



# **CITY OF SALEM**

## **Meeting Agenda**

### **City Council**

555 Liberty St SE  
Salem, OR 97301

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**Monday, May 13, 2019**

**6:00 PM**

**Council Chambers**

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#### **EXECUTIVE SESSION**

**City Council**

**5:30 p.m. - City Manager's Conference Room**

**Real Property Transactions- ORS 192.660(2)(e)**

**City Council**

**5:40 p.m. - City Manager's Conference Room**

**Real Property Transactions- ORS 192.660(2)(e)**

**City Council**

**5:50 p.m. - City Manager's Conference Room**

**Real Property Transactions- ORS 192.660(2)(e)**

#### **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**

**Pledge of Allegiance**

**1.1 APPROVAL OF ADDITIONS AND DELETIONS TO THE AGENDA**

**1.2 COUNCIL AND CITY MANAGER COMMENT**

**1.3 PROCLAMATIONS**

- 1.3a.** [19-190](#) Proclamation recognizing Salem Tourism Month

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

**Recommendation:** Information Only.

**Attachments:** [Proclamation - Salem Tourism Month](#)

- 1.3b.** [19-191](#) Proclamation recognizing Memorial Day 2019

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

**Recommendation:** Information Only.

**Attachments:** [Proclamation - Memorial Day 2019](#)

- 1.3c.** [19-202](#) Proclamation recognizing National Historic Preservation Month

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

**Recommendation:** Information Only.

**Attachments:** [Proclamation - National Historic Preservation 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**

- 3.1a.** [19-207](#) April 22, 2019 Draft Council Work Session Minutes

**Attachments:** [4-22-19 Draft Council Work Session Minutes](#)

- 3.1b.** [19-208](#) April 22, 2019 Draft Council Minutes

**Attachments:** [4-22-19 Draft Council Minutes](#)

## 3.2 RESOLUTIONS

## 3.3 ACTION ITEMS

### 3.3a. [19-206](#) 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.

**Recommendation:** Approve the City of Salem's positions on the attached legislative bills active in the 2019 Oregon Legislative Session.

**Attachments:** [Bills Reviewed by Legislative Committee - April 26, 2019 and May 3, 2019](#)  
[2018-19 Legislative Policy Statements](#)

## 4. PUBLIC HEARINGS

## 4. PUBLIC HEARINGS

### 4.a. [19-205](#) Unified Development Code Update

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Welcoming and Livable Community

**Recommendation:** Engross Ordinance Bill No. 6-19, amending the Unified Development Code and other chapters of the Salem Revised Code, and advance it to second reading as engrossed.

**Attachments:** [Overview of Proposed Amendments](#)  
[Ordinance Bill No. 6-19](#)  
[Ordinance Bill No. 6-19 - Exhibit A](#)  
[Ordinance 6-19 Exhibit B \(Findings\)](#)  
[Planning Commission Recommendation \(March 5, 2019\)](#)  
[Recommended Additional Revisions to Ordinance](#)  
[Code Graphics Recommended to be Included in SRC Chapters 800 & 806 - Attachment](#)  
[Public Comment received 5-2-19](#)  
[Public Comments received by 3:30 p.m. 5-13-19](#)

*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)**

- 5.a. [19-180](#) Designation of a temporary presiding officer.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

MOTION:

I move that Council designate Councilor Brad Nanke as temporary presiding officer for all city council meetings from May 15 through June 5, 2019.

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

- 6.a. [19-193](#) Planning Commission Decision - Class 3 Design Review / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit Case No. DR-SPR-ADJ-DAP19-01 - Approved - Gerald Horner - 2425 Market Street NE - A consolidated application for a Design Review, Site Plan Review, Driveway Approach Permit, and Class 2 Adjustment to allow for the development of a proposed triplex on property located at 2425 Market Street NE.

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): NEN

**Recommendation:** Information Only.

**Attachments:** [Land Use Decision DR-SPR-ADJ-DAP19-01](#)

**6.b. [19-195](#)**

Hearings Officer Decision - Validation of Units of Land Case No. VUL19-03 - Approved - Northstar Communities, LLC (Karl Ivanov) - Land North of 4485 Kale St NE - A proposal to validate one land area that was created through a sale by deed in 1983.

Ward(s): 5  
Councilor(s): Ausec  
Neighborhood(s): Northgate

**Recommendation:** Information Only.

**Attachments:** [Land Use Decision VUL19-03.pdf](#)

**6.c. [19-196](#)**

Planning Administrator Decision - Partition Case No. PAR19-02 - Approved - DD West Salem One, LLC (Ian Lewallen, Steve Deacon) - 525-645 9th Street NW - A Tentative Partition application to divide the subject property into three parcels ranging in size from 0.5 acres to 1.79 acres in size, for property approximately 3.03 acres in size, zoned CG (General Commercial), and located at 525-645 9th Street NW 97304.

Ward(s): 1  
Councilor(s): Kaser  
Neighborhood(s): West Salem

**Recommendation:** Information Only.

**Attachments:** [Land Use Decision PAR19-02](#)  
[Public Comment received 5-10-19](#)

**6.d. [19-197](#)**

Planning Commission Decision - Comprehensive Plan Map Change / Zone Change / Subdivision / Class 2 Adjustment Case No. CPC-ZC-SUB-ADJ19-02 - Approved - 2600 Center Street NE - Mountain West Investment Corporation - A Minor Comprehensive Plan Map Amendment and Zone Change from Public and Private Health Services to Single Family and Multi-Family Residential designations to allow for a future mixed density residential development, a subdivision to further divide the subject property into four lots, and an Adjustment to lot depth, connectivity, and setback requirements.

Ward(s): 2  
Councilor(s): Andersen  
Neighborhood(s): NESCA and NEN

**Recommendation:** Information Only.

**Attachments:** [Land Use Decision CPC-ZC-SUB-ADJ19-02](#)  
[Public Comment received 5-10-19](#)

*Add - Written Testimony.*

**6.e.**     [19-200](#)

Planning Administrator Decision - Replat Case No. REP19-02 - Approved - Salem Hospital - 655 Capitol Street SE - An application to replat a portion of University Addition subdivision, approximately 9.5 acres in size in order to accommodate future development of the Salem Hospital.

Ward(s): 1  
Councilor(s): Kaser  
Neighborhood(s): CANDO

**Recommendation:** Information Only.

**Attachments:** [Land Use Decision REP19-02](#)

**6.f.**     [19-213](#)

Planning Administrator Decision - Modification of Conditional Use / Zone Change Case No. CU-ZC17-14MOD1 - Approved - Craig Chaney of Merrick Lentz Architecture on behalf of the Union Gospel Mission of Salem - 700-800 Block of Commercial St NE and 253-275 Division St NE - A proposed modification to the Conditional Use Permit approval granted to the Union Gospel Mission (UGM) of Salem for the proposed relocation of their men's shelter from its current downtown location at 345 Commercial Street NE to the proposed new location on property located in the 700 to 800 blocks of Commercial Street NE. The purpose of the proposed modification is to incorporate the two remaining properties located on the eastern half of the block located at 253 to 275 Division Street NE into the proposed development. No change to the maximum number of persons approved to be served at the shelter is proposed and all conditions of approval established under the original conditional use permit will continue to apply.

Ward(s): 1  
Councilor(s): Kaser  
Neighborhood(s): CANDO

**Recommendation:** Information Only.

**Attachments:** [Land Use Decision CU-ZC17-14MOD1.pdf](#)  
[Gerald Bieze Appeal Letter](#)

*Revised - Report Revised.*

## **7. ORDINANCES**

### **7.1 FIRST READING:**

**7.1a. [19-174](#)**

Revisions to Salem Revised Code Chapter 102- Parking

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance

**Recommendation:**

Conduct first reading of Ordinance Bill No. 2-19 (Attachment 1), amending Salem Revised Code Chapter 102. - Parking, and advance to second reading for enactment.

**Attachments:**[Ordinance Bill No. 2-19](#)[Exhibit A to Ordinance Bill No.2-19](#)**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](mailto: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. [19-199](#)**

**CITY COUNCIL PUBLIC HEARINGS**

Held in the Council Chambers unless otherwise noted

2019-2020 Housing and Community Development Annual Action Plan  
Tuesday, May 28, 2019 at 6:00 p.m.

State Revenue Sharing Funds  
Monday, June 10, 2019 at 6:00 p.m.

FY 2020 Recommended City of Salem Budget  
Monday, June 10, 2019 at 6:00 p.m.

**SALEM HOUSING AUTHORITY PUBLIC HEARINGS**

**URBAN RENEWAL AGENCY PUBLIC HEARINGS**

State Revenue Sharing Funds  
Monday, June 10, 2019 at 6:00 p.m.

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

New Revenue Sources for the General Fund  
Monday, June 17, 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](mailto: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](mailto: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.

