



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, April 24, 2023

6:00 PM

**Hybrid Meeting / Council
Chambers**

This meeting is being conducted both in-person and remotely and allows remote attendance by the governing body, when requested. Interested persons may attend the meeting in Council Chambers or view the meeting in real-time on the City of Salem YouTube Channel, thanks to a partnership with CC:Media. Comcast Cable subscribers can watch on CC:Media Channel 21. Please submit comments on agenda items by 5:00 p.m., or earlier, on the day of the meeting at cityrecorder@cityofsalem.net. If attending the meeting remotely, public comment and testimony may be provided during the meeting via Zoom. Remote attendees must pre-register between 8:00 a.m. and 2:00 p.m. on the day of the meeting using this link <https://www.cityofsalem.net/comment-at-council>.

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

1.3 a. [23-166](#) International Firefighters' Day Proclamation

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Information Only.

Attachments: [International Firefighters' Day Proclamation 2023](#)

1.3 b. [23-168](#)

Asian/Pacific American Heritage Month Proclamation
Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods

Recommendation:

Information Only.

Attachments: [Asian Pacific American Heritage Month Proclamation](#)

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

3.1 a. [23-157](#) April 5, 2023 Draft City Council Work Session Minutes

Attachments: [4-5-2023 Draft Council Work Session Minutes.pdf](#)

3.1 b. [23-158](#) April 10, 2023 Draft City Council Minutes

Attachments: [4-10-23 Draft Council Minutes.pdf](#)

3.2 RESOLUTIONS

3.2 a. [23-135](#) Addition of Salem Municipal Airport fees to support commercial air service.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance; Strong and Diverse Economy.

Recommendation:

Adopt Resolution 2023-13 adding fees for the Salem Municipal Airport.

Summary:

During adoption of the Fiscal Year 2023 Fee Schedule, no fees related to commercial air service were included for the Salem Municipal Airport. Prior to beginning commercial air service, Airport staff will be required to process background checks for criminal history / security threat assessments and issue airport identification badges to meet regulatory requirements. Approval of this resolution will allow the Salem Municipal Airport to process the required documentation, issue badges and recoup associated costs.

Attachments: [Resolution No. 2023-13](#)
[Resolution No. 2023-13, Exhibit A](#)

3.3 ACTION ITEMS

- 3.3 a. [23-162](#) Extension of lease with the State of Oregon for property in West Salem containing a portion of Wallace Marine Park.

Ward(s): 1
Councilor(s): Stapleton
Neighborhood(s): West Salem Neighborhood Association
Result Area(s): Good Governance; Natural Environment
Stewardship; Welcoming and Livable Community..

SUMMARY:

Recommendation: Authorize the City Manager to execute the attached lease extension with the State of Oregon.

Summary: The City leases land from the State of Oregon through its Department of Transportation for land containing the portion of Wallace Marine Park beneath OR-22 and the Center and Marion Street bridges. The lease is set to expire on November 30, 2023, and needs to be extended.

Attachments: [Lease with State of Oregon](#)

4. PUBLIC HEARINGS**5. SPECIAL ORDERS OF BUSINESS: (Items deferred from the Consent Calendar; Mayor and Councilor Items; Items which require a selection among options; or of special importance to Council; management reports; presentations by City boards, commissions, committees, or outside agencies)**

5. a. [23-145](#) Center 50+ Advisory Commission 2022 Annual Report

Ward(s): All Wards
 Councilor(s): All Councilors
 Neighborhood(s): All Neighborhoods
 Result Area(s): Welcoming and Livable Community

Recommendation:

Information only.

Summary: The Center 50+ Advisory Commission 2022 Annual Report (Attachment 1) highlights activities, programs, services, and large volunteer efforts offered at Center 50+.

ISSUE:

Receive the Center 50+ Advisory Commission 2022 Annual Report.

RECOMMENDATION:

Information only.

Attachments: [Salem Center 50+ Advisory Commission 2022 Annual Report](#)
[Age Friendly Salem Action Plan 2023](#)
[Age Friendly Salem Assessment Report 2018](#)

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

6. a. [23-147](#) Hearings Officer Decision - To allow a car dealership in the Mixed-Use III Zone - Approved.

Conditional Use / Class 3 Site Plan Review Case No. CU-SPR23-03 - Mary Hawkins, John D Hawkins, and Joseph Fox - 1717 Freeway Ct NE.

Ward(s): 6
 Councilor(s): Hoy
 Neighborhood(s): NOLA

Recommendation:

Information Only.

Attachments: [Land Use Decision CU-SPR23-03](#)

6. b. [23-150](#) Planning Commission Decision - Proposed 396-unit multiple family residential development with associated off-street parking, common open space, and site improvements. - Approved.

Minor Comprehensive Plan Map Amendment / Zone Change /
 Conditional Use Permit / Urban Growth Preliminary Declaration /

Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit / Class 1 Design Review Case No. CPC-ZC-CU-UGA-SPR-ADJ-DAP-DR23-01 - Multi-Tech Engineering, on behalf of Kevin Harrison, KCH Enterprises LLC - 1851 Cordon Rd SE.

Ward(s): 2
 Councilor(s): Nishioka
 Neighborhood(s): SEMCA

Recommendation:

Information Only.

Attachments: [Land Use Decision CPC-ZC-CU-UGA-SPR-ADJ-DAP-DR23-01](#)

6. c. [23-153](#) Economic development quarterly report.

Ward(s): All Wards
 Councilor(s): All Councilors
 Neighborhood(s): All Neighborhoods
 Result Area(s): All Areas (Good Governance; Natural Environment Stewardship; Safe Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community)

Recommendation:

Information only.

Summary:

City Council requested economic development reports from the Urban Development Department. This report includes activity for quarter one of calendar year 2023.

6. d. [23-155](#) Planning Administrator Decision - Tentative Subdivision of 25 lots for Toney Estates. - Approved.

Subdivision / Class 2 Adjustment / Class 2 Driveway Approach Permit Case No. SUB-ADJ-DAP23-04 - Multi-Tech Engineering, on behalf of Empire Builders of Oregon LLC (James Helton) - 1200-1300 Block of Mildred Lane SE.

Ward(s): 4
 Councilor(s): Gwyn
 Neighborhood(s): SGNA

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB-ADJ-DAP23-04](#)

6. e. [23-160](#) Planning administrator Decision - A 24-lot residential subdivision - Approved.

Subdivision Tentative Plan / Urban Growth Preliminary Declaration
Case No. SUB-UGA23-03 - DevNW - 5045 Macleay Rd SE

Ward(s): 2
Councilor(s): Nishioka
Neighborhood(s): SEMCA

Recommendation:

Information Only.

Attachments: [Land Use Decision SUB-UGA23-03](#)

6. f. [23-161](#) Summary of recent activity and progress on 2022 voter-approved Safety and Livability Bond measure.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation:

Information only.

Summary:

The City has established an oversight committee for the spending and projects to be funded with the voter-approved Safety and Livability Bond measure. The first of three bond sales has occurred and several critical infrastructure projects are underway including acquisition of fire trucks and equipment, paving two parking lots at Minto Brown Island Park, and initial conversations about potential priorities for future investment in sidewalks, safer pedestrian crossings, and mixed use paths and trails.

7. ORDINANCES

7.1 FIRST READING:

7.2 SECOND READING:

- 7.2 a. [23-154](#) Proposed Code Amendment to Eliminate Minimum Parking Requirements Citywide.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Natural Environment Stewardship; Safe Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse

Economy; Welcoming and Livable Community

Recommendation:

Pass Ordinance 4-23 for the purpose of amending the Unified Development Code to eliminate minimum off-street parking requirements citywide in response to new State rules.

Summary:

The proposed code amendment updates the Unified Development Code (UDC) to eliminate minimum off-street parking requirements citywide in response to new State Climate-Friendly and Equitable Communities rules.

Attachments: [Ordinance Bill No. 4-23](#)

[Exhibit A to Ordinance Bill No. 4-23 Code Amendment](#)

[Exhibit B to Ordinance Bill No. 4-23 Findings](#)

[Parking Reform Overview](#)

[Attachment 3 Public Comments through April 10 2023.pdf](#)

[Additional Public Comments.pdf](#)

Add - Written Testimony.

8. PUBLIC COMMENT: (Other than agenda items)

9. 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@cityofsalem.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. [23-156](#) Unless otherwise noted, all meetings, public hearings, and work sessions will be conducted in Council Chambers, located at City Hall, 555 Liberty Street SE, Room 240, with the option for remote attendance. Please see the meeting agenda header for more details on remote attendance. The meetings are also available to watch in real-time online at CC:Media YouTube Channel, as well as Comcast Cable CC:Media Channel 21.

CITY COUNCIL PUBLIC HEARINGS:

Annexation of Territory located at the 4800 Block of Macleay Road and Land Adjacent (Annexation Case No. C-754)
Monday, June 12, 2023 at 6:00 p.m.

FY 2024 Recommended Budget
Monday, June 12, 2023 at 6:00 p.m.

State Revenue Sharing
Monday, June 12, 2023 at 6:00 p.m.

Repealing Overlay Zones on Commercial Street SE (Ordinance Bill No. 5-23)
Monday, June 26, 2023 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS:

URBAN RENEWAL AGENCY PUBLIC HEARINGS:

FY 2024 Recommended Budget
Monday, June 12, 2023 at 6:00 p.m.

CITY COUNCIL WORK SESSIONS:

BUDGET COMMITTEE MEETINGS

Budget Committee Review - Result Areas Reviewed: Strong and Diverse Economy, Urban Renewal Agency, Safe Reliable and Efficient Infrastructure, and CIP Public Hearing
Wednesday, April 26, 2023 at 6:00 p.m.

Budget Committee Review - Result Areas Reviewed: Safe Community, Good Governance

Wednesday, May 3, 2023 at 6:00 p.m.

Budget Committee Recommends FY 2024 Budget to City Council /
Urban Renewal Agency

Wednesday, May 10, 2023 at 6:00 p.m.

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Time - Councilor

Morningside May 10, 2023 6:30 p.m. - Councilors Nishioka, Phillips

ELNA Jun 1, 2023 7:00 p.m. - Councilor Hoy

SCAN June 14, 2023 6:30 p.m. - Councilors Nishioka, Nordyke

Grant July 6, 2023 6:15 p.m. - Councilor Stapleton

Highland August 10, 2023 7:00 p.m. - Councilors Gonzalez,
Stapleton

Faye Wright August 10, 2023 7:00 p.m. - Councilors Nordyke,
Phillips

Northgate September 21, 2023 6:00 p.m. - Councilor Gonzalez

West Salem October 4, 2023 7:00 p.m. - Councilors Stapleton,
Varney

NOLA October 4, 2023 6:30 p.m. - Councilors Hoy, Gonzalez

NESCA October 17, 2023 7:00 p.m. - Councilors Hoy, Nishioka,
Stapleton

CANDO October 17, 2023 6:00 p.m. - Councilors Nishioka,
Stapleton

Sunnyslope October 19, 2023 7:00 p.m. - Councilors Nordyke,
Gwyn

SWAN November 7, 2023 6:30 p.m. - Councilors Nishioka, Nordyke

NEN November 14, 2023 6:30 p.m. - Councilors Nishioka,
Stapleton

SESNA November 28, 2023 7:00 p.m. - Councilor Nishioka

MEETING PROCEDURES

City Council meets on the second and fourth Mondays of each month at 6:00 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:
[http://www.cityofsalem.net/Pages/council rules.aspx](http://www.cityofsalem.net/Pages/council%20rules.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 3:30 p.m. on the day of the City Council meeting when the item will be considered. For complete information on submitting communications to Council, please refer to Council Rule 6: Communications:
[https://www.cityofsalem.net/Pages/council rules.aspx](https://www.cityofsalem.net/Pages/council%20rules.aspx).

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 220, 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: lmanderson@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.

