



**KEIZER PLANNING COMMISSION  
MEETING MINUTES  
Wednesday, June 8, 2016 @ 6:00 pm  
Keizer Civic Center**

**CALL TO ORDER**

Chair Michael DeBlasi called the meeting to order at 6:02 pm.

**ROLL CALL:**

**Present:**

Michael DeBlasi, Chair  
Chuck Fisher, Vice Chair  
Jim Jacks  
Kyle Juran  
Hersch Sangster  
Josh Eggleston  
Garry Whalen

**Council Liaison:**

Amy Ryan for Marlene Parsons

**Staff Present:**

Shannon Johnson, City Attorney  
Nate Brown, Community Development  
Director  
Sam Litke, Senior Planner

**APPROVAL OF MINUTES:** Commissioner Sangster moved for approval of the May 2016 Minutes. Commissioner Fisher seconded. Motion passed as follows: DeBlasi, Jacks, Juran, Fisher and Sangster in favor with Eggleston and Whalen abstaining.

**APPEARANCE OF INTERESTED CITIZENS:** None

**CONTINUATION OF PUBLIC HEARING: Food Cart Allowance**

Senior Planner Sam Litke explained that the Commission would be considering whether or not to remove the limitation currently in place for food carts. Approval would allow food carts in the commercial mixed use zone as a special permitted use. He noted that the new staff report provides requested information and addresses questions asked at the previous meeting. He pointed out that this proposal allows signage on the mobile food unit as well as an additional 6 square feet of signage (a sandwich board) and this is different from what is allowed for other businesses.

Discussion followed regarding locations, enforcement, surveillance, penalties for environmental infractions (grease disposal) and signage.

*Chair DeBlasi re-opened the Public Hearing.*

*Rhonda Rich*, Keizer, spoke in favor of keeping the ordinance unchanged. She urged the city to focus on filling store front vacancies and noted that the mobile food units would make River Road less attractive and undermine the River Road Renaissance program improvements.

*Tina Schneider*, Oregon Food Truck Association member and mobile food unit owner, provided information on food truck wastewater disposal methods and explained that food trucks are required to have insurance, permits, inspections, etc., and are monitored closely. She added that food trucks do a lot of community service with schools and other organizations oftentimes donating a percentage of their income or their tips. She concluded noting that most trucks do not need additional signage; they are satisfied with the signage on their units.

*Brandon Bay*, Keizer business owner, spoke in support of food trucks being allowed for more than 90 days adding that he did not feel that food trucks required signage regulations different than what is already in place.

*Jacque Moir*, Keizer, referred Commissioners to her email which was submitted for the record.

Discussion followed regarding use of parking lots not in the CM zone, the conservative approach with the option to move forward with less stringent regulations, possible review in 12 months, staff time involved in policing and enforcing laws related to illegal disposal of grease, the difficulty in catching a mobile unit that dumps illegally, environmental stewardship, the permit process, bathroom facilities, food truck pods, property owner responsibility, licensing, permanent structures, signage, compacted gravel as an 'improved surface' and design standards.

Mr. Brown suggested that 'and environmental requirements' be added to 2.434E.

*With no further testimony, Chair DeBlasi closed the Public Hearing.*

Commissioners reviewed the nine policy considerations in the staff report to be sure all had been addressed.

Mr. Litke summarized Commission changes:

- Section 2.434E add 'environmental requirements'
- Section 2.434J change 'one' to 'two'
- Hours of operation prohibited from 11 p.m. to 6 a.m.
- Food trucks are not limited on the signage of their mobile unit and they can use sandwich signs and feather flags year round but only during their hours of operation

Commissioner Fisher moved to recommend forwarding to Council this proposed text amendment with the changes discussed. Commissioner Whalen seconded.

Commissioner Jacks noted that this is a kind of use that can create a lot of problems for a city the size of Keizer with a property tax rate of 2.08 per \$1,000, and not enough funds to hire one more police officer. He cautioned that trying to enforce new regulations takes more time than can be imagined but the Commission was taking a conservative step with this proposed text amendment.

Motion passed unanimously as follows: DeBlasi, Jacks, Juran, Fisher, Eggleston, Whalen and Sangster in favor.

**NEW/OLD BUSINESS:** Responding to inquiry Mr. Brown reported that the new construction on River road would be a drive-thru Starbucks and that the drive-thru will not go around the front of the structure. Commissioner Sangster invited Commissioners to the Traffic/Bikeways/Pedestrian Committee meeting to hear a presentation by Alex Phillips of Oregon Parks and Recreation about the Economics of Recreational Cyclists.

**STAFF REPORT:** Mr. Litke reported that Shane Witham would be bringing a text amendment dealing with private access easements to the Commission in July. September Commission meeting would deal with PUD Standards. He requested that because the Planning Department would be short staffed in August, the August Planning Commission meeting be cancelled. Commissioners agreed by consensus to cancel the August meeting.

Mr. Brown reported that Keizer received the grant from Oregon Parks and Recreation Department. The City has been asked not to make a public announcement until the Board officially approves the award.

Commissioner DeBlasi requested that better trash receptacles, including recycle bins, be placed in the parks.

**COUNCIL LIAISON REPORT:** Councilor Ryan noted that because of the lateness of the hour she would refrain from giving a report.

**COUNCIL REPRESENTATIVE:** Commissioner Fisher confirmed that he could provide the report to Council. Mr. Johnson urged all Commissioners to be brief in giving their reports in order to comply with public hearing restrictions.

**ADJOURN:** The meeting adjourned at 9:14 pm

***Next Meeting: July 13, 2016***

*Minutes approved:* 7-13-16