CITY OF SALEM

Staff Report

File #: 19-132	**Date:** 7/8/2019
Version: 1	**Item #:** 6.a.

TO: Mayor and City Council
THROUGH: Steve Powers, City Manager
FROM: Planning Commission

SUBJECT:

Annual Planning Commission Report

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

ISSUE:

The Planning Commission Annual Report.

RECOMMENDATION:

Information Only.

SUMMARY:

The Salem Planning Commission acts as an advisory commission to the City Council with a broad scope of concern in promoting the growth and orderly development of the City. Salem Revised Code Chapter 6 states that the Planning Commission (Commission) shall make and file a report with the City Council of all transactions of the Commission for the preceding year.

FACTS AND FINDINGS:

Planning Commission Membership

The Planning Commission consists of nine members, appointed by the City Council. Past Commission President Rich Fry's 8-year tenure on the Commission ended in 2018 as he reached his term limits. Commissioner Chane Griggs is the current Commission President. The Planning Commission roster is as follows:

Name	Term Expiration	Eligible for Reappointment	Ward
Chane Griggs, *President*	12/31/2019	Yes	7
Brian McKinley, *Vice President*	12/31/2021	No	7
Joshlene Pollock	12/31/2021	No	8
Ian Levin	12/31/2019	Yes	1
Stephen Elzinga	12/31/2019	Yes	3
Brandon Smith	12/31/2020	Yes	1
Drew Wright	12/31/2019	Yes	3
Ashley Schweickart	12/31/2020	Yes	4
Casey Kopcho	12/31/2022	Yes	4

Planning Commission Work January 2018 - December 2018

Public Hearings:

Between January 2018 and December 2018, the Commission held 20 public meetings where they reviewed 15 land use applications, including Comprehensive Plan/Zone Changes, Design Reviews, and Appeals. All of the Commission's cases from January 2018 and December 2018 are listed for reference (**Attachment 1**). Additionally, the Commission made recommendations on two code amendments to the City Council, including the State Street Corridor Plan and the West Salem Code Cleanup project. Those two code and map amendments rezoned approximately 110 acres to mixed-use zoning along State Street and in west Salem, respectively.

Legislative Work*:*

The Commission was represented on advisory committees for the State Street project and the first phase of the Our Salem project. They have also participated in focus groups for the multi-family code project and held three work sessions and two public hearings on the Unified Development Code amendments that recently came before the Council.

Training:

In addition to the land use application hearing and legislative work, the Commission requested that staff provide training on the requirements for an analysis under the Transportation Planning Rule and when a Traffic Impact Analysis is required. They also requested a presentation on the City's System Development Charges including when they are charged, how they are calculated and when projects are eligible for reimbursement. Presentations were also given on an update of the Winter-Maple Greenway implementation, on the first phase of Our Salem and the draft Greenhouse Gas Inventory. Additionally, a training on ethics and ex-parte rules was provided.

Planning Commission Work - 2019

Land use applications are projected to continue to increase in the next year. This will result in continued increase in land use application review for the Commission. Additionally, the Commission will continue to be involved in the Comprehensive Plan/Visioning project Our Salem <https://www.cityofsalem.net/Pages/our-salem.aspx> and is expected to hold hearings on the project to update the Multi-Family Design Requirements <https://www.cityofsalem.net/Pages/updating-multifamily-housing-design-requirements.aspx>.

Lisa Anderson-Ogilvie, AICP
Deputy Community Development Director
Planning Administrator

Attachments:
      1. Annual Commission Cases