

## MINUTES

DRAFT

SALEM PLANNING COMMISSION  
October 17, 2023

Reviewer: Heller

### COMMISSIONERS PRESENT

Kaley Fought  
Daisy Goebel  
Chane Griggs, President  
Lisa Heller  
Ian Levin, Vice President  
Robert Vieyra-Braendle

### COMMISSIONERS ABSENT

Dan Augustyn, Excused  
Michael Slater, Unexcused

### STAFF PRESENT

Lisa Anderson-Ogilvie,  
Deputy CD Director and  
Planning Administrator  
Jennifer Biberston, 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.

- Commissioner Ron Eachus passed away while on vacation. Commissioner Griggs took a moment to talk about Commissioner Eachus' life and work. He will be missed.

#### 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.

#### 4. CONSENT CALENDAR:

Commissioner Goebel stated into the record that she will be abstaining from voting on the minutes from the September 19, 2023 meeting, since she was absent.

##### 4.1 Approval of Minutes: September 19, 2023 Minutes (Commissioner Heller) *Recommended Action: Approve*

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

**Motion by:** Commissioner Heller  
**Seconded by:** Commissioner Levin

**Discussion on the Motion:** None

**Vote:** Aye: Fought, Griggs, Heller, Levin, Vieyra-Braendle (6)  
Nay: (0)  
Absent: Augustyn, Slater (2)  
Abstentions: Goebel

**Action:** Motion passes.

**4.2 Resolutions:** None

**4.3 Action Items:** None

**5. PUBLIC HEARINGS:** None

**6. SPECIAL ORDERS OF BUSINESS:**

**6.1 Staff presentation on overview of commissioners' roles and responsibilities:** Lisa Anderson-Ogilvie presented on roles and responsibilities on the commission.

**6.2 Staff Presentation on Oregon public meetings law and parliamentary procedures.** Fred Wilson presented to the Commission.

**Questions or Comments from Commissioners:** None.

**7. INFORMATION REPORTS:** None

**8. SUBCOMMITTEE REPORTS:**

**9. PLANNING ADMINISTRATOR'S REPORT**

- Volunteer recognition event happened on October 16, 2023; President Griggs received an award.
- Commissioner Zimmerman from HLC also received an award.
- No items yet for the November 7 meeting. Ms. Biberston will send out an email letting commissioners know whether it is cancelled a week beforehand.
- Commissioners Griggs and Levin are out of office at end of December.
- Ms. Anderson-Ogilvie asked the commission to keep in mind people they want to fill the vacant seats.

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

- Commissioner Levin mentioned that Commissioner Eachus passing while in Bhutan was a respectful way to go.

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

- A participant sat in the audience, and said he wanted to be involved.

**12. ADJOURNMENT:**

There being no further business for the record, the meeting was adjourned at 6:18 P.M.

SUBMITTED:

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Chane Griggs, President

ATTESTED:

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

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