



**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
Olivia Dias, Planner III
Shelby Guizar, Admin Analyst
Zachery Cardoso, Admin Analyst

Next Meeting: October 6, 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 15, 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 or call 503-540-2315 by September 15, 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 or 503-540-2315.

MEETING AGENDA
SALEM PLANNING COMMISSION

Tuesday, September 15, 2020

5:30 PM – 7:30 PM

ONLINE

1. CALL TO ORDER

2. ROLL CALL

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

Please contact Shelby Guizar at 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: September 1, 2020 Minutes (Augustyn)

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 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; Ward 1 – Grant Neighborhood Association; Olivia Dias, 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.

REQUEST: 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. The application includes a Class 3 Site Plan Review, Class 1 Design Review to develop a 19-unit multi-family complex and five Class 2 Adjustments to:

- 1) Setback adjustment from 12-feet abutting a street (including special setback) to 4.25-feet for ADA landing (SRC 515.010(b)).
- 2) Reduce overall common space 3,870 square feet to 3,331 square feet. (SRC 702.020(a)(1))
- 3) Reduce the common open space dimension standard reduced from 25-feet on all sides to 20-feet. (SRC 702.020(a)(1)(A))
- 4) Reduce windows in all habitable rooms, other than bathrooms, on each wall that faces common open space, parking areas, and pedestrian paths to encourage visual surveillance of such areas and minimize the appearance of building bulk to only provide windows on one wall. (SRC 702.020(c)(1))
- 5) To allow the building to not provide an architectural detail which is intended to visually break up the buildings vertical mass, the first floor of each building, except for single-story buildings, shall be distinguished from its upper floors. (SRC 702.020(e)(10))

The subject site is an approximately 0.30 acres in size, zoned RS (Single Family Residential), and located at 905 and 925 Cottage Street NE (Marion County Assessor map and tax lot number: 073W23CB / 14301 and 073W23CB/ 14300).

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

**SALEM PLANNING COMMISSION
FUTURE AGENDA ITEMS**

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

October 6, 2020

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

**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>.