



CITY OF SALEM
Meeting Agenda
City Council

555 Liberty St SE
Salem, OR 97301

Monday, October 10, 2016

6:30 PM

Council Chambers

EXECUTIVE SESSION

None.

WORK SESSION

None.

1. OPENING EXERCISES: (Includes call to order, roll call, pledge of allegiance, announcements, proclamations, ceremonial presentations, and Council comment)

Call to Order

Roll Call

1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA

1.2 COUNCIL AND CITY MANAGER COMMENT

1.3 PROCLAMATIONS

1.4 PRESENTATIONS

2. PUBLIC COMMENT: (Comment on agenda items other than public hearings and deliberations)

3. CONSENT CALENDAR: (Includes approval of minutes, adoption of routine resolutions, and items of business requiring Council action)

3.1 MINUTES

3.1a. [16-277](#)

September 26, 2016 Council Work Session Minutes

Attachments: [9-26-16 Council Work Session Minutes](#)

3.1b. [16-298](#) September 26, 2016 Council Minutes

Attachments: [9-26-16 Council Minutes](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

3.3a. [16-197](#) Application for The Big Jump Project
Wards: 1, 2, 5
Councilors: Bennett, Andersen, Dickey
Neighborhoods: Highland, Grant, CANDO, SCAN

Recommendation: Authorize the City Manager to apply for The Big Jump Project and authorize the Mayor to sign a letter supporting the City's application.

Attachments: [Mayor Letter of Support \(Draft\)](#)

4. PUBLIC HEARINGS

4.a. [16-221](#) Proposed Fees and Charges for Utility Service Rates (Water, Wastewater, and Stormwater)

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods

Recommendation: Adopt Resolution No. 2016-46 with exhibit, establishing fees and charges for utility service rates (water, wastewater and stormwater) effective January 1, 2017, and January 1, 2018.

Attachments: [2016 Assumptions](#)

[Sample Bills.pdf](#)

[Resolution 2016-46](#)

[Resolution 2016-46 Exhibit](#)

[Written Testimony 1-42](#)

[Written Testimony 43-62](#)

[Written Testimony 63-67](#)

Add - Written Testimony

5. SPECIAL ORDERS OF BUSINESS: (Includes consideration of items deferred from the Consent Calendar and any action item which requires a selection among options, consideration of matters of special importance to the Council, and management reports; formal presentations by city boards, city commissions, city committees and by outside agencies providing services or engaged in other activities with the City)

6. INFORMATION REPORTS: (Items that require no Council action)

- 6.a. [16-281](#) Appeal WITHDRAWN for Planning Administrator's Decision - Partition-Adjustment No. PAR-ADJ16-05 - Approved - CP Development LLC (Craig & Kathleen Evans) - 2310 Barberry Street NW - Partition to divide a 1.05-acre property into 9 parcels approximately 13,000 - 17,500 square feet and an Adjustment increase the length of the access easement.

The appeal has been withdrawn. If not called up by the City Council this decision will be final.

Ward(s): 8
Councilor(s): Lewis
Neighborhood(s): West Salem

Recommendation: Information only.

Attachments: [Land Use Decision PAR-ADJ 16-05](#)

[Appeal Letter](#)

[Appeal Withdrawal Letters](#)

Revised - The appeal has been withdrawn. If not called up by the City Council this decision will be final.

- 6.b. [16-287](#) Update on the Sidewalk Rehabilitation Program
Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods

Recommendation: Information only.

Attachments: [Attachment 1: Critical ADA Routes](#)

[Attachment 2: Criteria for Identifying Priority Sidewalk Repairs](#)

[Attachment 3: Original Sidewalk Program Planned Phases](#)

- 6.c. [16-288](#) Planning Administrator's Decision - Urban Growth Area Preliminary

Declaration / Subdivision / Class 3 Site Plan Review / Class 2 Driveway Approach Permit / Class 2 Zoning Adjustment 16-01 - Approved - Jordan Sparks - 3311-3325 Marietta Street SE - A proposed integrated phased development to accommodate five new buildings, including headquarters, and research and development buildings for Open Dental Software (medical software development), medical office facilities, and a warehouse building.

Ward(s): 3
Councilor(s): Nanke
Neighborhood(s): SEMCA

Recommendation: Information Only.

Attachments: [Land Use Decision UGA-SUB-SPR-DAP-ADJ 16-01](#)

- 6.d.** [16-299](#) Hearings Officer Decision - Conditional Use - Site Plan Review Case No. CU-SPR16-09 - Approved - Michael Junge, Window Assembly Service - 3855 Cascadia Canyon Avenue SE - A request for a Conditional Use Permit and Site Plan Review to allow a vinyl window manufacturing use within an existing building.

Ward(s): 3
Councilor(s): Nanke
Neighborhood(s): Morningside

Recommendation: Information Only.

Attachments: [CU-SPR16-09 Decision.pdf](#)

- 6.e.** [16-297](#) Planning Administrator's Decision - Subdivision Time Extension SUB08-04EXT4 - Approved - Mark Shipman for Garret & Alice Berndt - 6617 Devon Avenue SE - A Class 2 Extension to extend the approval of Subdivision Case No. SUB08-04, a 38-lot subdivision approved in 2008.

Ward(s): 4
Councilor(s): McCoid
Neighborhood(s): South Gateway

Recommendation: Information Only.

Attachments: [Land Use Decision SUB08-04EXT4](#)

- 6.f.** [16-301](#) Action to be taken at Joint Hearing on October 12, 2016, Designating Salem City Mayor as Presiding Officer and Adopting Order and Procedures for Joint Meeting of the Salem City Council, Keizer Planning Commission, Keizer City Council, Marion County Board of Commissioners, Polk County Board of Commissioners, and Polk County Planning Commission

Recommendation: Information only

Attachments: [Procedures for Joint Meeting](#)

- 6.g. [16-289](#) Planning Administrator's Decision - Partition 16-02 - Approved - MRB Enterprises, Inc. - 990 Ratcliff Drive SE - A proposed partition to divide a lot at the southwest corner of Ratcliff Drive SE and Pheasant Avenue SE into three parcels for residential development.

Ward(s): 3
Councilor(s): Nanke
Neighborhood(s): Morningside

Recommendation: Information Only.

Attachments: [PAR16-02 Decision](#)

Add - Added Report

7. ORDINANCES

7.1 FIRST READING:

- 7.1a. [16-269](#) Ordinance Bill No. 14-16 making major comprehensive plan amendments pertaining to the Salem River Crossing Preferred Alternative.

Ward(s): 1, 5, and 8
Councilor(s): Bennett, Dickey, Lewis
Neighborhood(s): Highland and West Salem

Recommendation: Conduct first reading of Ordinance Bill No. 14-16 (Attachment 1), which makes major comprehensive plan amendments pertaining to the Salem River Crossing Preferred Alternative.

Attachments: [Ordinance Bill No. 14-16](#)

[Ordinance Bill No. 14-16, Exhibit 1](#)

[Ordinance Bill No. 14-16, Exhibits 2-6](#)

[Overview of Preferred Alternative](#)

[Salem River Crossing Preferred Alternative TSP Amendments](#)

[Proposed Addition to Salem Transportation System Plan Street System Element \(Excer](#)

[Proposed Urban Growth Boundary Amendment](#)

[City of Salem Proposed Comprehensive Plan Designations](#)

[Salem River Crossing Preferred Alternative within Greenway Overlay](#)

[Written Testimony 1 - MacKnight](#)

7.2 SECOND READING:

- 7.2a. [16-276](#) Proposed Comprehensive Plan Map Change - "Single Family

Residential" to "Parks, Open Space and Outdoor Recreation" for 4318 Lone Oak Road SE.

Ward(s): Ward 3

Councilor(s): Nanke

Neighborhood(s): Faye Wright

Recommendation:

Conduct second reading of Ordinance Bill No. 15-16 changing the Comprehensive Plan Map designation from "Single Family Residential" to "Parks, Open Space and Outdoor Recreation" for 4318 Lone Oak Road SE.

Attachments: [Vicinity Map](#)

[Planning Commission Recommendation](#)

[Planning Commission Zone Change Approval](#)

[Ordinance 15-16](#)

[Ordinance 15-16 Exhibit 1](#)

[Ordinance 15-16 Exhibit 2](#)

8. PUBLIC COMMENT: (Other than agenda items)

9. NEW BUSINESS

9.1 MAYOR'S ITEMS:

9.2 COUNCILOR'S ITEMS:

10. ADJOURNMENT

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the meeting. To request accommodations or services, please call 503-588-6255 or 503-588-6003 (TTD/TTY 503-588-6439), or by e-mail at: cityrecorder@cityofsaalem.net at least two business days in advance.

Si necesita ayuda para comprender esta información, por favor llame 503-588-6003.

UPCOMING PUBLIC HEARINGS, AND WORK SESSIONS

a. [16-296](#) PUBLIC HEARINGS

Wednesday, October 12 at 6:00 p.m.
Joint Public Hearing with the City of Keizer, Marion County, and Polk County Regarding Land Use Actions to Support Marine Drive and the Salem River Crossing Preferred Alternative ~ Location: Center 50+, 2615 Portland Rd NE, Salem

Monday, October 24 at 6:30 p.m.
Appeal of Planning Commission Decision - Class 3 Design Review / Class 2 Site Plan Review No. 16-03 - Pembroke LLC (David A. Montagne) - 152-172 Pembroke Street SE and 4752 Liberty Road S - Appeal of a Design Review and Site Plan Review decision to allow an 88-unit multi-family use on the subject property

WORK SESSIONS - Held in the Council Chambers unless otherwise noted

Monday, October 17 at 5:30 p.m.
Urban Renewal Agency Work Session - Downtown Focus Group Update

Monday, November 21 at 6:30 p.m.
Joint City Council/Urban Renewal Agency/SEDCOR - Economic Development Update

BUDGET COMMITTEE MEETINGS - Held in the Council Chambers unless otherwise noted

Wednesday, November 16 at 6:00 p.m.
Budget Committee Meeting

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor
NOLA - October 12 - Benjamin
WSNA - October 17 - Lewis, Bennett
NESCA - October 18 - Bennett, Andersen, Benjamin

SESNA - October 25 - Andersen
SWAN - November 3 - Bednarz
South Gateway - November 10 - McCoid

MEETING PROCEDURES

City Council meets on the second and fourth Mondays of each month at 6:30 p.m. All meetings are in the Council Chambers, Room 240, 555 Liberty St. SE.

The Mayor, who is the presiding officer, is elected at large for a term of two years. Councilors are elected for four-year terms for each of the City's eight Wards. These nine officers comprise the Council who make the policy decisions for municipal activity and pass its ordinances and regulations.

Because the Mayor and Councilors' positions are part-time, without pay, the Council appoints a City Manager who is responsible for the administration and execution of the City's policies and ordinances.

The City Council generally follows Robert's Rules of Order, but has adopted supplementary rules that may be found on the City's website at: www.cityofsaalem.net/Departments/Legal/Pages/CouncilRules.aspx.

THE CONSENT CALENDAR

The Consent Calendar allows the Council to save time by acting on everything listed on that part of the agenda with one motion instead of considering each item separately. If a City Councilor believes a matter on the Consent Calendar deserves further discussion, the Councilor can request that item be removed from the Consent Calendar and considered separately under "Special Orders of Business."

PUBLIC COMMENT

There are two times at every regular City Council meeting when the public has an opportunity to address the City Council. The first time is immediately prior to the Consent Calendar. This time is reserved for questions or statements regarding items appearing on the agenda, except public hearings and the merits of land use issues. The second time is at the end of the agenda. At this time, you can address the City Council on any matter of public concern, other than an agenda item. The Mayor will announce the time for public comment, and invite persons to address the City Council. Each person has three minutes to address the City Council. The time light on the podium will flash yellow when you have one minute left, and will turn red when your time has expired.

HOW TO GET YOUR COMMENTS INCLUDED AS PART OF THE AGENDA

Any written comments that you wish to be given to the City Council that are about an item on an agenda must be submitted to the City Recorder by 5:00 pm on the day of the City Council meeting when the item will be considered. If you have some matter that you wish to have the City Council consider in the future, you are encouraged to submit your suggestion in writing to the City Manager at 555 Liberty Street SE, Room 205, Salem, OR, or by e-mail to:

manager@cityofsalem.net.

PUBLIC HEARINGS

The City Council can hold public hearings to consider legislative, quasi-judicial or administrative matters. To testify at a hearing, you may sign up on the Hearing Roster located near the east entrance to the Council Chambers before the Mayor convenes the meeting. At the time for the hearing on the agenda, the Mayor will announce when the public hearing is open. If you have signed up to speak, come forward to the podium when the Mayor calls your name. State your name and either your address or the ward you live in. If you wish to receive notice of any written decision reached at the hearing, you must provide the City Recorder your address. When you have finished speaking, the Mayor will ask the Council if there are any questions for you, so please remain at the podium for a moment.

The time limit is 3 minutes per person for legislative and administrative hearings. The time limits for quasi-judicial hearings in non-land use cases are as follows:

1. Staff Presentation – 15 minutes
2. Affected Party – 15 minutes
3. Neighborhood Associations – 5 minutes
4. Other Interested Persons – 3 minutes per person
5. Rebuttal by Affected Party – 7 minutes

Time limits for quasi-judicial land use hearings are governed by Rule 19 of the Council Rules. Parties to land use cases are encouraged to review that rule as time limits vary depending on the nature of the hearing. Further information can be obtained by contacting the Planning Administrator at 503-588-6173 or email at: Imanderson@cityofsalem.net.

Timer lights are located on the podiums. A flashing yellow light means you have one minute left; a red light means your time has expired.

