

**PLANNING COMMISSION
MINUTES OF THE MEETING
July 14, 2020 – 6:00 PM**

CALL TO ORDER

The City of Salem Planning Commission met in regular session on July 14, 2020 at Salem City Hall. The meeting was called to order at 6:00 p.m. by Chairman Rick McCullum. Members present were: Sandie Phillips, Kathy Matthews, Jim Milano, Jim Davis and Brad Heaton. Members absent: Harold Hunzicker. Also present was Cindy Eller, Recording Secretary, Bev Quinn, Zoning Administrator and members of the public.

**APPROVAL OF
MINUTES**

Minutes of the June 23, 2020 meeting were presented for action. **Motion was made by Kathy Matthews and seconded by Sandie Phillips to approve the minutes as presented. Roll call vote: AYES: Sandie Phillips, Jim Milano, Brad Heaton, Kathy Matthews and Chairman Rick McCullum. NAYS: None. Abstained: Jim Davis Motion carried.**

**STAFF
RECOMMENDATIONS**

None

**QUESTIONS BY
COMMITTEE
MEMBERS**

None

**SPECIAL USE PERMIT-
TEMPORARY USE
FOOD TRUCKS ON
WEEKENDS**

Keith McNeil, owner of The Orchard Shopping Center, is petitioning the City of Salem for a Special Use – Temporary Use Permit to have food trucks and vendors on their lot on Friday and/or Saturday nights from 5:30 pm to 9:00 pm. (*Special Use – Temporary Use Permits are good for one year from the date of issue.*) In addition to the vendors, there may be some live music, primarily provided by local talent or tenants of the shopping center. The first event is tentatively scheduled for August 7th, pending approval by the City of Salem.

Keith McNeil told the Commission that he would like to bring vendors in throughout the year on Friday and Saturday evenings to draw crowds to the Orchard Shopping Center. McNeil stated he is not wanting to take away from other businesses but hoping to add to their business. McNeil stated he would like to “launch” this on August 7 with vendors and possibly music with no more than 10 vendors on the initial launch date and then 4 – 6 vendors on the following weekends.

City Clerk Bev Quinn told the Commission that she had received no correspondence either for or against the Special Use, then read into the minutes the Finding of Facts for review as follows:

- (1) Whether the proposed design, location, and manner of operation of the proposed special use will adequately protect the public health, safety and welfare and the physical environment:** The proposed special use will have no adverse impact on the public health, safety and welfare or on the physical environment.
- (2) Whether the proposed special use is consistent with this municipality’s comprehensive plan:** The comprehensive plan calls for this area to be commercial and the zoning and use would not change. The proposed Special Use, would be consistent with the Comprehensive Plan.

(3) **The effect the proposed special use would have on the value of neighboring property and on this municipality’s overall tax base:** No impact, as the zoning is not changing, and the use is temporary in nature.

(4) **The effect the proposed use would have on public utilities and on traffic circulation on nearby streets:**
The proposed use will have no adverse impact on public utilities and should have minimal impact on traffic circulation on nearby streets primarily because the shopping center is located on a State Highway.

(5) **Whether there are any facilities near the proposed special use(such as schools or hospitals) that require special protection:** There are no facilities near the proposed special use that would require special protection.

Motion was made by Jim Milano and seconded by Brad Heaton to recommend the City Council approve the Special Use – Temporary Use to have food trucks and vendors on the Orchard Shopping Center parking lot on Friday and/or Saturday nights from 5:30 to 9:00 pm. AYES: Kathy Mathews, Jim Milano, Sandie Phillips, Jim Davis, Brad Heaton and Chairman Rick McCullum. NAYES: None. Motion Carried.

City Clerk Bev Quinn told the petitioner that this recommendation would be placed on the agenda for the July 20th City Council meeting. City Clerk Quinn told Mr. McNeil she recommended he attend the meeting to answer any questions the Council may have.

**DISCUSSION REGARDING
“POP UP” SALES**

The Planning Commission discussed “Pop Up” sales but no action was taken.

**DISCUSSION REGARDING
POSSIBLE ADDITION OF “SERVICE” BUSINESSES
TO THOSE PERMITTED IN THE RS-4 ZONING DISTRICT
EITHER BY RIGHT OR BY SPECIAL USE**

The Planning Commission discussed the addition of “Service” Business as a permitted use in RS-4 but no action was taken.

NEW BUSINESS

City Clerk Bev Quinn, told the Commission there was possibly another food truck request that would be on the August agenda.

OLD BUSINESS

None

PUBLIC COMMENTS

None

ADJOURNMENTS

As there was no further business to discuss, ***the meeting was adjourned 6:45 p.m.***

Cindy Eller, Recording Secretary