



## 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

Dan Augustyn

Chane Griggs, President

Lisa Heller

Casey Kopcho

Ian Levin

Brian McKinley, Vice President

Joshlene Pollock

Ashley Schweickart

Michael Slater

#### City Staff

Lisa Anderson-Ogilvie, AICP, Deputy

Director and Planning Administrator

Natasha Zimmerman, Deputy City Attorney

Julie Warncke, Transportation Planning  
Manager

Brandon Pike, Planner I

Kirsten Straus, Planner I

Shelby Guizar, Admin Analyst

Zachery Cardoso, Admin Analyst

**Next Meeting:** August 4, 2020

<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.

### DIGITAL MEETING AGENDA

Tuesday, July 21, 2020

5:30 PM – 7:30 PM

ONLINE

This regular meeting of the Salem Planning Commission will take place online. If you are interested in attending, you can digitally attend the meeting using any computer, tablet, or smart phone. You can also call in to the meeting using any phone with the information provided below.

Staff Reports and presentations for this meeting will be available at this link, see "Agendas and Meeting Minutes":

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

### DIGITAL MEETING INFORMATION

To view and/or listen to this hearing Live on YouTube, please visit the link below;

<http://bit.ly/planningpublicmeetings>

To submit written comments for items not on the agenda please contact Shelby Guizar, Administrative Analyst I, at [sguizar@cityofsalem.net](mailto:sguizar@cityofsalem.net) or 503-540-2315.

To submit comments regarding agenda items, please contact the case manager listed next to the case being presented.

*The City of Salem and the Salem Planning Commission thanks you for your support in slowing the spread of COVID-19 by viewing this public meeting digitally.*

**MEETING AGENDA**  
**SALEM PLANNING COMMISSION**

Tuesday, July 21, 2020  
5:30 PM – 7:30 PM  
ONLINE

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1. CALL TO ORDER

1.1 New Commissioner Oath of Office

2. ROLL CALL

3. PUBLIC COMMENT: 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: July 7, 2020 Minutes (Schweickart)

**Recommended Action:** Approve

4.2 Resolutions: None

4.3 Action Items: Transportation Growth Management Grant letter support for Urban Trails Plan

**Recommended Action:** Authorize President Griggs to sign the letter supporting grant application

5. 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):

5.1 **Deliberations Only** Class 3 Design Review, Conditional Use, Class 3 Site Plan Review and Class 2 Driveway Approach Permit for 5611 Woodside Drive; Ward 4 – South Gateway Neighborhood Association (SGNA); Brandon Pike, [bpike@cityofsalem.net](mailto:bpike@cityofsalem.net)

SUMMARY: An application to develop an 18-unit multiple family residential development, with associated site improvements.

REQUEST: A conditional use permit, Class 3 design review, Class 3 site plan review, and Class 2 driveway approach permit application for a new multiple family residential development consisting of two 9-unit buildings, with associated site improvements including an off-street parking area and common open space. The application also includes a Class 2 adjustment request to:

- 1) Reduce the minimum number of required off-street parking spaces from 27 to 26; and
- 2) Reduce the minimum spacing between the proposed driveway approach and Woodside Drive SE from 370 feet to approximately 200 feet.

For property approximately 0.67 acres in size, zoned IC (Industrial Commercial), and located at 5611 Woodside Drive SE (Marion County Assessor map and tax lot number(s): 083W14CB / 02400).

**Recommended Action:** Adopt Report

5.2 **Deliberations Only APPEAL** of Partition for 3121 Blossom Drive NE; Ward 5 – Northgate Neighborhood Association; Brandon Pike, [bpike@cityofsalem.net](mailto:bpike@cityofsalem.net)

SUMMARY: Appeal of the Planning Administrator’s decision approving a tentative partition to divide approximately 5.94 acres into three parcels.

REQUEST: Appeal of the *Planning Administrator’s* decision approving a tentative partition to divide approximately 5.94 acres into three parcels, with Parcel 1 consisting of 2.49 acres, Parcel 2 consisting of 1.21 acres, and Parcel 3 consisting of 2.21 acres. Proposed Parcel 3 would retain the existing buildings. The subject property is zoned IG (General Industrial) and located at 3121 Blossom Drive NE (Marion County Assessor map and tax lot number(s): 073W01A / 01800 and 01900).

**Recommended Action:** Adopt Report

- 6. SPECIAL ORDERS OF BUSINESS: None
- 7. INFORMATION REPORTS: None
- 8. PUBLIC COMMENT (other than agenda items)
- 9. PLANNING ADMINISTRATOR’S REPORT
- 10. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER
- 11. ADJOURNMENT

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**SALEM PLANNING COMMISSION  
FUTURE AGENDA ITEMS**

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

August 4, 2020

- Comprehensive Plan Change, Neighborhood Plan Change, Zone Change for 2400 Block of Commercial Street NE and Liberty Street NE (Bryce Bishop, [bbishop@cityofsalem.net](mailto:bbishop@cityofsalem.net)); Summary: A Minor Comprehensive Plan Map Amendment, Neighborhood Plan Map Amendment, and Zone Change from CG (General Commercial) and RM-II (Multiple Family Residential) to PS (Public Service).

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**SALEM PLANNING COMMISSION  
PUBLIC HEARING PROCEDURES**

THE HEARING WILL BE CONDUCTED with the staff presentation first, followed by the applicant’s case, and questions from the Commissioners. Due to the Covid-19 pandemic, testimony from neighborhood organizations, persons in favor or opposition, and rebuttal by the applicant will be limited to written testimony. The record will be held open to allow for additional written testimony. Please direct any additional comments to the Case Manager.

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