infill development. While the staff was working with the Infill Committee, an opportunity became available to apply for an Oregon Department of Transportation (ODOT) Transportation Growth Management (TGM) Grant. The City applied for this grant to assist the City with funding to contract with a Planning consultant to facilitate a public process to discuss Infill development in the City of Keizer.

The City of Keizer was awarded a TGM Grant to develop an Infill Master Plan. The Infill Master Plan has been created through a Citizen Involvement Program, including a series of public workshops. Public participation through public workshops and Citizen Advisory Committee forums have been conducted over the past five months to discuss the issues within the City of Keizer related to infill development. The Infill Master Plan proposes amendments to the Keizer Development Code. Issues addressed in the proposed amendments include, but are not limited to, partitioning and subdivision standards, landscaping, parking, and access standards.

When the City incorporated in 1982, the City formed its own Comprehensive Plan, which acts as a Master Plan for the City. The Comprehensive Plan includes property use designations that allow properties to develop to certain densities. The City of Keizer's Comprehensive Plan is similar to most urban cities in Oregon, allowing up to eight units per acre to be developed. This standard is not recommended to change. In fact, rarely can a development prove to meet all City public improvement standards and even reach the maximum permitted lots per acre.

Notice: The proposed amendments focus on improvement to neighborhood quality.

Infill development will continue to occur. However the proposed text amendments are meant to address the community issues by promoting neighborhood quality and improved emergency access for future developments.

- This proposed text amendment only applies to new development.
- A single-family lot that contains less than 8,000 square feet is not affected by the proposed text amendments.
- Every property owner in Keizer has received this notice, including some properties that may not be able to be further developed.

If you have additional questions about the proposed changes, please purchase a copy of the printed text amendments for $1.00 at City Hall. City staff will be happy to address your questions anytime before the public hearing. The Planning Commission will first consider the proposed Infill Maser Plan. If you would like to testify before the Planning Commission, below is the public hearing date/time:

Planning Commission	Wednesday, June 27, 2001	7:00 p.m.	Council Chambers

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Thank you for taking the time to research this matter with the City of Keizer. While many Keizer residents received a mailed notice, staff expects many customer questions. If staff is not immediately available to answer your questions, please leave your name and contact information for staff to call and arrange an appointment. Staff may be working with another customer, however all efforts will be made to answer your questions as soon as possible. Thank you for your understanding!

Infill Master Plan – Text Amendment Response Sheet

Most common expected comments/questions and answers:

Comment: **"I received a notice that says it will affect the permissible uses of my property and that the value of my property may be reduced. What does this notice mean?"**

Answer: Ballot Measure 56, approved by Oregon voters in November 1998, and became effective in December 1998. The measure requires local governments to mail written notice to landowners when the governing body "changes the base zoning classification of the property; OR adopts or amends an ordinance in a manner that limits or prohibits land uses previously allowed in the affected zone."

The language required by Ballot Measure 56 requires the language, "...will affect the permissible uses of your property and may reduce the value of your particular property." However, the proposal is considered by the City as an overall neighborhood and public benefit to suggest the proposed text amendments.

"What is the City proposing to change?"
The City of Keizer is considering proposed amendments to the text of the Keizer Development Code relating to future developments, such as partitions and subdivisions. The reason the Measure 56 Notice was sent is due to the proposed change to standards allowing new private streets to be developed.

Currently the standard width requirement for a private street is twenty (20) feet. No parking is allowed on this street width for emergency vehicles to have access. Unfortunately, many people park in posted "No Parking" zones, which can restrict emergency vehicle access. This has created enforcement issues for the City as well. Therefore, the City Council has requested as part of the Infill Planning process to eliminate private streets for future development and require public streets that are wide enough to accommodate parking on the street.

"Why does this change affect the permissible uses or value of my property?"
If your particular property is large enough to divide into another, or many other lots for future development, you may currently apply for a development that may meet private street standards with no requirement for on-street parking. A smaller width street may feasibly enable a development to have either larger lots or more lots, depending on the site constraints of the property. Therein, a person could say that by increasing the street width requirement, the City may be taking away an opportunity for me to develop my property to it's fullest economic potential. However, the City believes emergency access are public safety and neighborhood quality issues that need to be addressed.

The proposed text amendment requires all newly developed streets to be public only – not to permit private streets. The public street width requirements proposed in the text amendment are wide enough for on-street parking. This meets the City Council's intention to provide for emergency access within new developments. One may actually determine that this type of improvement in City standards may improve the value of a newly developed property that has on-street parking and safe emergency access.

"What if I live on a private street? Will my street remain private or become public?"
The proposed ordinance only applies to new development. If you currently live on a private street, it will remain private.

"Is the street width standard the only standard proposed to change?"
Other standards are also proposed to change, again, only affecting new development. Other issues include changes to the Keizer Development Code such as planting of street trees, setbacks for new buildings, street connections, etc. If you are interested in the proposed language, please purchase a copy of the proposed text amendments for $1.00 and read the proposed text amendments.

- **THIS PROPOSED TEXT AMENDMENT ONLY APPLIES TO NEW DEVELOPMENT.**
- **A SINGLE FAMILY LOT THAT CONTAINS LESS THAN 8,000 SQUARE FEET IS NOT AFFECTED BY THE PROPOSED TEXT AMENDMENTS.**

Comment: **"How do I know if my lot is large enough to divide?"**

Answer: The minimum lot size for a standard detached single family dwelling is 5,000 square feet. Attached housing is permitted with special standards at 4,000 square feet as a minimum lot size. Therefore, most commonly, if you have a lot that contains less than 8,000 square feet, your property may not have the potential to be individually divided.

Comment: **"Why was I notified if my property does not apply to the proposed changes?"**

Answer: The City was required to notify all property owners that may be affected by the proposed text amendments. Due to the significant amount of properties in Keizer, it would have required more cost in City staff time to analyze each individual property for future development potential than to spend the postage necessary to notify each property owner.

Comment: **"I received more than one of these notices. Why did the City waste so much money sending more than one?"**

Answer: The City is required to have the County Assessor's Office create mailing labels for each tax lot. If the County has more than one address for the property owner, or if the property owner owns more than one parcel within the City, it is likely persons received more than one notice. Exact duplicates were attempted to be eliminated. Please understand it would have required more City staff time to identify the duplicate labels than to spend the postage necessary to send the additional notices.