



CITY OF SALEM

Meeting Agenda

City Council

555 Liberty St SE
Salem, OR 97301

Tuesday, May 28, 2019

6:00 PM

Council Chambers

EXECUTIVE SESSION

City Council

5:30 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

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

- 3.1 a. [19-204](#) May 13, 2019 Draft City Council Minutes

Attachments: [5-13-19 Draft Council Minutes](#)

3.2 RESOLUTIONS

3.3 ACTION ITEMS

- 3.3 a. [19-210](#) Reappointment of Deborah Wilson as Municipal Court Judge

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Safe Community

Recommendation: Reappoint Deborah Wilson as a Municipal Judge Pro Tempore for the Salem Municipal Court for a two-year term.

Attachments: [Deborah Wilson Resume](#)

- 3.3 b. [19-216](#) Regional Traffic Control Center Intergovernmental Agreement with Oregon Department of Transportation

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Reliable and Efficient Infrastructure

Recommendation: Authorize the City Manager to execute the attached Intergovernmental Agreement with the Oregon Department of Transportation for the purposes of receiving federal funds and providing local matching funds to operate the Salem Regional Traffic Control Center.

Attachments: [Salem Regional Traffic Signal Control Center Agreement](#)

4. PUBLIC HEARINGS

4. a. [19-229](#) 2019-2020 Housing and Community Development Annual Action Plan

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

Recommendation: Adopt the 2019-2020 Housing and Community Development Annual Action Plan (AAP).

Attachments: [Draft 2019-2020 Housing and Community Development Annual Action Plan](#)
[Public Comments received as of May 13, 2019](#)
[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. [19-214](#) Planning Administrator Decision - Subdivision / Class 2 Adjustment Case No. SUB-ADJ19-03 - 600 Block of Mildred Lane SE - LP Holdings (Don Lulay) - Approved - A tentative subdivision plan to divide approximately 9.63 acres into 48 lots ranging in size from 4,428 square feet to 11,492 square feet including Alternative Street Standards request to increase the street grade from 12% to 15% for five street intervals and 50-foot right-of-way, where 60-feet is required; and a zoning adjustment to re-designate the front property lines for Lots 8, 19, 34, 43 and 44.

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

Recommendation: Information Only.

Attachments: [Land Use Decision SUB-ADJ19-03](#)

6. b. [19-220](#) Planning Commission Decision - Comprehensive Plan Map Change / Zone Change Case No. CPC-ZC19-03 - Approved - 5871 Liberty Road S - Harrison Industries, LLC (Kenneth Harrison, Kevin Harrison) - A consolidated application to change the Comprehensive Plan Map designation and zoning of an approximately 15.8-acre property from "Developing Residential" with RA (Residential Agriculture) zoning to "Multifamily Residential" with RM-2 (Multiple Family Residential) zoning.

Ward(s): 4
Councilor(s): Leung
Neighborhood(s): Sunnyslope

Recommendation: Information Only.

Attachments: [Land Use Decision CPC-ZC19-03](#)

6. c. [19-221](#) Hearings Officer Decision - Validation of Units of Land Case No. VUL19-04 - Approved - North River Partners, LLC (Timothy Moneke) - 4265 Claxter Ct NE - A proposal to validate one land area that was created through a sale by deed in 1988.

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

Recommendation: Information Only.

Attachments: [Land Use Decision VUL19-04](#)

6. d. [19-225](#) Center 50+ Advisory Commission Age-Friendly Initiative Assessment

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

Recommendation: Information only.

Attachments: [Age-Friendly Salem Assessment Report](#)

6. e. [19-226](#) Planning Commission Decision - Class 3 Design Review / Class 3 Site Plan Review Case No. DR-SPR19-02 - Approved - North River Partners, LLC (Randy Fultz, Tim Moneke) - 4265 Claxter Court NE - A Class 3 Design Review and Class 3 Site Plan Review for a proposed development of a 102-unit apartment complex with associated parking, play area, landscaping, common building and on-site amenities, for property approximately 3.15 acres in size, zoned CO (Commercial Office) and within the Portland/Fairgrounds Road Overlay Zone, and located at 4265 and 4285 Claxter Court NE.

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

Recommendation: Information Only.

Attachments: [Land Use Decision DR-SPR19-02](#)

6. f. [19-227](#) Planning Administrator Decision - Replat Case No. REP19-03 - Approved - Union Gospel Mission of Salem - 700 to 800 Block of Commercial Street NE and 253 to 275 Division Street NE - An application to consolidate seven existing properties into one lot approximately 2.57 acres in size in order to accommodate the proposed relocation and development of the Union Gospel Mission (UGM) of Salem's men's shelter.

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

Recommendation: Information Only.

Attachments: [Land Use Decision REP19-03](#)

6. g. [19-228](#) Economic Development Quarterly Report

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

Recommendation: Information only.

Attachments: [GROW Booklet](#)

6. h. [19-230](#) Planning Administrator Decision - Partition / Class 2 Adjustment Case No. PAR-ADJ19-01 - Approved - Hichi Huynh - 365 Lancaster Drive SE - A proposed partition to divide property located at 365 Lancaster Drive SE into two parcels with an adjustment to allow a fifth property to use the existing private accessway.

Ward(s): 2
Councilor(s): Andersen
Neighborhood(s): SESNA

Recommendation: Information Only.

Attachments: [Land Use Decision PAR-ADJ19-01](#)

6. i. [19-232](#) Planning Administrator Decision - Urban Growth Preliminary Declaration Case No. UGA19-01 - Approved - MWSH Boone Road Property, LLC (Mountain West Senior Housing, LLC - Kelley D. Hamilton, Chris Jundt, Pam Gray) - 3290 Boone Road SE - An Urban Growth Area Preliminary Declaration to determine the public facilities required for development of property approximately 80 acres, designated as IC (Industrial-Commercial) in the Comprehensive Plan, zoned IC (Industrial Commercial), and located at 3290 Boone Road SE.

Ward(s): 4
Councilor(s): Leung
Neighborhood(s): SEMCA

Recommendation: Information Only.

Attachments: [Land Use Decision UGA19-01](#)

6. j. [19-234](#) Purchases approved administratively from April 1, 2019 through

April 30, 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 April 2019](#)

6. k. [19-237](#) Announcing Mayoral Appointments to the Salem Human Rights Commission

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

Recommendation: Information Only.

Attachments: [Louvele Boria Application Redacted](#)
[Daniel Rollings Application Redacted](#)

6. l. [19-238](#) Proposed FY 2020 Master Fee Schedule

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance

Recommendation: Information Only.

Attachments: [Proposed FY 2020 Master Fee Schedule](#)

7. ORDINANCES

7.1 FIRST READING:

7.2 SECOND READING:

- 7.2 a. [19-223](#) 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 second reading of Ordinance Bill No. 2-19 (Attachment 1), adopting amendments to the Salem Revised Code Chapter 102. - Parking.

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

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. [19-233](#)

CITY COUNCIL PUBLIC HEARINGS

Held in the Council Chambers unless otherwise noted

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.

Continued for Council Deliberations Only - Proposed Amendments

Updating the City's Unified Development Code (UDC)

Monday, June 10, 2019 at 6:00 p.m.

SALEM HOUSING AUTHORITY PUBLIC HEARINGS

URBAN RENEWAL AGENCY PUBLIC HEARINGS

FY 2020 Recommended Urban Renewal Agency Budget

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.

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.

