

MINUTES
FINAL SALEM PLANNING COMMISSION Reviewer: Augustyn
January 12, 2021

COMMISSIONERS PRESENT

Dan Augustyn
Chane Griggs, President
Lisa Heller
Casey Kopcho
Ian Levin
Brian McKinley, Vice President
Ashley Schweickart
Michael Slater

COMMISSIONERS ABSENT

Joshlene Pollock, Excused

STAFF PRESENT

Lisa Anderson-Ogilvie,
Deputy CD Director and
Planning Administrator
Olivia Dias, Current Planning
Manager
Shelby Guizar, Admin Analyst
Thomas Cupani, Assistant City
Attorney

Note: This meeting was held digitally during the home quarantine imposed by the Governor to stem the spread of the Covid-19 virus. All attendees were virtual.

1. CALL TO ORDER

President Chane Griggs called the meeting to order at 5:30 P.M.

2. ROLL CALL

Roll was taken and with quorum established, President Griggs proceeded with agenda item 1.1 - Elections.

Motion: Move to re-elect Commissioner Chane Griggs as President

Motion by: Commissioner Slater

Seconded by: Commissioner Heller

Questions or Comments: Commissioner Slater

Vote: Aye: Augustyn, Griggs, Heller, Levin, McKinley, Slater, Schweickart
Nay: 0
Absent: 2 (Kopcho, Pollock)
Abstentions: 0

Action: Moved to re-elect Commissioner Chane Griggs as President

VOTE:

Yes 7 No 0 Abstain 0 Absent 2 (Kopcho, Pollock)

Motion: Move to re-elect Commissioner McKinley as Vice-President

Motion by: Commissioner Schweickart

Seconded by: Commissioner Levin

President Griggs asked if there were any additional nominees to consider, none were noted.

Questions or Comments: Commissioner McKinley

Vote: Aye: Augustyn, Griggs, Heller, Levin, McKinley, Slater, Schweickart
Nay: 0
Absent: 2 (Kopcho, Pollock)
Abstentions: 0

Action: Move to re-elect Commissioner McKinley as Vice-President

VOTE:

Yes 7 No 0 Abstain 0 Absent 2 (Kopcho, Pollock)

3. **PUBLIC COMMENT:** This time is available for interested citizens to comment on specific agenda items other than public hearings, deliberations and the merits of land use issues that are reviewable by the Planning Commission at public hearings. Each person's comments will be limited to three minutes.

- None

4. **CONSENT CALENDAR:**

4.1 Approval of Minutes

December 15, 2020 Minutes (Commissioner Heller)

Recommended Action: Approve

Motion: Move to approve the minutes.

Motion by: Commissioner Heller

Seconded by: Commissioner Augustyn

Questions or Comments by: None

Vote: Aye: Augustyn, Griggs, Heller, Levin, McKinley, Slater, Schweickart
Nay: 0
Abstentions: 0
Absent: 2 (Kopcho, Pollock)

Action: Moved to approve the minutes.

VOTE:

Yes 7 No 0 Abstain 0 Absent 2 (Kopcho, Pollock)

4.2 Resolutions: None

4.3 Action Items: None

5. PUBLIC HEARINGS:

Hearings begin no earlier than 5:30 p.m. unless otherwise noted. The statement of criteria will be read at the beginning of the hearings.

President Griggs asked the Commissioners if anyone had ex-parte communications or any conflicts of interest to state into the record. No conflicts or ex-parte contacts were noted.

5.1 Appeal of Partition Case No. PAR20-13 for 4204 Kurth Street S; Ward 7 – Sunnyslope Neighborhood Association; Olivia Dias, odias@cityofsalem.net

SUMMARY: Appeal of the Planning Administrator’s decision approving a tentative partition plan to divide approximately 0.35 acres into two parcels, with Parcel 1 consisting of 9,130 square feet and Parcel 2 consisting of 5,299 square feet.

REQUEST: Appeal of the Planning Administrator’s decision approving a tentative partition plan to divide approximately 0.35 acres into two parcels, with Parcel 1 consisting of 9,130 square feet and Parcel 2 consisting of 5,299 square feet. The subject property is approximately 0.35 acres in size, zoned RS (Single Family Residential), and located at 4204 Kurth Street S (Marion County Assessors Map and Tax Lot number 083W09BB / 10900).

Case Manager, Olivia Dias, entered the presentation, staff report, comments, and all attachments into the record and proceeded with the presentation.

Recommended Action: Based on the facts and findings presented above, and included within the November 19, 2020 decision, staff recommends the Planning Commission **MODIFY** the Planning Administrator’s decision and:

APPROVE the tentative partition plan subject to the applicable standards of the Salem Revised Code, the findings contained herein, and the conditions of approval listed below, which must be completed prior to final plat approval, unless otherwise indicated:

- Condition 1:** Prior to final plat approval, the applicant shall remove the existing shed on Parcel 2.
- Condition 2:** Connect the existing dwelling on Parcel 1 to a new sewer service as shown on the proposed utility plan.
- Condition 3:** Provide private sewer easement for new sewer service located on Parcel 2 to serve Parcel 1.
- Condition 4:** Obtain permits for installation of water services to serve Parcel 2.
- Condition 5:** Convey land for dedication of right-of-way along the entire frontage of Kurth Street S to equal 30 feet from centerline, including a 25-foot radius at the intersection with Warren Street S.

- Condition 6:** ~~Obtain an improvement agreement or construct a minimum of 17-foot wide half street improvement along the frontage of Kurth Street S to Collector street standards.~~ Obtain an improvement agreement for, or construct street trees to the maximum extent feasible along the entire frontage of Kurth Street S and a curb ramp along the west side of Kurth Street S opposite the property line sidewalk being constructed under Condition 7.
- Condition 7:** ~~Obtain an improvement agreement or construct a minimum of 15-foot wide half street improvement along the frontage of Warren Street S to Local street standards.~~ Obtain an improvement agreement for, or construct a 5-foot-wide property line sidewalk and street trees along the frontage of Warren Street S.
- Condition 8:** Dedicate a 10-foot public utility easement (PUE) along the entire frontage of Kurth Street S and Warren Street S.
- Condition 9:** Design stormwater systems to serve all proposed parcels in compliance with PWDS. The stormwater systems shall be tentatively designed to accommodate future impervious surfaces of Parcel 2.
- Condition 10:** Provide additional public sewer easement on Parcel 2 where needed to equal a minimum of 10 feet between the west easement line and the center of the existing public sewer main.
- Condition 11:** Construct stormwater facilities that are proposed in the right-of-way.

Questions or Comments for Staff by Commissioners: Commissioners Slater, Griggs

Testifying Parties:

Applicant:

- Mark Grenz, Multi-Tech Engineering Services Inc., 1155 SE 13th Street, Salem OR 97302

Questions or Comments for Applicant by Commissioners: None

Neighborhood Association(s):

- William Davis, Sunnyslope Neighborhood Association Representative, 1485 Mitzur St S, Salem OR 97302

Questions or Comments by Commissioners: Commissioner Schweickart

Support:

None

Neutral:

None

Opposed:

None

Additional Questions or Comments for Staff by Commissioners: Commissioners Schweickart, Slater

Rebuttal by Applicant:

- Mark Grenz, Multi-Tech Engineering Services Inc., 1155 SE 13th Street, Salem OR 97302

Additional Questions or Comments for Applicant by Commissioners: Commissioner Schweickart

At this time, Commissioner Kopcho arrived at 6:07 P.M.

Additional Questions or Comments for Staff by Commissioners: Commissioner Schweickart

Rebuttal by Applicant:

- Mark Grenz, Multi-Tech Engineering Services Inc., 1155 SE 13th Street, Salem OR 97302

Additional Questions or Comments for Applicant by Commissioners: None

With no further questions, Commissioner Griggs closed the public hearing at 6:14 P.M.

Motion: Move to approve the staff recommendation modifying the Planning Administrators original conditions as follows:

- Condition 1:** Prior to final plat approval, the applicant shall remove the existing shed on Parcel 2.
- Condition 2:** Connect the existing dwelling on Parcel 1 to a new sewer service as shown on the proposed utility plan.
- Condition 3:** Provide private sewer easement for new sewer service located on Parcel 2 to serve Parcel 1.
- Condition 4:** Obtain permits for installation of water services to serve Parcel 2.
- Condition 5:** Convey land for dedication of right-of-way along the entire frontage of Kurth Street S to equal 30 feet from centerline, including a 25-foot radius at the intersection with Warren Street S.
- Condition 6:** ~~Obtain an improvement agreement or construct a minimum of 17-foot wide half street improvement along the frontage of Kurth Street S to Collector street standards.~~ Obtain an improvement agreement for, or construct street trees to the maximum extent feasible along the entire frontage of Kurth Street S and a curb ramp along the west side of Kurth Street S opposite the property line sidewalk being constructed under Condition 7.
- Condition 7:** ~~Obtain an improvement agreement or construct a minimum of 15-foot wide half street improvement along the frontage of Warren Street S to Local street standards.~~ Obtain an improvement agreement for, or construct a 5-foot-wide property line sidewalk and street trees along the frontage of Warren Street S.

- Condition 8:** Dedicate a 10-foot public utility easement (PUE) along the entire frontage of Kurth Street S and Warren Street S.
- Condition 9:** Design stormwater systems to serve all proposed parcels in compliance with PWDS. The stormwater systems shall be tentatively designed to accommodate future impervious surfaces of Parcel 2.
- Condition 10:** Provide additional public sewer easement on Parcel 2 where needed to equal a minimum of 10 feet between the west easement line and the center of the existing public sewer main.
- Condition 11:** Construct stormwater facilities that are proposed in the right-of-way.

Motion by: Commissioner McKinley

Seconded by: Commissioner Kopcho

Comments on the motion by Commissioners: Commissioners Schweickart, Slater

Vote:

Aye: Augustyn, Griggs, Heller, Kopcho, Levin, McKinley, Schweickart, Slater

Nay: 0

Abstentions: 0

Absent: 1 (Pollock)

Action: Moved to approve the staff recommendation modifying the Planning Administrators original conditions as follows:

- Condition 1:** Prior to final plat approval, the applicant shall remove the existing shed on Parcel 2.
- Condition 2:** Connect the existing dwelling on Parcel 1 to a new sewer service as shown on the proposed utility plan.
- Condition 3:** Provide private sewer easement for new sewer service located on Parcel 2 to serve Parcel 1.
- Condition 4:** Obtain permits for installation of water services to serve Parcel 2.
- Condition 5:** Convey land for dedication of right-of-way along the entire frontage of Kurth Street S to equal 30 feet from centerline, including a 25-foot radius at the intersection with Warren Street S.
- Condition 6:** ~~Obtain an improvement agreement or construct a minimum of 17-foot wide half street improvement along the frontage of Kurth Street S to Collector street standards.~~ Obtain an improvement agreement for, or construct street trees to the maximum extent feasible along the entire frontage of Kurth Street S and a curb ramp along the west side of Kurth Street S opposite the property line sidewalk being constructed under Condition 7.
- Condition 7:** ~~Obtain an improvement agreement or construct a minimum of 15-foot wide half street improvement along the frontage of Warren Street S to Local street standards.~~ Obtain an improvement agreement for, or construct a 5-foot-wide property line sidewalk and street trees along the frontage of Warren Street S.

- Condition 8:** Dedicate a 10-foot public utility easement (PUE) along the entire frontage of Kurth Street S and Warren Street S.
- Condition 9:** Design stormwater systems to serve all proposed parcels in compliance with PWDS. The stormwater systems shall be tentatively designed to accommodate future impervious surfaces of Parcel 2.
- Condition 10:** Provide additional public sewer easement on Parcel 2 where needed to equal a minimum of 10 feet between the west easement line and the center of the existing public sewer main.
- Condition 11:** Construct stormwater facilities that are proposed in the right-of-way.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Pollock)

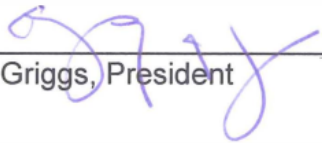
- 6. SPECIAL ORDERS OF BUSINESS:** None
- 7. INFORMATION REPORTS:** None
- 8. PUBLIC COMMENT (other than agenda items):** None
- 9. PLANNING ADMINISTRATOR’S REPORT:**
 - Eunice Kim, Long Range Planning Manager, will be at the February 9th Salem Planning Commission meeting to discuss Our Salem. The meeting will be information report style. Staff are wanting the Planning Commissions comments and feedback prior to going to Council in February. Council meeting will be only to accept that the Our Salem Vision is on the right path, nothing to be adopted.
 - Commissioner Kopcho asked if the Our Salem Vision includes the new Verdis Group greenhouse gas consumption base report, Ms. Anderson-Ogilvie answered that it is incorporated by committee, similar to Our Salem and the Climate Action plan, and being considered with decisions.
 - Commissioner Schweickart asked for a status update on the Climate Action Plan and Commissioner Kopcho said there will be an update at a February SPC meeting.
 - Commissioner Slater asked if there is a lot of policy discretion at this point in the Our Salem Plan, Ms. Anderson-Ogilvie answered that the Council will have to decision between a City that allows certain things, or a City that requires certain things, the Council will need to determine how aggressive they want to be about the plan.
 - Sign Code amendments are in progress
 - Bryce Bishop, Planner III, working on UDC amendments, working to combine House Bill 2001 amendments into the UDC amendments. Hoping to start coming to SPC in April with drafts.
 - Street Tree Code changes are delayed, Public Works to notify Ms. Anderson-Ogilvie when they have started.
 - Two new planner II’s have started, Kyle and Jamie

10. **COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER:** Commissioner McKinley mentioned 95 flag submissions for the flag project.

11. **ADJOURNMENT:**

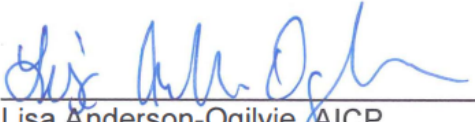
There being no further business for the record, the meeting was adjourned at 6:32 P.M.

SUBMITTED:



Chane Griggs, President

ATTESTED:



Lisa Anderson-Ogilvie, AICP
Deputy Community Development Director and
Planning Administrator