



**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
- Michael Slater

City Staff

- Bryce Bishop, Planner III
- Lisa Anderson-Ogilvie, AICP, Deputy Director and Planning Administrator
- Shelby Guizar, Admin Analyst
- Thomas Cupani, Deputy City Attorney

Next Regularly Scheduled Meeting: August 17, 2021

<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.

SPECIAL DIGITAL MEETING AGENDA

Monday, August 16, 2021

5:30 PM – 7:30 PM

ONLINE

Staff Reports 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 FOR 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 no later than 3:00 p.m. on August 16, 2021.

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

Monday, August 16, 2021

5:30 PM – 7:30 PM

ONLINE

1. CALL TO ORDER
2. ROLL CALL
3. CONSENT CALENDAR (includes approval of minutes, adoption of routine items requiring Commission action)
 - 4.1 Approval of Minutes: None
 - 4.2 Resolutions: None
 - 4.3 Action Items: None
4. 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): None
5. SPECIAL ORDERS OF BUSINESS:
 - 5.1 Unified Development Code (UDC) Amendment Work Session – Bryce Bishop, Planner III, bbishop@cityofsalem.net
6. PUBLIC COMMENT (agenda items other than public hearings, deliberations, and the merits of land use issues that are reviewable by the Planning Commission at public hearings)

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.
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.*

August 17, 2021

- Class 3 Design Review, Class 3 Site Plan Review, Class 2 Adjustment, and Class 2 Driveway Approach Permit Case No. DR-SPR-ADJ-DAP21-03 for 454 Church Street NE; Steven McAtee, smcatee@cityofsalem.net; Summary: A proposed three-story mixed-use building with proposed retail and office uses and 20 units of multi-family housing.
- Appeal of Planning Administrator’s decision on Fairview Refinement Plan Minor Amendment Case No. FRPA21-01 Pringle Creek Community Refinement Plan; Bryce Bishop, bbishop@cityofsalem.net; Summary: A proposed minor amendment to the Pringle Creek Community Refinement Plan clarifying the minimum and maximum number of allowed residential units, updating minimum and maximum planned commercial square footages, and reducing minimum building frontage requirements in certain areas.

September 7, 2021

- **Deliberations Only** Comprehensive Plan Change and Zone Change Case No. CPC-ZC21-03 for 1055 Schurman Drive S; Steven McAtee, smcatee@cityofsalem.net; Summary: Proposed Minor Comprehensive Map Amendment to change a 1.87 acre property from SF (Single Family Residential) to MF (Multiple Family Residential) and a Quasi-Judicial Zone Change from RS (Single Family Residential) to RM-II (Multiple Family Residential) for the future development of a multi-family complex.

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:

<https://www.cityofsalem.net/Pages/salem-revised-code.aspx>

Planning Commission agendas and reports online can be found at: <https://www.cityofsalem.net/Pages/salem-planning-commission.aspx>.