



## SALEM PLANNING COMMISSION COMMUNITY DEVELOPMENT DEPARTMENT

Si necesita ayuda para comprender esta información, por favor llame 503-588-6173.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-588-6173 (TTD/TTY 503-588-6439) at least two business days in advance.

### SALEM PLANNING COMMISSION

#### Commission Members

Rich Fry, President  
Sheronne Blasi, Vice President  
Stephen Elzinga  
Chane Griggs  
Ian Levin  
Brian McKinley  
Joshlene Pollock  
Brandon Smith  
Drew Wright

#### City Staff

Lisa Anderson-Ogilvie, AICP,  
Interim Community Development Director  
Natasha Zimmerman, Deputy City Attorney  
Sally Long, Recorder  
Angela Houck, Staff Assistant

**Next Meeting:** May 2, 2017

<http://www.cityofsalem.net/Pages/planning-commission.aspx>

***\*\*Declare potential or actual conflicts of interest prior to each item on the agenda.***

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

### MEETING AGENDA

Tuesday, April 25, 2017  
5:30 PM – 7:30 PM  
City Hall, Council Chambers  
555 Liberty St SE, Room 240

1. CALL TO ORDER
  
2. COMMUNICATIONS FROM THE COUNCIL, BOARDS, COMMISSIONS, AND AGENCIES
  
3. FIRST OPPORTUNITY FOR APPEARANCE OF INTERESTED CITIZENS: 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.
  
4. CONSENT CALENDAR (includes approval of minutes, adoption of routine items requiring Commission action)
  - 4.1 Approval of Minutes:
 

April 18, 2017 Minutes (Commissioner Levin)  
**Recommended Action:** Approve
  
5. ADDITIONAL AGENDA ITEMS
 

None

6. 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.

6.1 Comprehensive Plan Map Amendment / Zone Change Case No. ZC17-02 for property located at 3290 Boone Road SE Ward 4 – South Gateway & Southeast Mill Creek Association (SEMCA) (Olivia Glantz; [Oglantz@cityofsalem.net](mailto:Oglantz@cityofsalem.net))

**Request:** The applicant proposes to change the Comprehensive Plan Map designation of the subject property from "Industrial" to "Industrial Commercial" and change the zoning from IP (Industrial Park) to IC (Industrial Commercial). The subject property is approximately 80 acres in size, zoned IP (Industrial Park), and located at the 3290 Boone Road SE (Marion County Assessor map and tax lot number: 083W13A00100, 083W13A00200 and 083W13A00300).

**Recommended Action:** Adopt Report

6.2 Comprehensive Plan Map Amendment / Zone Change Case No. CPC-ZC17-04 for property located at 2440 McGilchrist Street SE (Chris Green; [CGreen@cityofsalem.net](mailto:CGreen@cityofsalem.net)) Ward 2 – South East Salem Neighborhood (SESNA) & Southeast Mill Creek Association (SEMCA)

**Request:** The applicant proposes to change the Comprehensive Plan Map designation of the subject property from "Industrial" to "Industrial Commercial" and change the zoning from IG (General Industrial) to IC (Industrial Commercial). The subject property is approximately 0.56 acres in size, zoned IG (General Industrial), and located at 2440 McGilchrist Street SE (Marion County Assessor map and tax lot number: 073W35DA00800).

**Recommended Action:** Adopt Report

6.3 Comprehensive Plan Map Amendment / Zone Change / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit Case No. CPC- ZC-SPR-ADJ-DAP17-03 for property located at 1011 Lancaster Drive NE Ward 6 – Northeast Salem Community Association (NESCA) & East Lancaster Neighborhood Association (ELNA) (Chris Green; [CGreen@cityofsalem.net](mailto:CGreen@cityofsalem.net))

**Request:** A consolidated application containing the following requests:

- 1) A Minor Comprehensive Plan Map Amendment to change the designation of Tax Lot 600 and the northern portion of Tax Lots 400 and 500 from "Single Family Residential" to "Commercial";
- 2) A Quasi-Judicial Zone Change to change the zoning of Tax Lot 600 and the northern portion of Tax Lots 400 and 500 from RS (Single Family Residential) to CR (Retail Commercial);
- 3) A Class 3 Site Plan Review for development of an approximately 4,683 square foot fast food restaurant with drive-through and associated improvements on the subject property;
- 4) A Class 2 Adjustment to increase the maximum number of off-street parking spaces allowed from 36 spaces, as set forth in SRC 806.015(d), to 66 spaces; and
- 5) A Class 2 Driveway Approach Permit for the proposed driveway to 39<sup>th</sup> Avenue NE.

The subject property is comprised of five contiguous tax lots, totaling approximately 1.66 acres in size and located at 1011 Lancaster Drive NE (Marion County Assessor map and tax lot numbers: 072W19CC00200, 00300, 00400, 00500, and 00600).

**Recommended Action:** Adopt Report

7. SECOND OPPORTUNITY FOR APPEARANCE OF INTERESTED CITIZENS: (Other than agenda items.)

8. PLANNING ADMINISTRATOR'S REPORT

9. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER

## **SALEM PLANNING COMMISSION**

### **PUBLIC HEARING PROCEDURES**

THE PROCESS FOR THE PUBLIC HEARING will begin with the staff presentation, followed by the applicant's case presentation (*limited to a total of 15 minutes*), neighborhood organization comments (*limited to a total of 10 minutes*), testimony of persons either in favor or opposition (*limited to 5 minutes each, discretionary*), and a rebuttal opportunity for the applicant (*limited to 5 minutes*), should opposition be raised. If attendance should warrant, the Chair may direct that a warning light on the podium be illuminated when there is one minute remaining in the allotted time. The public testimony portion will then be closed and Commission deliberation follows.

THE APPLICANT HAS THE BURDEN OF PROOF to show that the approval criteria can be satisfied by the facts. Opponents may rebut the applicant's testimony by showing alternative facts or by showing that the evidence submitted does not satisfy the approval criteria. Any participant may request that the hearing be continued or that the record be left open for submission of additional evidence or testimony. The Commission may continue the hearing to another date and time, or leave the record open to receive additional evidence or written testimony.

PLANNING COMMISSION DECISIONS are based on the criteria contained in the Salem Revised Code. Applicable criteria for each case, referenced in the public hearing notice and staff report, can be found in the Salem Revised Code. Applications may be approved, conditionally approved, or denied on the basis of conformity with the applicable criteria. Conditions of approval may be placed on an approval to ensure the proposal complies with all applicable portions of the Salem Revised Code.

ALL ISSUES MUST BE RAISED AT THE HEARING. Failure to raise an issue, accompanied by statements or evidence sufficient to afford the parties an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) on that issue. A similar failure to raise constitutional issues relating to any proposed conditions of approval precludes an action for damages in Circuit Court.

Salem Revised Code (SRC) and other informative documents may be accessed online at <http://new.cityofsalem.net/Pages/salem-revised-code.aspx>.

Planning Commission agendas and reports online can be found at <http://www.cityofsalem.net/Pages/planning-commission.aspx>.

**SALEM PLANNING COMMISSION**  
**FUTURE AGENDA ITEMS**

**NOTE:** *This schedule is tentative and subject to change.*

Updated: April 7, 2017

**May 2**

Design Review / Site Plan Review / Adjustment Case No. DR-SPR-ADJ17-02 for property located at 245 Court Street NE (Bryce Bishop; [BBishop@cityofsalem.net](mailto:BBishop@cityofsalem.net))

**Request:** A consolidated application for a proposed mixed-use development consisting of a five-story building with 40 multiple-family residential dwelling units above ground floor commercial space and parking, together with an approximate 3,307 square-foot single-story commercial retail building, on property approximately 0.53 acres in size and located at 245 Court Street NE.

The application includes the following:

- 1) A Class 3 Design Review and Class 3 Site Plan review for the proposed development; and
- 2) A Class 2 Adjustment to:
  - a) Eliminate the minimum 6-foot to 10-foot parking and vehicle use area setback required, pursuant to SRC 806.035(c)(5), between the ground-floor parking garage of the five-story building and Front Street NE;
  - b) Eliminate the minimum 5-foot parking and vehicle use area setback required, pursuant to SRC 806.035(c)(3), between the proposed surface parking lot and the northern property line;
  - c) Reduce the minimum 5-foot-wide landscape strip required, pursuant to SRC 806.035(c)(4), between the proposed surface parking lot and open parking garage near the north property line; and
  - d) Allow the proposed surface parking lot and ground floor garage parking serving the proposed multiple family residential dwelling units to be developed without a turnaround as required under SRC 806.040(a).

The subject property is zoned CB (Central Business District) within the Front Street Overlay Zone and is located at 245 Court Street NE (Marion County Assessor Map and Tax Lot Number: 073W22DC09100).

**May 16**

None.

**June 6**

Code Amendment Case No. CA16.05 Proposed code amendments updating the Chapter 900, Sign Code. (Amy Dixon; [ADIXON@cityofsalem.net](mailto:ADIXON@cityofsalem.net))

**Request:** Amendments to address the requirements for plan submittal; eliminating temporary sign permits; exempting public art and markers from sign code; establishing an adjustment process; establishing measurable brightness standards for electronic signs; renaming overlay zones to be consistent with the UDC; changing illumination requirements in the Public and Private Health zones and minor housekeeping changes.

**June 20**

None.

**July 11**

None.

**July 18**

None.