

**MINUTES**  
**FINAL SALEM PLANNING COMMISSION Reviewer: Slater**  
**September 21, 2021**

**COMMISSIONERS PRESENT**

Dan Augustyn  
Daisy Goebel  
Chane Griggs, President  
Lisa Heller  
Casey Kopcho  
Ian Levin  
Joshlene Pollock  
Michael Slater

**COMMISSIONERS ABSENT**

Brian McKinley, Excused

**STAFF PRESENT**

Bryce Bishop, Planner III  
Lisa Anderson-Ogilvie, Deputy CD  
Director and Planning Administrator  
Shelby Guizar, Admin Analyst  
Thomas Cupani, Deputy City Attorney

**Note: This meeting was held digitally during the home quarantine imposed by the Governor to stem the spread of the Covid-19 virus. All attendees were virtual.**

**1. CALL TO ORDER**

President Chane Griggs called the meeting to order at 5:30 P.M. with Commissioner Levin agreeing to be acting Vice-President for the meeting.

1.1 New Commissioner Oath of Office

At this time, newly appointed Commissioner, Daisy Goebel, recited the Oath of Office and was sworn in by Thomas Cupani, Deputy City Attorney.

**2. ROLL CALL**

Roll was taken and with quorum established, President Griggs proceeded with the meeting.

**3. PUBLIC COMMENT:** This time is available for interested citizens to comment on specific agenda items other than public hearings, deliberations and the merits of land use issues that are reviewable by the Planning Commission at public hearings. Each person's comments will be limited to three minutes.

- None

**4. CONSENT CALENDAR:**

4.1 Approval of Minutes

September 7, 2021 Minutes (Commissioner Heller)

*Recommended Action: Approve*

**Motion:** Move to approve the minutes.

**Motion by:** Commissioner Heller

**Seconded by:** Commissioner Levin

**Discussion on Motion:** None

Commissioner Augustyn stated into the record that he did review the last meetings video and is prepared to vote on the minutes today.

**Vote:** Aye: Augustyn, Griggs, Heller, Kopcho, Levin, Pollock, Slater  
Nay: 0  
Abstain: 1 (Goebel)  
Absent: 1 (McKinley)

**Action:** Moved to approve the consent calendar.

**VOTE:**

**Yes 7 No 0 Abstain 1(Goebel) Absent 1 (McKinley)**

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**5. PUBLIC HEARINGS:**

**Hearings begin no earlier than 5:30 p.m. unless otherwise noted. The statement of criteria will be read at the beginning of the hearings.**

President Griggs and Commissioner Levin both stated into the record that they watched the recording of the August 17, 2021 and are prepared to deliberate on the case today.

**5.1 DELIBERATIONS ONLY** Appeal of Planning Administrator’s decision on Fairview Refinement Plan Minor Amendment Case No. FRPA21-01 Pringle Creek Community Refinement Plan; Ward 3 – Morningside Neighborhood Association; Bryce Bishop, [bbishop@cityofslaem.net](mailto:bbishop@cityofslaem.net)

**SUMMARY:** Appeal of the Planning Administrator’s decision to approve a minor amendment to the Pringle Creek Community Refinement Plan clarifying the minimum and maximum number of allowed residential units, updating minimum and maximum planned commercial square footages, and reducing minimum building frontage requirements in certain areas.

**REQUEST:** Appeal of the Planning Administrator’s decision to approve a proposed minor amendment to the Pringle Creek Community Refinement Plan, the adopted Fairview refinement plan for the northernmost approximate 32.45 acres of the former Fairview Training Center site. The proposed minor amendment:

- a) Clarifies the minimum and maximum number of allowed residential units within Areas 1 through 8 of the refinement plan;
- b) Updates the minimum and maximum square footages of planned commercial development within Areas 3, 6, and 9 of the refinement plan; and
- c) Reduces the minimum building frontage per unit required in Areas 3 and 9 of the refinement plan from 16 feet to 13 feet.

The subject property is zoned FMU (Fairview Mixed-Use) and located generally at the northern end of the former Fairview Training Center site.

Case Manager, Bryce Bishop, provided a summary of the case up to this point.

**Recommended Action:** AFFIRM the Planning Administrator’s June 22, 2021, decision approving Fairview Refinement Plan Minor Amendment Case No. FRPA21-01 amending the Pringle Creek Community Refinement Plan.

**Motion:** Move to AFFIRM the Planning Administrator's June 22, 2021 decision.

**Motion by:** Commissioner Levin  
**Seconded by:** Commissioner Kopcho

**Discussion on Motion:** Commissioners Heller, Slater, Pollock, Griggs, Kopcho, Levin

**Vote:** Aye: Augustyn, Griggs, Heller, Levin, Pollock  
Nay: 2 (Kopcho, Slater)  
Abstain: 1 (Goebel)  
Absent: 1 (McKinley)

**Action:** Moved to AFFIRM the Planning Administrator's June 22, 2021 decision.

**VOTE:**

**Yes 5 No 2(Kopcho, Slater) Abstain 1(Goebel) Absent 1(McKinley)**

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**6. SPECIAL ORDERS OF BUSINESS:** None

**7. INFORMATION REPORTS:** None

**8. PUBLIC COMMENT (other than agenda items):** None

**9. PLANNING ADMINISTRATOR'S REPORT:**

- Public Hearing for UDC Amendments on October 5, 2021
- Monday, October 18, 2021, save the date for a joint Planning Commission and City Council work session on Our Salem. The draft comprehensive plan will be released within the next two weeks and the final revised zoning map has been released.
- Commissioner Slater asked if we treat the UDC amendments as a package or individual amendments, Lisa answered that normally it is a package but there have been occasions with separate motions that add up to a recommendation.
- Commissioner Slater also asked about adding riparian setback language into code, Ms. Anderson-Ogilvie answered that there has not been any outreach done yet which should happen before trying to assume a setback measurement and add it to code considering the impacts that could have on property owners.
- Commissioner Kopcho asked if there has been an update in the proposed creation of neighborhood hubs through Our Salem, Ms. Anderson-Ogilvie answered that the number has been reduced. At the joint work session on October 18<sup>th</sup> that will be discussed.
- The City Council had a work session on the Climate Action Plan. It can be viewed on YouTube. The Climate Action Plan is scheduled to be adopted by Council in December.

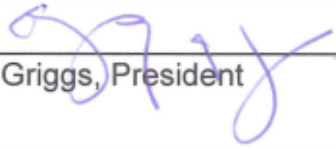
**10. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER:**

- Commissioner Pollock discussed how evidence should be considered in land use cases and referenced the Oregon Planning Commissioner Handbook.

- Commissioner Slater asked the Commissioners if they would be willing to have a conversation about supporting riparian setback language and asked what the process for that would be, Ms. Anderson-Ogilvie answered that the riparian setback is just one portion of Goal 5 and it is already listed as a follow up project to Our Salem. Ms. Anderson-Ogilvie continued saying that we are at the administrative steps, determining the capacity the city has to do a Goal 5 project, and that we are not at the step to include a Commissioner in the conversation; however, the Planning Commission could always make a motion for a recommendation to City Council.
- Commissioner Heller agrees with Commissioner Pollocks comment about evidence and mentions that the Oregon Planning Commissioner Handbook is helpful and recommends all the Commissioners get it.
- Commissioner Pollock states that she supports Commissioner Slaters comments regarding the riparian setback language needing to be added to code and would support the efforts to make the concerns known.
- Commissioner Kopcho asked if there are other areas where the city does not line up with state goals, Ms. Anderson-Ogilvie mentioned that the city tracks all the legislative changes now and so we are aware when things change and right now there is a lot of activity on the state level compared to the past, the problem with Goal 5 was the timing.

11. **ADJOURNMENT:** There being no further business for the record, the meeting was adjourned at 6:40 p.m.

SUBMITTED:

  
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 Chane Griggs, President

ATTESTED:

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