



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Monday, March 25, 2019

6:00 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

1.3 a. [19-129](#) Proclamation recognizing Arbor Week

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Arbor Week](#)

1.3 b. [19-130](#) Proclamation recognizing Child Abuse Prevention Month

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Recommendation: Information Only.

Attachments: [Proclamation - Child Abuse Prevention Month](#)

- 1.3 c. [19-131](#) Proclamation recognizing Wyland Mayor's Water Conservation Challenge Month

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

Recommendation: Information Only.

Attachments: [Proclamation - Wyland Mayor's Water Conservation Challenge Month](#)

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. [19-148](#) March 11, 2019 Draft City Council Minutes

Attachments: [3-11-19 Draft Council Minutes](#)

3.2 RESOLUTIONS

- 3.2 a. [19-127](#) Multiple Unit Housing Tax Incentive Program application by Koz on State Street LLC.

Ward(s): 1
Councilor(s): Kaser
Neighborhood(s): CANDO
Result Area(s): Strong and Diverse Economy; Welcoming and Livable Community.

Recommendation: (1) Adopt Resolution No. 2019-9 approving an application by Koz on State Street LLC for tax exemption under the City's Multiple Unit Housing Tax Incentive Program and;

(2) Direct staff to make a request to boards of other taxing districts to adopt a resolution agreeing with the policy of providing a tax exemption for the project, therefore exempting the project's full property tax liability.

Attachments: [Resolution 2019-9](#)[Exhibit A to Resolution 2019-9](#)[Exhibit B to Resolution 2019-9](#)[Core Area Map](#)**3.3 ACTION ITEMS****3.3 a. [19-126](#)**

Priority bills for 2019 Legislative Session

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Result Areas - Good Governance; Natural Environment Stewardship; Safe Community; Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy; Welcoming and Livable Community.

Attachments: [Attachment 1. 2019-2019 Legislative Policy Statement.pdf](#)[Attachment 2 Bills Reviewed by Legislative Committee March 8, 2019.pdf](#)**3.3 b. [19-138](#)**

Order for City Council review of Class 3 Design Review, Class 3 Site Plan Review, Class 2 Driveway Approach Permit and Tree Regulation Variance Case No. DR-SPR-DAP-TRV18-07 for property located at 1881 Wiltsey Road SE - 97306.

Ward(s): Ward 4

Councilor(s): Leung

Neighborhood(s): SGNA

Result Area(s): Welcoming and Livable Community.

Recommendation:

Staff recommends that the City Council adopt the order modifying the decision to approve Class 3 Design Review, Class 3 Site Plan Review, Class 2 Driveway Approach Permit and Tree Regulation Variance Case No. 18-07, with additional conditions of approval, as contained in Attachment 1.

Attachments: [Order No. 2019-02](#)[Exhibit 1](#)**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)**

6. INFORMATION REPORTS: (Items that require no Council action)**6. a. [19-110](#)**

Salem 2018 Tree Report

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Natural Environment Stewardship; Welcoming and Livable Community.

Recommendation:

Information only.

Attachments:[2018 Salem Tree Report](#)[Salem Street Trees: Sample Inventory](#)**6. b. [19-116](#)**

Purchases approved administratively from February 1, 2019 through February 28, 2019.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Information only.

Attachments:[Purchases approved administratively February 2019](#)**6. c. [19-135](#)**

Planning Administrator Decision - Subdivision Case No. SUB19-01 - 1500 Block of Boone Road SE - Rod Ashford and John Loney - Approved - A tentative subdivision plan to divide approximately 1.91 acres into 12 lots ranging in size from 4,647 square feet to 7,584 square feet.

Ward(s): 3

Councilor(s): Nanke

Neighborhood(s): Morningside

Recommendation:

Information Only.

Attachments:[Land Use Decision SUB19-01](#)**6. d. [19-142](#)**

Announcing Mayoral appointment to the Historic Landmarks Commission

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

Recommendation:

Information only.

Attachments: [Kelly Thomas Application Redacted](#)

7. ORDINANCES

7.1 FIRST READING:

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. [19-139](#)****CITY COUNCIL PUBLIC HEARINGS**

Held in the Council Chambers unless otherwise noted

Proposed Amendments Updating the City's Unified Development Code (UDC)

Monday, May 13, 2019 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS**URBAN RENEWAL AGENCY PUBLIC HEARINGS**

WORK SESSIONS Held in the Anderson Rooms at the Salem Public Library, 585 Liberty Street SE, unless otherwise noted

City Council

Aligning Services to Available Resources

Monday, April 15, 2019 at 6:00 p.m.

City Council

Homelessness: Continuum of Care

Monday, April 22, 2019 at 5:30 p.m. - Meeting Location: Council Chambers

BUDGET COMMITTEE MEETINGS

Held in the Council Chambers unless otherwise noted

Review Proposed FY 2019-20 Budget

Wednesday, April 24, 2019 at 6:00 p.m.

Public Hearings: Capital Improvement Plan and State Revenue Sharing

Wednesday, April 24, 2019 at 6:00 p.m.

Review Proposed FY 2019-20 Budget

Wednesday, May 1, 2019 at 6:00 p.m.

Recommend FY 2019-20 Budget to City Council

Wednesday, May 8, 2019 at 6:00 p.m.

SCHEDULE OF NEIGHBORHOOD ASSOCIATION ANNUAL MEETINGS

Neighborhood - Annual Meeting Date - Councilor

Lansing - April 23 - Ausec

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.

