



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, December 10, 2018

6:30 PM

Council Chambers

****Meeting Start Time is 6:30 pm****

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. [18-545](#) November 26, 2018 Draft City Council Minutes

Attachments: [11-26-18 Draft Council Minutes](#)

- 3.1b. [18-568](#) December 3, 2018 Draft City Council Minutes

Attachments: [12-3-18 Draft City Council Minutes](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

- 3.3a. [18-543](#) Recommendations from the City Council Public Transit Committee.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Accept the Public Transit Committee recommendations and direct staff to return with a work plan for implementation.

Attachments: [Transit Committee Recommendations](#)

- 3.3b. [18-544](#) Providing sewer service beyond corporate limits for property located at 6565 Sunnyside Road SE.

Ward(s): Currently outside City Limits, Ward 4 (upon annexation)

Councilor(s): All Councilors

Neighborhood(s): South Gateway Neighborhood Association (upon annexation)

Recommendation: Authorize a sewer service connection to an new single family residence on a parcel that is outside of, but contiguous to, the current city limits, conditioned on the property owner filing a complete application for annexation, an annexation agreement, and paying all usual and customary fees and service charges.

Attachments: [Vicinity Map 6565 Sunnyside](#)
[Request for Service 6565 Sunnyside Rd](#)

- 3.3c. [18-547](#) Intergovernmental Agreement with the Oregon Department of Geology and Mineral Industries for LIDAR data acquisition.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Authorize the City Manager to execute the attached Intergovernmental Agreement with Oregon Department of Geology and Mineral Industries for LIDAR data acquisition.

Attachments: [DOGAMI IGA for LIDAR](#)

- 3.3d. [18-553](#) Reappointment of John B. Wilson as Municipal Judge Pro Tempore

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Reappoint John B. Wilson as a Municipal Judge Pro Tempore for the Salem Municipal Court for a two-year term.

Attachments: [John B. Wilson Resume 2018](#)

3.3e. [18-562](#)

Commercial lease with Pringle Place, LLC for storage of City supplies

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): Morningside

Recommendation:

Authorize the City Manager to execute the attached lease with Pringle Place, LLC.

Attachments: [Site Map](#)

[Proposed Lease](#)

3.3f. [18-391](#)

Intergovernmental Agreement with the State of Oregon for a grant to construct a sobering center

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation:

Authorize the City Manager to execute an intergovernmental agreement between the State of Oregon and the City of Salem for a grant of up to \$330,000 to assist in the construction of a sobering center.

Attachments: [State of Oregon IGA for Sobering Center](#)

4. PUBLIC HEARINGS

4.a. [18-556](#)

City Council review of an appeal of the Planning Administrator's decision approving Class 3 Site Plan Review / Class 2 Driveway Approach Permit Case No. SPR-DAP18-15 for development of the Kuebler Gateway Shopping Center, including Costco, a retail fueling station, and four new retail shell buildings.

Ward(s): 4

Councilor(s): McCoid

Neighborhood(s): South Gateway Neighborhood Association

Recommendation:

Staff recommends that the City Council AFFIRM the October 23, 2018 Planning Administrator's Decision.

Attachments: [Vicinity Map](#)[Planning Administrator's Decision SPR-DAP18-15](#)[Anuta Appeal Letter Dated November 7, 2018](#)[SNGA Appeal Letter dated November 7, 2018](#)[Additional Public Testimony](#)[PacTrust's Appeal Response](#)[WN2018-0617 Response from DSL](#)[Additional Public Comment received by 5:00 p.m. on 12-5-18](#)[Additional Public Comment received by 3:30 p.m. 12-10-18](#)[Additional Public Comment Received by 5:00 p.m. 12-10-18](#)*Add - Written Testimony.***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)****6. INFORMATION REPORTS: (Items that require no Council action)****6.a. [18-563](#)**

Planning Administrator Decision - Urban Growth Preliminary Declaration / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit Case No. UGA-SPR-ADJ-DAP18-02 - Approved - Enterprise Holdings - 1950 22nd Street SE - An Urban Growth Area Preliminary Declaration to determine the public facilities required for development of 1.30 acres and a Site Plan Review, Class 2 Adjustment, and Driveway Approach Permit for a commercial office building for vehicle rental and a self-serve car wash located at 1950 22nd Street SE.

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): SESNA

Recommendation:

Information Only.

Attachments: [Land Use Decision UGA-SPR-ADJ-DAP18-02](#)**6.b. [18-571](#)**

Hearings Officer Decision - Conditional Use / Sign Permit CU-SI18-10 - Approved - Salem Sign Company, Inc. - 5020 Liberty Rd S - A proposal to replace an existing freestanding sign with a new electronic reader board display freestanding sign in a residential zone.

Ward(s): 7
Councilor(s): Cook
Neighborhood(s): Faye Wright, Sunnyslope
Recommendation: Information Only.

Attachments: [Land Use Decision CU-SI18-10](#)

7. ORDINANCES

7.1 FIRST READING:

7.1a. [18-570](#) Community Services and Housing Commission

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

Recommendation: Conduct first reading of Ordinance Bill No. 23-18 dissolving the Community Services and Housing Commission.

Attachments: [Ordinance Bill No. 23-18](#)

7.2 SECOND READING:

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. [18-561](#)

CITY COUNCIL PUBLIC HEARINGS

Held in the Council Chambers unless otherwise noted

SALEM HOUSING AUTHORITY PUBLIC HEARINGS

URBAN RENEWAL AGENCY PUBLIC HEARINGS

WORK SESSIONS Held in the Council Chambers unless otherwise noted

Joint Work Session with Salem City Council and Marion County
Commissioners regarding Solid Waste Management
Monday, December 17, 2018 at 6:00 p.m.

Council Policy Agenda
Wednesday, January 23, 2019 at 6:00 p.m.

Salem River Crossing
Wednesday, January 30, 2019 at 6:00 p.m.

Urban Renewal Agency
Downtown Salem Streetscape Design
Tuesday, February 19, 2019 at 6:00 p.m.

BUDGET COMMITTEE MEETINGS

Held in the Council Chambers unless otherwise noted

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor

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: 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.

