City of Salem

Hearings Officer

Community Planning and Development Department
August 12, 2026
5:30 PM – 8:30 PM
Community Room, Salem Police Department
333 Division St NE

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

AGENDA

1. Class 3 Major Historic Design Review - Residential Case No. HIS26-05 - Appeal

   a. HIS26-05 for

   Summary: A proposal to extend the front porch on the house located at 625 Church Street SE.

   Request: Class 3 Major Historic Design Review of a proposal to extend the existing front porch at 625 Church Street SE, a historic contributing property in the Gaiety Hill/Bush's Pasture Park Historic District in the RS (Single Family Residential) zone. (Marion County Assessor Map and Tax Lot Number: 073W27AC02400)

   Staff Report

   Case Manager: Jacob Morris Planner III, jjmorris@cityofsalem.net

DIGITAL MEETING ACCESS

To view this meeting LIVE on YouTube, please visit this link with your computer, tablet, or smartphone by clicking this link: https://bit.ly/planningpublicmeetings

TO PROVIDE WRITTEN TESTIMONY ON A PUBLIC HEARING ITEM: Email written testimony to the Case Manager or mail to City of Salem Planning Division, PO Box 14300, Salem, Oregon 97309. We recommend you email comments to ensure receipt before the public hearing.

To submit written comments for items not on the agenda please contact Olivia Dias, Current Planning Manager, at ODias@cityofsalem.net or 503-540-2343

Staff Reports and presentations for this meeting will be available at this link, see "Agendas and Meeting Minutes": https://www.cityofsalem.net/government/boards-commissions/hearings-officer

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 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

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 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

HEARINGS OFFICER

PUBLIC HEARING PROCEDURES

THE STATEMENT OF CRITERIA WILL BE READ BEFORE EACH HEARING

THE HEARING WILL BE CONDUCTED with the staff presentation first, followed by the applicant's case presentation (limited to a total of 15 minutes), the appellant's arguments (limited to a total of 10 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. The Hearings Officer may ask questions between or after presentations/testimony. The public testimony portion will then be closed.

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.

HEARINGS OFFICER 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:
https://www.cityofsalem.net/business/land-use-zoning