



**KEIZER PLANNING COMMISSION  
MEETING MINUTES  
Wednesday, July 13, 2016 @ 6:00 pm  
Keizer Civic Center**

**CALL TO ORDER**

Chair Michael DeBlasi called the meeting to order at 6:00 pm.

**ROLL CALL:**

**Present:**

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

**Absent:**

Garry Whalen

**Council Liaison:**

Marlene Parsons

**Staff Present:**

Nate Brown, Community Development Director  
Shane Witham, Associate Planner

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

**APPEARANCE OF INTERESTED CITIZENS:** None

**PUBLIC HEARING: Private Access Easements**

Associate Planner Shane Witham reviewed the changes noting that section 2.302 has the most and the other two are either definition or a number change. He noted that the changes involve safety; the 14 foot width currently in the code does not comply with fire code so is being changed to 20, the maximum length used to be 300 feet but staff is proposing more in unique circumstances to achieve density objectives laid out in the Housing Needs Analysis and is proposing the increase from 4 to 8 units if the connection has two entrances/exits (either a loop or into a different street). A section for multifamily and commercial development has been added and a change has been made regarding who is responsible for putting up parking signage. Mr. Witham explained that staff is anxious to comply with the fire code and wants to be creative from density and infill perspective without creating inefficiencies in the transportation system.

Discussion followed regarding the 20-foot width, flag lot development, order of review (city should review after Fire District), efficient land use, variance and review criteria, flexibility and creativity, density provisions, Fire Code, pedestrian circulation and connectivity, vehicle access, shared roadways, public access, verbiage in easements, access vs. security, maintaining, regulating and controlling of access roads, safety, private improvements including speed bumps and gates, and gated access ways with breaks to allow for cyclists and pedestrians.

*Chair DeBlasi opened the Public Hearing. Hearing no testimony, Chair DeBlasi closed the Public Hearing.*

Commissioner Fisher moved that the Planning Commission accept the staff recommended text amendment with the addition of requiring bicycle and pedestrian access for the longer easement that has a connection and under 2.301.01A include 'pedestrian and bicycle' after the word 'vehicular'. Commissioner Sangster seconded.

Commissioner Jacks urged caution in densification noting that infill will have a negative effect on some people and we don't want to have that effect too often and too greatly on too many people.

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

**OTHER BUSINESS:** Discussion followed regarding the Starbucks site on River Road. Chair DeBlasi urged that they have outdoor seating. Mr. Brown explained that staff encourages businesses to develop those but the problem with Starbucks is that their stormwater treatment area is where the outdoor seating area should be and they cannot have a hard surface there. He explained that there are many demands on building and that does not seem to be slowing down. Staff encourages people to do good development such as separated sidewalks but it is complex for developers and business operators to comply with regulations.

Regarding the Planning Commission reviewing land use actions, Mr. Brown explained that the City has set up the Planning Commission to address long range issues rather than current development. The Hearings Officer has the short term authority.

Commissioner Jacks noted that the Public Hearing should be opened before any information is conveyed so that all information is part of the record.

**STAFF REPORT:** Mr. Brown provided information regarding the 4-story Holiday Inn Express development at Keizer Station between Panera and Outback. He outlined the review process and explained that the City Manager was working with the developer and Donahue Schreiber to work out differences and help the project move forward. Commissioner Sangster pointed out that there is no bicycle/ADA access from the walking trail in Keizer Station to Panera and urged that perhaps during this construction one could be put in.

**COUNCIL LIAISON REPORT:** Councilor Parsons reported that food carts would be addressed at the next Council meeting, Position #1 on Council is vacant, and the City received the Big Toy and Keizer Rapids Park improvements grant. That work will take place in the spring after the agreement is signed and the bidding process takes place.

**COUNCIL REPRESENTATIVE:** Commissioner Eggleston confirmed that he could provide the report to Council.

**ADJOURN:** The meeting adjourned at 7:26 pm

***Next Meeting: September 14, 2016***

*Minutes approved:* 9-14-16