



MINUTES KEIZER PLANNING COMMISSION

Wednesday, May 8, 2024
Keizer Civic Center

1. **CALL TO ORDER** CALL TO ORDER: Chair Matt Lawyer called the meeting to order at 6:00 pm.

ATTENDANCE:

Present:

Matt Lawyer, Chair
Sara Hutches, Vice Chair
Mo Avishan
Jeremy Grenz
Ron Bersin
Fernando Lopez
Robb Witters

Absent:

Angelica Sarmiento Avendano

Council Liaison Present:

Councilor Juran (6:22)

Staff Present:

Shane Witham, Planning Director
Joseph Lindsay, City Attorney
Dawn Wilson, Deputy City Recorder

2. APPROVAL OF MINUTES

- a. **March 2024** Commissioner Jeremy Grenz moved for approval of the March 2024 Minutes as presented. Commissioner Robb Witters seconded. Motion passed unanimously as follows: Lawyer, Bersin, Grenz, Avishan, Hutches, Witters, and Lopez in favor.

3. **VOLUNTEER APPRECIATION ~ Emerson Carella** Chair Matt Lawyer read the Volunteer Appreciation Proclamation for the month of April and expressed appreciation for the Planning Commissioners' dedication and ongoing volunteer efforts benefiting the City of Keizer and distributed cookies as a token of appreciation.

Planning Director Shane Witham expressed appreciation for the volunteer Commissioners and how well-prepared they are.

4. APPEARANCE OF INTERESTED CITIZENS

- a. **Written Comment** Chair Lawyer acknowledged the written comment submission from Michael

- **Michael De Blasi** De Blasi. Chair Lawyer shared an event by the Environmental Division on identifying urban trees.

5. PUBLIC HEARING:

- a. **Text Amendment Case 2024-06: Proposed Changes to multiple sections of the Keizer Development Code (KDC) regarding Planning Commission Decisions**
- Chair Lawyer opened the Public Hearing at 6:07 p.m. and listed the three text amendments.
- Planning Director Shane Witham provided an overview of each of the three text amendments. He commented that he envisions one motion to adopt the changes as discussed. He reminded the Commissioners of the discussion at the March meeting. The blue-highlighted cases in the packet would come to the Planning Commission if the text amendments were adopted.
- If the Commission takes no action, then the drafts cover the major variances, the master plan amendments, and the variances.
- Chair Lawyer suggested that the Commission hear more on the setbacks and Accessory Structures.
- Mr. Witham explained the history of the Development Code, draft language to create more density, and how minor variances currently are not adequate for parking. He recommends a 10-foot setback for residential and commercial. He clarified that the 20-foot would still exist if there was a garage.
- Discussion ensued regarding setbacks and right-of-ways with local, collector, and arterial street types.
- Mr. Witham shared that with a redevelopment project, there would be a requirement for the dedicated right-of-way and the setback would be 10-feet away.
- Mr Witham shared that the proposed Accessory Structures would go from 600 to 750 feet. The Commissioner may want to consider the variance process involving the Planning Commission, especially when there are unique scenarios, rather than increasing the square footage. He stated that the review criteria was different for a minor versus major variance.
- Mr. Witham clarified that if there's no garage, an Accessory Building would be allowed up to 750-feet within the current code.
- Discussion ensued on the size of Accessory Structures and various designs and setbacks.
- Commissioner Bersin reminded the Commission that Accessory Dwelling Units could include the 750-foot increase to match a garage, which would be

an Accessory Structure. He suggested that the code state that any variance rather than a minor or major variance so the Commission could consider all variances.

Mr. Witham clarified that the draft language wouldn't bring minor variances to this Commission.

Chair Lawyer has concern over the intended use with a property.
Commissioner Bersin supports this Commission reviewing minor variances.

Commissioner Witters suggested that the Commission could increase the square footage to 625 and applicants could make a minor variance to reach 750-feet.

Tammy Kunz, Keizer resident, commented that she would like item c tabled for another discussion so she can bring back additional information from her neighborhood association. She supports items a and b.

Chair Lawyer closed public hearing at 7:45 p.m.

Chair Lawyer Motion to set aside part c of Text Amendment Case 2024-06. Seconded by Commissioner Hutchens. Passed unanimously. Lawyer, Bersin, Grenz, Avishan, Hutches, Witters, and Lopez in favor.

Chair Lawyer commented that the Commission needed to dispose of Text Amendment Case 2024-06, part a and b.

Commissioner Hutchens moved the Planning Commission to recommend approval of the proposed Text Amendments to City Council with changes as discussed, along with any other identified changes necessary for consistency within the Keizer Development Code. Seconded by Avishan. Passed unanimously. Lawyer, Bersin, Grenz, Avishan, Hutches, Witters, and Lopez in favor.

The Commisison had a consensus that they want to hear all variances.

**b. Text Amendment
Case 2024-06:
Proposed Change
to reduce setback
requirements
along Collector
and Arterial
streets**

**c. Text Amendment
Case 2024-06:**

**Proposed Change
to increase
allowed square
footage for an
Accessory
Structure**

- 6. NEW-OLD BUSINESS/STAFF REPORT** Mr. Witham shared that the City has started a process in partnership with the City of Salem and Marion County for Scenario Planning to look at the region as a whole under the light of greenhouse gas reduction and transportation and planning policies as to how they intermesh. They would be looking at a baseline scenario along with a 20-year scenario as to how greenhouse gases could be reduced. Information should be on the City's website about the project in about a week. Mr. Witham also shared two Hearings on middle-housing projects with townhouse development.
- 7. COUNCIL REPRESENTATIVE** Councilor Juran commented that he'd like to see multi-family dwellings be owner-occupied. He reported that the Council recognized Tammy Saldivar as the Volunteer of the Quarter and approved the bid award for the pickleball courts. The KeizerFEST Parade, KeizerFEST Blooming Iris Festival, and the Fire Department's Pancake Feed, and Golf Tournaments events would be coming up.
- 8. NEXT MEETING: June 12th** The Commission canceled the June meeting by consensus.
- Chair Lawyer shared the upcoming Soggy Day in the Park event.
- Chair Lawyer expressed appreciation for the work, commitment, and great engagement that Youth Liaison Angelica Sarmiento Avendano provided this group.
- 9. ADJOURNMENT** Meeting adjourned: 8:04 p.m.
- Minutes approved: 08/14/2024

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