



## 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

Dan Atchison, City Attorney  
Lisa Anderson-Ogilvie, AICP, Deputy  
Director and Planning Administrator  
Olivia Dias, Planner III  
Robert Romanek, Parks Planner III  
Shelby Guizar, Admin Analyst  
Zachery Cardoso, Admin Analyst

**Next Meeting:** September 15, 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, September 1, 2020

5:30 PM – 7:30 PM

ONLINE

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 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 AT THIS MEETING: Email written testimony to the Case Manager or mail to City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. We recommend you email comments to ensure receipt before the public hearing.

TO SIGN UP TO PROVIDE IN-PERSON TESTIMONY: You may provide testimony digitally at the public hearing. To sign up to provide live testimony during a public hearing, please email [sguizar@cityofsalem.net](mailto:sguizar@cityofsalem.net) or call 503-540-2315 by September 1, 2020 at 3:00p.m.

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

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.

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

Tuesday, September 1, 2020

5:30 PM – 7:30 PM

ONLINE

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1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT (for items not already on the agenda)

Please contact Shelby Guizar, Admin Analyst I at [sguizar@cityofsalem.net](mailto:sguizar@cityofsalem.net), 503-540-2315, or City of Salem Planning, Attn: Shelby Guizar, 555 Liberty St SE Rm 305, Salem OR 97301 to provide written testimony or sign up to provide in-person testimony.

4. CONSENT CALENDAR (includes approval of minutes, adoption of routine items requiring Commission action)

4.1 Approval of Minutes: August 18, 2020 Minutes (Slater)

**Recommended Action:** Approve

4.2 Resolutions: None

4.3 Action Items: None

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 Minor Comprehensive Plan Map Amendment, Minor Neighborhood Plan Map Amendment, and Quasi-Judicial Zone Change Case No. CPC-NPC-ZC20-05 for 2373 Kuebler Road S; Ward 7 – Sunnyslope Neighborhood Association; Olivia Dias, [odias@cityofsalem.net](mailto:odias@cityofsalem.net)

SUMMARY: A Minor Comprehensive Plan Map Amendment, Neighborhood Plan Map Amendment, and Zone Change from POS (Public Open Space) and PA (Public Amusement) to CSE (Community Service Education) and PE (Public and Private Educational Service).

REQUEST: A consolidated Minor Comprehensive Plan Map Amendment from Public Open Space to “Community Service Education”, Minor Neighborhood Plan Map Amendment to School, and Zone Change from PA (Public Amusement) to PE (Public and Private Educational Service) for properties totaling approximately 43.18 acres in size (Sprague High School) and located 2373 Kuebler Road S (Marion County Assessor Map and Tax Lot Numbers: 083W08 / 0100 and 083W08 / 300).

**Recommended Action:** Adopt Report

6. SPECIAL ORDERS OF BUSINESS: None

7. INFORMATION REPORTS: Climate Action Plan Committee Appointment

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.*

September 15, 2020

- Comprehensive Plan Change, Neighborhood Plan Change, Zone Change Case No. CPC-NPC-ZC20-06 for 4120 Kurth St S (Bryce Bishop, [bbishop@cityofsalem.net](mailto:bbishop@cityofsalem.net)) Summary: A Minor Comprehensive Plan Map Amendment, Neighborhood Plan Map Amendment, and Zone Change from RS (Single Family Residential) to RM-II (Multiple Family Residential).
- Comprehensive Plan Change, Neighborhood Plan Change, Zone Change, Site Plan Review, Adjustment, Design Review Case No. CPC-NPC-ZC-SPR-ADJ-DR20-03 for 905 & 925 Cottage Street NE (Olivia Dias, [odias@cityofsalem.net](mailto:odias@cityofsalem.net)); Summary: A consolidated application to change the Comprehensive Plan Map Designation, Neighborhood Plan Change, and Zone Change of an approximately 0.30-acre land area from Single Family Residential with RS (Single Family Residential) zoning to Multiple Family with RH (Residential High-Rise) zoning, including a Class 3 Site Plan Review, Class 1 Design Review, and five Class 2 Adjustments for the development of 19 multi-family units.

October 6, 2020

- APPEAL of Subdivision, Urban Growth Preliminary Declaration, Adjustment Case No. SUB-UGA-ADJ20-04 (Olivia Dias, [odias@cityofsalem.net](mailto:odias@cityofsalem.net)); Summary: An appeal of a subdivision tentative plan and urban growth preliminary area declaration to divide approximately 14.17 acres into 31 lots.

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