

**MINUTES**  
**FINAL SALEM PLANNING COMMISSION Reviewer: Augustyn**  
**December 7, 2021**

**COMMISSIONERS PRESENT**

Dan Augustyn  
Daisy Goebel  
Chane Griggs, President  
Casey Kopcho  
Ian Levin  
Brian McKinley, Vice-President  
Joshlene Pollock  
Michael Slater

**COMMISSIONERS ABSENT**

Lisa Heller, Excused

**STAFF PRESENT**

Lisa Anderson-Ogilvie, Deputy CD  
Director and Planning Administrator  
Pamela Cole, Planner II  
Thomas Cupani, Deputy City Attorney  
Shelby Guizar, Admin Analyst

**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 5:31 P.M.

**2. ROLL CALL**

Roll was taken and with quorum established, President Griggs proceeded with the meeting.

**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:**

President Griggs asked Commissioner Slater if he was able to review the November 16, 2021 meeting and if he is prepared to vote on the minutes. Commissioner Slater was not able to connect to audio before the vote on the minutes, President Griggs stated that we will mark Commissioner Slater as abstaining from the vote on the minutes.

4.1 Approval of Minutes

November 16, 2021 Minutes (Commissioner Kopcho)

*Recommended Action: Approve*

**Motion:** Move to approve the minutes.

**Motion by:** Commissioner Kopcho  
**Seconded by:** Commissioner Levin

**Discussion on Motion:** None

**Vote:** Aye: Augustyn, Goebel, Griggs, Kopcho, Levin, McKinley, Pollock  
Nay: 0  
Abstain: 1 (Slater)  
Absent: 1 (Heller)

**Action:** Moved to approve the minutes.

**VOTE:**

**Yes 7          No 0          Abstain 1 (Slater)          Absent 1 (Heller)**

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**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 Zone Change Case No. ZC21-03 for 3476 and 3480 Blossom Dr NE**; Ward 5 – Northgate Neighborhood Association; Pamela Cole, [PCole@cityofsalem.net](mailto:PCole@cityofsalem.net)

**SUMMARY:** A zone change to RM-II (Multiple Family Residential - II) for a portion of a property, concurrent with a proposed annexation.

**REQUEST:** A Zone Change from Marion County UT-5 (Urban Transition-5 Acres) to City of Salem RM-II (Multiple Family Residential-II) for the western area of a property that is designated Multi-Family Residential in the Salem Area Comprehensive Plan, zoned Marion County UT-5 (Urban Transition-5 Acres) and RM (Multiple Family Residential), and located at 3476/3480 Blossom Drive NE and Adjacent Lands 97305 (Marion County Assessor Map and Tax Lot 073W01A03300), concurrent with a petitioner-initiated, voter-exempt annexation of the entire property and withdrawal from the Keizer Fire District.

Case Manager, Pamela Cole, entered the staff report, attachments, and presentation into the record.

**Recommended Action:** Staff recommends that the Planning Commission adopt the facts and findings of the staff report and make the following recommendation to the City Council for the subject property consisting of approximately 3.5 acres of private property at 3476 and 3480 Blossom Drive NE 97305 (Marion County Assessor Map and Tax Lot 073W01A03300) and approximately 1,761 square feet of right-of-way in Blossom Drive NE:

That the zone change request from Marion County UT-5 (Urban Transition-5 Acres) to City of Salem RM-II (Multiple Family Residential II) be applied upon annexation of the property.

**Questions or Comments for Staff by Commissioners:** Commissioners Goebel, Griggs, Levin

Testifying Parties:

Applicant/ Representative:

- Brad Kilby, HHPR Inc., 205 SE Spokane St Suite 200, Portland OR 97202 and Chris Anderson, Clutch Industries, 360 Belmont St NE, Salem OR 97301

**Questions or Comments for Applicant by Commissioners: None**

Neighborhood Association(s):

- None

Support:

- None

Neutral:

- None

Opposed:

- None

Rebuttal by Applicant:

- None

**Additional Questions or Comments for Staff by Commissioners: None**

President Griggs asked the applicant if they wished to keep the record open or continue the hearing, applicant responded no.

With no further questions, President Griggs closed the public hearing at 5:53 p.m.

**Motion:** Move to adopt the staff recommendation.

**Motion by:** Commissioner McKinley  
**Seconded by:** Commissioner Pollock

**Discussion on Motion:** None

**Vote:**        *Aye:* Augustyn, Goebel, Griggs, Kopcho, Levin, McKinley, Pollock, Slater  
                  *Nay:* 0  
                  *Abstentions:* 0  
                  *Absent:* 1 (Heller)

**Action:** Moved to adopt the staff recommendation.

**VOTE:**

**Yes 8    No 0    Abstain 0    Absent 1 (Heller)**

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- SPECIAL ORDERS OF BUSINESS:** None
- INFORMATION REPORTS:** None
- PUBLIC COMMENT (other than agenda items):** None

**9. PLANNING ADMINISTRATOR'S REPORT:**

- Two items on December 21<sup>st</sup>, 2021; however, case no. CPC-ZC21-06 is being re-scheduled to the January 25, 2022 meeting date and unsure on case no. CPC-ZC21-04 for 2900 Block of Kuebler Blvd SE, we will know by Thursday of this week if we are continuing it again, if continued again, the December 21, 2021 meeting will be cancelled.
- UDC Amendments went to Council last night, the council has continued the hearing to next Monday with potential vote next Monday or request for amendments. Hot topics include tree preservation, parking requirements, property boundary verification process. Testimony will be allowed next Monday.
- City Manager, Steve Powers, has announced that he is retiring at the end of February 2022 with Kirstin Retherford, Urban Development Director, stepping in as interim.
  - Commissioner Levin asked if Ms. Retherford will be considered for City Manager and Ms. Anderson-Ogilvie answered that it has been indicated that she is not interested in that role.
- No updates or discussion on meetings continuing in person.
- Council is going to interview three people in January for Planning Commission.

**10. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER:** None.

**11. ADJOURNMENT:** There being no further business for the record, the meeting was adjourned at 6:00 p.m.

SUBMITTED:

  
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Chane Griggs, President

ATTESTED:

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