

**MINUTES**  
**FINAL SALEM PLANNING COMMISSION Reviewer: Augustyn**  
**April 18, 2023**

**COMMISSIONERS PRESENT**

Dan Augustyn  
Ronald Eachus  
Kaley Fought  
Chane Griggs, President  
Lisa Heller  
Michael Slater

**COMMISSIONERS ABSENT**

Daisy Goebel, Excused  
Ian Levin, Unexcused  
Robert Vieyra-Braendle,  
Excused

**STAFF PRESENT**

Lisa Anderson-Ogilvie,  
Deputy CD Director and  
Planning Administrator  
Shelby Guizar, Admin Analyst  
Fred Wilson, Assistant City  
Attorney

**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 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:**

President Griggs asked Commissioner Augustyn if he was able to review the meetings he missed on March 21, 2023 and April 4, 2023. Commissioner Augustyn stated that he did not watch the meeting and is abstaining from the vote.

**4.1.a:** March 21, 2023 Minutes (Commissioner Slater)  
*Recommended Action: Approve*

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

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

**Discussion on the Motion:** None

**Vote:** Aye: Eachus, Fought, Griggs, Heller, Slater (5)  
Nay: 0  
Absent: Goebel, Levin, Vieyra-Braendle (3)  
Abstentions: Augustyn (1)

**Action:** Motion passes

**4.1.b:** April 4, 2023 Minutes (Commissioner Slater)  
*Recommended Action: Approve*

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

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

**Discussion on the Motion:** None

**Vote:** Aye: Eachus, Fought, Griggs, Heller, Slater (5)  
Nay: 0  
Absent: Goebel, Levin, Vieyra-Braendle (3)  
Abstentions: Augustyn (1)

**Action:** Motion passes

**4.2** Resolutions: None

**4.3** Action Items: None

**5. PUBLIC HEARINGS:** None

**6. SPECIAL ORDERS OF BUSINESS:**

**6.1** Work Session: Planning Commission Roles and Responsibilities

Commissioners discussed different topics and goals that they can discuss and work on as the Planning Commission this year.

**Questions or Comments by Commissioners:** Commissioners Eachus, Griggs, Fought, Slater, Heller, Augustyn

**Priorities:** Solar, renewable energy resources, wetland and stream protection and preservation, encourage higher standard of design to create equitable communities.

The Commission agreed to create three subcommittees, one each to focus on the priority topics and Commissioner leads were named: Commissioner Fought will take on design standards, Slater to work on Solar, Heller to work on Wetlands. Commissioners that are interested in being on a subcommittee should email Lisa Anderson-Ogilvie. The subcommittees will not be staffed, will work on topics related to the Commission's priorities, will have four or less members, so as not to trigger quorum, and can bring

items, presentations, and information to any agenda, as long as they provide staff the information in time to send out the agenda. The Commission also agreed that any projects or code amendments that are recommended by a subcommittee, will be addressed within staff capacity and other long-range projects that are already on the work plan.

**6.2 Amendment to Salem Revised Code Chapter 6 – Salem Planning Commission:**  
Remove language requiring the Planning Commission to meet at least once a month.

President Griggs withdrew her motion to remove the language requiring the Planning Commission to meet at least once a week. Requests that when Staff knows no public hearing has been scheduled, that a potential cancellation email gets sent to the entire Commission so there is an opportunity for a commissioner to add something to the agenda prior to cancelling.

**7. INFORMATION REPORTS:** None

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

- Sign Code Amendment scheduled to come before the Planning Commission on May 16, 2023.
- Eunice Kim and Linda Anderson-Ogilvie doing a tour downtown for the Land Conservation and Development Commission (LCDC) on Friday April 21, 2023.
- Public Archeology Dig Day at the Willamette Heritage Center from 10 a.m. – 2 p.m. on April 22, 2023, open to the public.

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

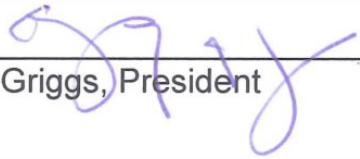
- Peace Plaza planting happening on April 22, 2023, Commissioner friends and family are welcome to join.
- Commissioner Slater asked about the Truitt Development
  - Ms. Anderson-Ogilvie answered that the development group has been meeting with the city staff to discuss ideas for development, proposing phased development, retail, live-work units, and some apartments. Also proposing to keep two of the existing buildings, one over the river and another. It is a tough site to develop so there have been many meetings with many groups, no applications have been submitted yet.
- The old Rite Aid location downtown is turning into a dollar store.
- Commissioner Eachus mentioned that the Salem City Club is having a program on things going on downtown.
- At the May 16<sup>th</sup> Planning Commission meeting there will be a presentation from the developers of Mahonia Crossing.
- Commissioner Slater mentioned he is working with a landscape architecture class with the University of Oregon and looking at certain sites in Salem and doing design studies for possible renewable energy infrastructure, also mentioned working with Commissioner Fought on design standards for renewable energy infrastructure.

**10. PUBLIC COMMENT (other than agenda items):** None


**11. ADJOURNMENT:**

There being no further business for the record, the meeting was adjourned at 6:56 P.M.

SUBMITTED:

  
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Chane Griggs, President

ATTESTED:

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