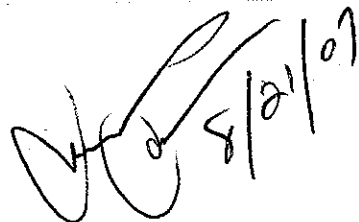


**FOR COUNCIL MEETING OF:
AGENDA ITEM NO.:**

September 10, 2007
2 (a)

TO: MAYOR AND CITY COUNCIL
FROM: SALEM PLANNING COMMISSION



SUBJECT: ANNUAL PLANNING COMMISSION REPORT TO THE CITY COUNCIL

BACKGROUND

SRC Chapter 6, Section 6.030, states that the Planning Commission "...shall, on or before the first day of October every year, make and file with the council a report of all transactions of the commission for the preceding fiscal year." (Ord. No. 5843)

FACTS AND FINDINGS

Between July 1, 2006, and June 30, 2007, the Salem Planning Commission held 21 meetings, held 27 public hearings, heard four appeals, approved four resolutions, forwarded recommendations regarding 13 comprehensive plan/zone changes, one Commission-initiated zone change and six code amendments to the City Council. In addition, the Planning Commission revised their Rules of the Commission, which had not been reviewed since 1997. The Planning Commission held one special meeting to hear an appeal of an administrative decision for a subdivision.

Planning Commission meetings alone totaled more than 31 hours in this time period. The Commission strives to provide a clear and complete public record to the City Council upon which to deliberate matters of city interest.

The Commission heard both expert and public testimony, subsequently deliberated and, as appropriate, recommended courses of action to the City Council on a wide variety of topics. Topic examples include: Salem Revised Code amendments to the Zoning Code, proposed amendments to the transportation, water and wastewater master plans the proposed McGilchrist Urban Renewal Plan as well as other urban renewal plan amendments, the Capital Improvement Program (CIP), and various land use cases including appeals.

The Planning Commission reviewed the status of all 19 of Salem's neighborhood associations and concluded they were the appropriate organizations to represent their neighborhoods.

The Planning Commissioners representing the Planning Commission in the Periodic Review process were notified of several mediation sessions with the State, which took place in December 2006 and February 2007. On October 9, 2006, the Planning Commission held a joint work session with City Council to discuss the minimum lot size

for duplexes in the Duplex Residential (RD) zone district, proposed code amendments regarding vehicle screening in all residential areas, and rewriting the development portion of the Salem Revised Code. The Planning Commission also held an informational work session with Public Works staff regarding the proposed Transportation Plan amendments several weeks before the public hearing.

Commissioners represented the Commission on five city task forces, advisory boards and committees, and one committee on hiatus. They include:

- Downtown Advisory Board
- Neighborhood Task Force
- Housing and Urban Development Advisory Committee
- Transportation Policy Advisory Committee (TPAC)
- Water/Waste Water Task (currently on hiatus)
- Salem Neighborhoods, Inc.

The Planning Commission continues to represent itself at the Salem Neighborhoods, Inc., meetings for a better exchange of information with the neighborhoods on land use issues.

ITEMS OF FUTURE CONSIDERATION FOR THE PLANNING COMMISSION

In addition to its regular work, the Commission continues to consider how to achieve the following goals in the coming year.

- Coordinate with the Marion and Polk County Planning Commissions on areas of mutual interest (e.g., planning for areas between the city limits and the UGB).
- Track Planning Commission recommendations and City Council actions on them.
- Continue to look for ways to streamline, where practical, the land-use related processes required by the Code.

Attachment: A) List of Planning Commissioners and Committee Assignments

SALEM PLANNING COMMISSIONERS

Dan Dorn, President
Jim Lewis, Vice President
Darr Goss
Nate Levin
Mike Nelson
Jim Wiles
one vacant position

COMMITTEE ASSIGNMENTS

Salem Planning Commission
September, 2007

LIAISON WITH STANDING BOARDS / COMMISSIONS PLANNING COMMISSION COMMITTEES / SUBCOMMITTEES

BOARD / COMMISSION / COMMITTEE / SUBCOMMITTEE	COMMISSIONER(S)
Downtown Advisory Board	Vacant
Neighborhood Task Force	Dorn, Vacant
Housing and Urban Development Advisory Committee	Goss, Dorn
Transportation Policy Advisory Committee (TPAC)	Levin, Lewis
Water/Wastewater Task Force (on hiatus until September, 2007)	Vacant
Salem Neighborhoods, Inc.	Rotating all Commissioners

ATTACHMENT A