



**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
- Stephen Elzinga
- Chane Griggs, Vice President
- Ian Levin
- Brian McKinley
- Joshlene Pollock
- Ashley Schweickart
- Brandon Smith
- Drew Wright

City Staff

- Lisa Anderson-Ogilvie, AICP, Deputy Director and Planning Administrator
- Natasha Zimmerman, Deputy City Attorney
- Bryce Bishop, Planner II
- Eunice Kim, Planner III
- Angela Williamson, Staff Assistant

Next Meeting: December 4, 2018
<http://www.cityofsalem.net/Pages/salem-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, November 20, 2018
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:

October 23, 2018 Minutes (Commissioner Levin)
Recommended Action: Approve
5. ADDITIONAL AGENDA ITEMS
 - 5.1 Work Session - Amendments updating the Unified Development Code (UDC) – Part 2; (Bryce Bishop; bbishop@cityofsalem.net)

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 Class 3 Design Review / Conditional Use / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit / Case No.: DR-CU-SPR-ADJ-DAP18-06 for property located at 3355 Portland Road NE – Ward 5 – Northgate N.A.; (Olivia Glantz; OGlantz@cityofsalem.net)

Summary: A request for a Design Review, Conditional Use Permit, Site Plan Review, Class 2 Zoning Adjustment and Class 2 Driveway Approach Permit to allow a 20-unit multi-family use on the subject property.

Request: A proposed Class 3 Design Review, Conditional Use Permit, Class 3 Site Plan Review, to allow development of a 20-unit apartment complex, with a zoning adjustment for vision clearance as part of the Class 2 Driveway Approach Permit. The subject property is approximately 0.66 acres, zoned IC (Industrial Commercial) within the Portland/Fairground Road Overlay, and located in the 3355 Portland Road NE - 97301 (Marion County Assessor's Map and Tax Lot number: 073W12CC / 1500).

Hearing continued per the request of the applicant to a date certain of December 18, 2018.

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
FUTURE AGENDA ITEMS

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

December 4

- Work Session - Amendments updating the Unified Development Code (UDC) – Part 3; (Bryce Bishop; bbishop@cityofsalem.net)

December 18

- None

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://www.cityofsalem.net/Departments/Legal/Pages/SalemRevisedCodes.aspx>.

Planning Commission agendas and reports online can be found at <http://www.cityofsalem.net/Departments/CommunityDevelopment/Planning/PlanningCommission/Pages/default.aspx>.