



**KEIZER PLANNING COMMISSION MEETING AGENDA**  
**Wednesday, October 9, 2019 @ 6:00 p.m.**  
**Keizer Civic Center Council Chambers**

- 1. CALL TO ORDER**
- 2. SWEARING IN OF COMMISSIONERS GRENZ AND HOSTLER**
- 3. ELECTION OF CHAIR AND VICE CHAIR**
- 4. APPROVAL OF MINUTES – September 2019**
- 5. APPEARANCE OF INTERESTED CITIZENS**  
*This time is made available for those who wish to speak about an issue that is not on the agenda.*
- 6. DISCUSSION (Continued from 9/11/19): Results of the Buildable Lands Inventory and Housing Needs Analysis**
- 7. NEW-OLD BUSINESS/STAFF REPORT**
- 8. COUNCIL LIAISON REPORT**
- 9. COUNCIL REPRESENTATIVE: Frank Hostler, Monday, October 14 (Possible Alternate?)**
- 10. ADJOURN**

*Next Meeting ~ November 13, 2019*

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**KEIZER PLANNING COMMISSION  
MEETING MINUTES  
Wednesday, September 11, 2019 @ 6:00 pm  
Keizer Civic Center**

**CALL TO ORDER**

Chair Garry Whalen called the meeting to order at 6:00 pm.

**ROLL CALL:**

**Present:**

Garry Whalen, Chair  
Crystal Wilson, Vice Chair  
Mark Caillier  
Kyle Juran  
Michael DeBlasi  
Matt Lawyer  
Jeffrey Watson

**Council Liaison Present:**

Councilor Freeman

**Staff Present:**

Shane Witham, Senior Planner  
Nate Brown, Community Development Director  
Shannon Johnson, City Attorney

**APPROVAL OF MINUTES:** Commissioner DeBlasi moved for approval of the August 2019 Minutes. Commissioner Lawyer seconded. Motion passed as follows: DeBlasi, Caillier, Watson, Wilson and Lawyer in favor with Whalen and Juran abstaining.

**APPEARANCE OF INTERESTED CITIZENS:** None

**DISCUSSION: Results of the Buildable Lands Inventory and Housing Needs Analysis**

Community Development Director Nate Brown provided background information regarding the funding for the study noting that the consultant was highly regarded throughout the industry. He explained that the analysis indicates that there is a deficit in all categories of housing supply in the Keizer portion of the shared Urban Growth Boundary and for that reason Keizer cannot adopt this report. It can be 'accepted' but the City must come up with a plan to address the deficits. Staff will be working with Council on this. It is important to the future of Keizer to address the housing supply deficits. He added that tonight the summary of the technical analysis would be presented and the Commission would be asked to provide input as to what strategies should be pursued.

Senior Planner Shane Witham provided additional details regarding housing needs and the population growth predictions noting that Keizer has shared the population growth prediction with Salem (taking a percentage of the prediction) but that in 2021 the City will get a prediction specific to Keizer and may need to revisit some other assumptions at that time.

He urged Commissioners to look at the assumptions in the report and asked them to look at the action items and provide direction to staff on those. He noted that Strategy 1 would be addressed last. Discussion and direction follows:

Strategy 1: Provide an adequate and available supply of land for residential use.

*Action 1.2. Evaluate opportunities to increase allowable residential densities.*

It was noted that this simply increases the density potential, it will not be a complete remedy and property owners will still be in charge of what they do with their property. Discussion followed regarding efficiency measures, the State mandate to provide for growth, planning, options and constraints, legislation, affordable housing concerns, the effect of HB2001 on this plan, available land, and the boundaries/determination/management of floodplains. Commissioner Juran noted that citizens seem to want to keep Keizer the same and increasing density will change Keizer. He therefore prefers expanding the UGB to increasing density within the current UGB. All other commissioners indicated that they were in favor of greater density.

Strategy 2: Encourage a broader mix of housing types

*Action 2.1. Encourage duplexes, cottage housing, townhomes, row houses, and tri- and quad-plexes in lower density residential zones.* Discussion took place regarding the possibility of Keizer being a pilot program for adopting a greater diversity of housing. All commissioners indicated that they were in favor of a greater diversity and mix of housing using whatever tools necessary.

*Action 2.2. Develop tiny home standards.* Discussion took place regarding the different standards, the fact that these are on wheels, and the changes that would need to be made in the Development Code. All commissioners indicated that they were in favor of developing tiny home standards.

Strategy 3: Identify strategies to support affordable housing.

*Action 3.1. Evaluate reduced parking requirements.* Staff noted that they are proposing some reductions in the River/Cherry Overlay project. Commissioner Wilson noted that Keizer is a city of commuters so residents need to have their cars. Mr. Witham noted that perhaps one approach would be having an 'allowance' for parking rather than a mandate. All commissioners indicated that they were in favor of looking at reducing parking but wanted to look at how it will be addressed as a comprehensive picture.

*Action 3.2. Preserve existing supply of manufactured housing parks.* Staff pointed out that this would help with affordable housing, noting that there are state requirements but the City might want to add to them. All commissioners indicated that they supported this.

*Action 3.3. Continue to partner with the city of Salem in the administration of HOME and Community Development Block Grant funds and other local non-profits to develop and preserve affordable housing in Keizer.* Commissioners indicated they supported this.

Strategy 4: Evaluate funding tools to support residential development.

*Action 4.1. Evaluate creative system development charge financing opportunities.* Staff noted that possible waivers or reductions for certain housing types and/or implementation of finance credit programs could be on the list of the toolbox of possibilities. Commissioners indicated they supported this perhaps on a sliding scale depending on location.

*Action 4.2. Evaluate creation of an Urban Renewal District.* Staff explained that this might be a method on how to utilize or reinvest funds into an area for government subsidized affordable housing but noted that currently Keizer does not have an Urban Renewal District. This option would be something to consider in the future. Commissioners indicated they supported this.

*Action 4.3. Evaluate imposing a Construction Excise Tax.* Staff noted that this would be on a two-year timeline and that the State has some rules already in place that would have to be evaluated along with the history of projects in the city. If it could bring in enough money, it might be worthwhile. Councilor Freeman shared her expertise regarding this possibility, providing detailed information of how it works in other cities. Commissioners indicated that they supported evaluating imposing a Construction Excise Tax subject to further study.

*Action 4.4. Evaluate Implementation of a Local Improvement District program.* Staff explained that implementation of an LID would be contingent on a UGB expansion. Commissioners indicated that they supported evaluating implementation of a Local Improvement District program.

*Action 4.5. Consider partnerships to pursue grants or loans.* Commissioner Lawyer urged that caution be taken when applying for grants because sometimes resources were not available to comply with grant requirements. Commissioners indicated that they supported consideration of partnerships to pursue grants or loans.

Commissioners agreed by consensus to postpone consideration of Action 1.1. 'Evaluate need for and risks of an Urban Growth Boundary amendment' until the October meeting.

**NEW/OLD BUSINESS/STAFF REPORT:** Mr. Brown explained that the Revitalization Plan will go to Council on September 16. He urged Commissioners to read the Council Packet – specifically his staff report which addresses mid-block crossings and pedestrian safety. He has asked that if Council wants this, they direct staff to include a commitment or process to specifically identify pedestrian safety through study and evaluation without including specific locations for crosswalks. He also reported that an Intergovernmental Agreement with ODOT for an “Impacts of Growth on the Transportation System” Study had been signed and a Request for Proposals is being prepared.

**COUNCIL LIAISON REPORT:** Councilor Freeman invited everyone to the West Keizer Neighborhood Association meeting.

**COUNCIL REPRESENTATIVE:** Garry Whalen will report to Council.

**ADJOURN:** The meeting adjourned at 8:09 p.m.

***Next Meeting: October 9, 2019***

Minutes approved: \_\_\_\_\_