

**MINUTES**  
**FINAL SALEM PLANNING COMMISSION Reviewer: Goebel**  
**February 14, 2023**

**COMMISSIONERS PRESENT**

Dan Augustyn  
Ronald Eachus  
Daisy Goebel  
Chane Griggs, President  
Lisa Heller  
Ian Levin, Vice-President  
Michael Slater  
Robert Vieyra-Braendle

**COMMISSIONERS ABSENT**

Kaley Fought, Excused

**STAFF PRESENT**

Lisa Anderson-Ogilvie,  
Deputy CD Director and  
Planning Administrator  
Robert Chandler, Assistant PW  
Director  
Laurel Christian, PW Planner II  
Thomas Cupani, Assistant City  
Attorney  
Shelby Guizar, Admin Analyst  
Eunice Kim, Long Range Planning  
Manager  
Julie Warncke, Transportation  
Planning Manager

**Note: This is the first Planning Commission hearing back in-person at City Hall in Council Chambers.**

**1. CALL TO ORDER**

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

**1.1 Elections:** President Griggs requested a motion for elections.

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

**Motion by:** Commissioner Slater  
**Seconded by:** Commissioner Heller

**Discussion on the Motion:** None

**Vote:** Aye: Augustyn, Eachus, Goebel, Griggs, Heller, Levin, Slater, Vieyra-Braendle (8)  
Nay: 0  
Absent: Fought (1)  
Abstentions: 0

**Action:** Motion passes

**VOTE:**

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

**Motion:** Move to elect Commissioner Ian Levin as Vice-President.

**Motion by:** Commissioner Heller  
**Seconded by:** Commissioner Augustyn

**Discussion on the Motion:** None

**Vote:** Aye: Augustyn, Eachus, Goebel, Griggs, Heller, Levin, Slater, Vieyra-Braendle (8)  
Nay: 0  
Absent: Fought (1)  
Abstentions: 0

**Action:** Motion passes

**VOTE:**

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

**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:**

**4.1 Approval of Minutes:** November 15, 2022 Minutes (Commissioner Eachus)  
*Recommended Action: Approve*

President Griggs asked Commissioner Augustyn if he was able to review the meeting he missed on November 15, 2022. Commissioner Augustyn stated that he did not watch the meeting and is abstaining from the vote.

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

**Motion by:** Commissioner Eachus  
**Seconded by:** Commissioner Levin

**Discussion on the Motion:** None

**Vote:** Aye: Eachus, Goebel, Griggs, Heller, Levin, Slater, Vieyra-Braendle (7)  
Nay: 0  
Absent: Fought (1)  
Abstentions: Augustyn (1)

**Action:** Motion passes

**VOTE:**

**Yes 7      No 0      Absent 1(Fought)   Abstain 1(Augustyn)**

**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.**

**5.1**   ***Continued Hearing*** Public Works Code Amendment Case No. CA22-04 for Proposed Amendments to SRC Chapters 77, 78, 200, and 803; Laurel Christian, [LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)

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

**SUMMARY:** Proposed amendments the Salem Revised Code (SRC) updating Chapters 77 (Permits and Street Improvements), 78 (Sidewalks), 200 (Urban Growth Management), and 803 (Streets and Right-of-Way Improvements) to address issues that have arisen based on experience with the code and based on feedback received from stakeholders involved in development projects and mitigating transportation impacts.

Case Manager, Laurel Christian, entered the two supplemental staff reports into the record.

**Recommended Action:** Adopt the facts and findings of this staff report and recommend that the City Council accept first reading of an ordinance bill to amend SRC Chapters 77, 78, 200, and 803.

**Questions or Comments for Staff by Commissioners:** Commissioners Eachus, Slater, Griggs, Goebel, Heller

Testifying Parties: None

With no further questions, and no request to continue the hearing or leave the record open, President Griggs closed the public hearing at 6:17 p.m.

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

**Motion by:** Commissioner Levin

**Seconded by:** Commissioner Heller

**Discussion on Motion:** Commissioners Slater, Griggs, Goebel, Levin, Eachus, Vieyra-Braendle, Heller

**Vote:** Aye: Eachus, Goebel, Griggs, Heller, Levin, Vieyra-Braendle (6)  
Nay: Slater (1)  
Absent: Fought (1)  
Abstentions: Augustyn (1)

**Action:** Motion passes

**VOTE:**

**Yes 6 No 1(Slater) Absent 1(Fought) Abstain 1(Augustyn)**

\*\*\*\*\*

**6. SPECIAL ORDERS OF BUSINESS:**

- 6.1** Overview of Climate-Friendly and Equitable Communities Implementation; Eunice Kim, Long Range Planning Manager ([Ekim@cityofsalem.net](mailto:Ekim@cityofsalem.net)) , and Julie Warncke, Transportation Planning Manager ([Jwarncke@cityofsalem.net](mailto:Jwarncke@cityofsalem.net))

Eunice Kim and Julie Warncke provided an overview of the implementation of climate-friendly and equitable communities.

**Questions or Comments for Staff by Commissioners:** Commissioners Eachus, Slater, Goebel

**7. INFORMATION REPORTS:**

- 7.1** 2022 Planning Commission Annual Report; Lisa Anderson-Ogilvie, Deputy Community Development Director and Planning Administrator ([Lmanderson@cityofsalem.net](mailto:Lmanderson@cityofsalem.net))

President Griggs and Ms. Anderson-Ogilvie talked about the annual report at Council on Monday the 13<sup>th</sup>.

**Questions or Comments for Staff by Commissioners:** Commissioner Slater

**8. PUBLIC COMMENT (other than agenda items):**

Chris (no last name provided), Morningside area: Supports walkable neighbors and wants the Commission to do more to support them.

**Questions or Comments from Commissioners:** Commissioners Griggs, Eachus

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

- Short-term rentals at the Council meeting; Councilor Nishioka made a motion requesting staff research how short-term rentals are working in Salem and what other cities allow and bring information back to council so they can determine if they want to move forward with changing the rules.
- Sign Code Amendment should be coming back to the Planning Commission for hearing in April.
- There is a hearing on February 28<sup>th</sup> for a Comprehensive Plan Change and Zone Change case, and the resolution for the Sign Code Amendment.

- Commissioner Slater asked about the street tree code amendment that Public Works is working on.
  - Laurel Christian, Public Works Planner II, answered that staff took the proposed draft of amendments to the Salem Parks and Rec Advisory Board (SPRAB) for review and staff are still working out how to incorporate the changes into the Planning Code so street trees can be looked at earlier in the land use process. The draft changes will go back to SPRAB before going to City Council for review.
- Commissioner Griggs brought up that council was talking about liaisons for boards and commissions, asked if the Planning Commission will be appointed a liaison
  - Ms. Anderson-Ogilvie answered she is unsure if the Planning Commission will get a liaison. Knows that Mayor Hoy wants to look into all of the boards and commissions at the City to determine if they are accomplishing what they were created for, so there could be potential changes, just not sure at this point what the changes could be.
- Commissioner Slater asked about the organizational changes happening.
  - Keith Stahley, new City Manager, has created two deputy City manager positions. Krishna Namburi was promoted to one, and City is recruiting for the second. A new department will be created and ran by the second deputy city manager and the new department will include the library and other community-oriented things. Norman Wright's vacant position was used for the funding of the second deputy city manager.
  - Community Development and Urban Development have merged with Kristin Retherford as the director.

**10. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER:**

- Commissioner Goebel has announced she is expecting and will not be at the April and May planning commission meetings.
- Commissioner Eachus mentioned the State of the City meeting on Wednesday March 22<sup>nd</sup> at the Salem Convention Center.
- Commissioner Slater mentioned a workshop he took part in with the US Department of Energy and recognized that in order to meet these renewable energy goals, we need to start thinking of parking lots, roofs, structures as renewable energy opportunities. Would like to continue that discussion later with the commission and other City staff.

**11. ADJOURNMENT:**

There being no further business for the record, the meeting was adjourned at 7:19 P.M.

SUBMITTED:

  
 \_\_\_\_\_  
 Chane Griggs, President

ATTESTED:

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