

MINUTES
SALEM PLANNING COMMISSION **Reviewer: Pollock**
FINAL **May 19, 2020**

COMMISSIONERS PRESENT

Chane Griggs, President
Lisa Heller
Ian Levin
Brian McKinley, Vice President
Joshlene Pollock
Ashley Schweickart
Michael Slater

COMMISSIONERS ABSENT

Casey Kopcho, excused

STAFF PRESENT

Lisa Anderson-Ogilvie,
Deputy CD Director and
Planning Administrator
Natasha Zimmerman, Deputy
City Attorney
Olivia Dias, Planner III
Bryce Bishop, Planner II
Aaron Panko, Planner III
Shelby Guizar, Admin Analyst
Kirsten Straus, Planner I

Note: This meeting was held digitally during the home quarantine imposed by the Governor to stem the spread of the Covid-19 virus. All attendees were virtual.

1. CALL TO ORDER

President Chane Griggs called the meeting to order at 5:30 P.M.

2. ROLL CALL

Roll was taken and with quorum established, President Griggs proceeded with the meeting.

- 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.

- None

4. CONSENT CALENDAR:

4.1 Approval of Minutes

May 5, 2020 Minutes (Commissioner Heller)
Recommended Action: Approve

Motion: Move to approve the minutes.

Motion by: Commissioner Heller
Seconded by: Commissioner Pollock

Questions or Comments by: Commissioner Schweickart

Vote: Aye: Griggs, Heller, McKinley, Pollock, Slater
Nay: 0
Abstentions: Schweickart
Absent: Kopcho, Levin

Action: Moved to approve the minutes.

VOTE:

Yes 5 No 0 Abstain 1 (Schweickart) Absent 2 (Kopcho, Levin)

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.

President Griggs read the following statement into the record: “I would like to note for the record, that it is possible that individuals I had, have, or could have a business relationship with may be participating in tonight’s decision-making process. I am currently unaware of any such individual’s intent to participate, but will advise the Commission at my first opportunity if my situation should change. I make this disclosure to fulfill the requirements of Section 62 of the City of Salem Charter.” President Griggs asked all Commissioners who would like to make that statement to raise their hands. Commissioners Griggs, Heller, McKinley, Pollock, Schweickart, and Slater raised their hands.

5.1 Comprehensive Plan Change / Zone Change Case CPC-ZC20-02 for property located at 2575 Center St NE; Ward 2 – North East Salem Community Association (NESCA) and North East Neighbors (NEN); Aaron Panko, apanko@cityofsalem.net

For the record, Commission Levin logged on during the Staff presentation.

SUMMARY: A Minor Comprehensive Plan Map Amendment and Zone Change from PH (Public and Private Health Services) to MU-I (Mixed Use-I).

REQUEST: A Minor Comprehensive Plan Map Amendment from CSH (Community Services Health) to Mixed Use and a Zone Change from PH (Public and Private Health Services) to MU-I (Mixed Use-I) for a 14.94 acre portion of property approximately 47.37 acres in size, and located at 2575 Center Street NE - 97301 (Marion County Assessors Map and Tax Lot number: 073W24C / 00100).

Case Manager, Aaron Panko, entered the presentation, staff report, all attachments and written testimony into the record and proceeded with the presentation.

Recommended Action: Staff recommends that the Planning Commission adopt the facts and findings of the staff report and take the following actions for the subject property approximately 47.37 acres in size, designated “Community Services - Health” on the Plan Map, zoned PH (Public and Private Health Services), and located at 2575 Center Street NE - 97301 (Marion County Assessor’s Map and Tax Tot number: 073W24C / 00100).

- A. APPROVE Minor Comprehensive Plan Map Amendment from “Community Services - Health” to “Mixed-Use”.
- B. APPROVE Zone Change from PH (Public and Private Health Services) to MU-I (Mixed Use-I), subject to the following conditions of approval:

Condition 1: The applicant shall provide a copy of the Historic Clearance Review approval letter from the Oregon State Historic Preservation Office authorizing the proposed ground disturbing activity on this site prior to issuance of grading and building permits for adaptive reuse, alterations or new construction within the subject property.

Condition 2: Proposed adaptive reuse or alterations of the Dome Building as a result of any change of use shall be subject to Historic Design Review before the Historic Landmarks Commission to ensure development proposals are compatible with the remaining buildings in the Historic District.

Questions or Comments for Staff by Commissioners: Commissioners Griggs, Pollock, Heller, Schweickart

Commissioner Pollock typed her question into the chat function of the GoTo Meeting because it was difficult to hear her through the web connection. See Attachment A.

Presentation from the applicant: Brad Kilby, HHPR, on behalf of the State of Oregon – DAS

Questions or Comments for the applicant by Commissioners: Commissioner Pollock, Schweickart, Slater

Additional Questions or Comments for Staff by Commissioners: None

With no further questions of Staff, Commissioner Griggs closed the public hearing at 6:07 p.m.

At this time, the Planning Commission left the written record open for the next seven days. Comments are due by May 26, 2020 at 5:00 P.M. The applicant has until June 2, 2020 at 5:00 P.M. to submit rebuttal.

Testifying Parties: Anyone interested in testifying was instructed to email or mail their comments to the case manager by May 26, 2020 by 5:00 P.M. No in person testimony was accepted at this digital hearing.

5.2 DELIBERATIONS ONLY Comprehensive Plan Change / Zone Change Case CPC-ZC20-01 for property located at 4423 Burrignt Lane SE; Ward 3 – Southeast Mill Creek Association (SEMCA); Bryce Bishop, bbishop@cityofsalem.net

SUMMARY: A Minor Comprehensive Plan Map Amendment and Zone Change from IG (General Industrial) to IC (Industrial Commercial).

REQUEST: A consolidated Minor Comprehensive Plan Map Amendment from “Industrial” to “Industrial Commercial” and Zone Change from IG (General Industrial) to IC (Industrial Commercial) for property approximately 10.46 acres in size and located at 4423 Burrignt Lane SE (Marion County Assessor Map and Tax Lot Number: 082W07C02100).

At this time, Case Manager Bryce Bishop summarized the case proceedings and entered comments received during the comment period from the applicant into the record.

Commissioner Schweickart stated that she had watched the recording of the last meeting and felt comfortable voting during these deliberations.

Recommended Action: Staff recommends that the Planning Commission adopt the facts and findings of the staff report and take the following action for the subject property approximately 10.46 acres in size, designated “Industrial” on the Comprehensive Plan Map, zoned IG (General Industrial), and located at 4423 Burrignt Lane SE (Marion County Assessor Map and Tax Lot Number: 082W07C02100):

- A. **APPROVE** the Minor Comprehensive Plan Map Amendment from “Industrial” to “Industrial Commercial;” and
- B. **APPROVE** the Zone Change from IG (General Industrial) to IC (Industrial Commercial) subject to the following condition of approval:

Condition 1: The transportation impacts from the 10.46-acre site shall be limited to a maximum cumulative total of 6,200 vehicles per day.

Questions or Comments for Staff by Commissioners: Commissioners Slater, Pollock

At this time, Commissioner McKinley made a motion:

Motion: Move to adopt staff recommendation.

Motion by: Commissioner McKinley

Seconded by: Commissioner Heller

Comments: Commissioner Pollock, Slater, Schweickart

Vote:

Aye: Griggs, Heller, Levin, McKinley, Pollock, Schweickart, Slater

Nay: 0

Abstentions: 0

Absent: Kopcho

Action: Moved to approve staff recommendation.

VOTE:

Yes 7 No 0 Abstain 0 Absent 1 (Kopcho)

5.3 DELIBERATIONS ONLY Class 3 Design Review / Class 3 Site Plan Review / Class 2 Adjustment / Class 2 Driveway Approach Permit Case DR-SPR-ADJ-DAP20-01 – 685 Court ST NE; Ward 1 – Central Area Neighborhood Development Organization (CANDO); Olivia Dias, odias@cityofsalem.net

At this time, Case Manager Olivia Dias summarized the case proceedings. No comments were received during the comment period.

Commissioner Schweickart stated that she had watched the recording of the last meeting and felt comfortable voting during these deliberations.

SUMMARY: A consolidated application for the redevelopment of the YMCA.

REQUEST: A consolidated application for the redevelopment of the YMCA (recreational and cultural community service) consisting of the proposed three-story, 53,599 square foot building and vehicle use area, and modifications to driveways on Cottage Street and Chemeketa Street.

The application includes the following:

- 1) A Class 3 Design Review and Class 3 Site Plan review for the proposed building;
- 2) A Class 2 Driveway Approach Permit for the proposed driveway onto Cottage Street; and
- 3) A Class 2 Adjustment to:
 - a) Allow portions of the proposed building adjacent to Court Street NE, and Cottage Street NE to be setback less than 5 ft. as required under SRC 522.010(b);
 - b) Reduce the minimum six to ten-foot vehicle use area setback required to zero feet, pursuant to SRC 806.035(c)(2) to the property line abutting Cottage Street NE;
 - c) Reduce the minimum six to ten-foot vehicle use area setback required to two feet, pursuant to SRC 806.035(c)(2) to the property line abutting Chemeketa Street NE;
 - d) Reduce 15 percent landscaping for the development to 5 percent.
 - e) Reduce required parking spaces from 153 spaces to 78 spaces, with 40 spaces across Cottage Street NE; and
 - f) Eliminate the required four-foot wall required for Vehicle Use Areas abutting a street setback less than 10-feet.

The subject property is approximately 0.33 acres in size, zoned CR (Retail Commercial) within the General Retail/Office Overlay Zone, located at 299 Cottage Street NE and 685-695 Court Street SE (Marion County Assessor Map and Tax Lot Number: 073W27AA / 1800 073W27AA / 1600 073W27AA / 1500 and 073W27AA / 1400).

Recommended Action: Staff recommends that the Planning Commission adopt the facts and findings of the staff report and take the following action for the subject property located at 299 Cottage Street NE 685-695 Court Street SE (Marion County Assessor Map and Tax Lot Number: 073W27AA / 1800 073W27AA / 1600 073W27AA / 1500 and 073W27AA / 1400

A. **APPROVE** the Class 3 Design Review for the proposed development, subject to the following conditions of approval:

Condition 1: The proposed building shall have 65% of ground floor windows be transparent and shall not be mirrored or treated to block visibility.

B. **APPROVE** the Class 3 Site Plan Review for the proposed development, subject to the following conditions of approval:

Condition 2: The trash/recycling area shall conform to the solid waste service area standards of SRC 800.055.

Condition 3: The applicant shall install a minimum of four street trees along the property frontages.

Condition 4: Replace nonconforming portions of existing sidewalk along the frontage of the property, pursuant to SRC 78.180(a).

Condition 5: Reconstruct existing curb cuts that will no longer access a vehicle use area and re-stripe on-street parking.

C. **APPROVE** the Class 2 Adjustment to:

- a. Allow portions of the proposed building adjacent to Court Street NE, and Cottage Street NE to be setback less than 5 ft. as required under SRC 522.010(b);
- b. Reduce the minimum six to ten-foot vehicle use area setback required to zero feet, pursuant to SRC 806.035(c)(2) to the property line abutting Cottage Street NE;
- c. Reduce the minimum six to ten-foot vehicle use area setback required to two feet, pursuant to SRC 806.035(c)(2) to the property line abutting Chemeketa Street NE;
- d. Reduce 15 percent landscaping for the development to 5 percent.
- e. Reduce required parking spaces from 153 spaces to 78 spaces, with 40 spaces across Cottage Street NE; and
- f. Eliminate the required four-foot wall required for Vehicle Use Areas abutting a street setback less than 10-feet, subject to the following conditions:

Condition 6: All landscaping provided shall meet a minimum of one plant unit per 16 square feet of landscaped area. The landscaping plan shall provide at least 40% of all plant units in shade trees.

Condition 7: Any plant units designated to trees abutting the streets shall be 'Shade Trees'.

D. **APPROVE** the Class 2 Driveway approach permit for the proposed development.

Questions or Comments for Staff by Commissioners: Commissioner Pollock

At this time, Commissioner McKinley made a motion:

Motion: Move to adopt staff recommendation.

Motion by: Commissioner McKinley

Seconded by: Commissioner Levin

Comments: Commissioner Griggs, Schweickart, Pollock, Levin

Vote:

Aye: Griggs, Heller, Levin, McKinley, Pollock, Schweickart, Slater

Nay: 0

Abstentions: 0

Absent: Kopcho

Action: Moved to approve staff recommendation.

VOTE:

Yes 7 No 0 Abstain 0 Absent 1 (Kopcho)

6. SPECIAL ORDERS OF BUSINESS: None

7. INFORMATION REPORTS: None

8. PUBLIC COMMENT (other than agenda items): None

9. PLANNING ADMINISTRATOR’S REPORT


- Though the fly sheet for June 2 indicates no items, the Planning Commission will be having deliberations for the Public Hearing for item 5.1, which had its public hearing tonight.
- The Planning division will be switching to Zoom from GoTo Meeting virtual meeting software to allow for streaming meetings via YouTube to the public.
- The Planning division hired a new Administrative Analyst, Shelby Guizar, who was introduced to the Commission.
- Commissioner Griggs asked a question about which Neighborhood Association will eventually absorb the North Campus location that was the subject of item 5.1, as it currently is not part of a neighborhood association. The Planning Administrator indicated that the location will likely be absorbed into NESCA.
- Eunice Kim, Long Range Planning Manager, is conducting more Our Salem meetings with small groups of City Councilors and Planning Commissioners, in lieu of the originally planned larger work session.

10. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER: None

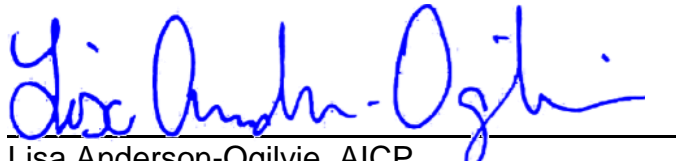
11. ADJOURNMENT:

There being no further business for the record, the meeting was adjourned at 6:30 P.M.

SUBMITTED:


Chane Griggs, President
Salem Planning Commission

ATTESTED:


Lisa Anderson-Ogilvie, AICP
Deputy Community Development Director and
Planning Administrator

Salem Planning Commission Meeting
May 19, 2020
Virtual Meeting

Chat Log

Ashley Schweickart (to Everyone): 5:32 PM: comment!

Ian Levin (to Organizer(s) Only): 5:36 PM: I am present

Joshlene Pollock (to Everyone): 5:36 PM: question/verification

Chane (to Everyone): 5:36 PM: got it Josh

Lisa Heller (to Everyone): 5:45 PM: I have a Q

VP McKinley (to Everyone): 5:46 PM: I can't hear her

Joshlene Pollock (to Everyone): 5:47 PM: Regarding the Public

Ashley Schweickart (to Everyone): 5:48 PM: I have a question for Aaron

Joshlene Pollock (to Everyone): 5:48 PM: Regarding the public comments. How will you communicate to that person that the issues should be raised at both open houses and other public hearing options.

Joshlene Pollock (to Everyone): 5:51 PM: Also, the property north has a pedestrian walkway that stops at the border of t his property. How or when can we assure this

Joshlene Pollock (to Everyone): 5:51 PM: will be included in future development

Joshlene Pollock (to Everyone): 5:52 PM: I really would like this to be locked in

Joshlene Pollock (to Everyone): 5:53 PM: justsaying

Joshlene Pollock (to Everyone): 5:59 PM: Question for Applicant. How do you feel about a requirement to extend the pedestrian walkway stemming from the north property through Lot 1 to center street ne.

Ashley Schweickart (to Everyone): 6:01 PM: I have a comment for the applicant

Chane (to Everyone): 6:02 PM: got Pollack then Schweickart

Mike Slater (to Everyone): 6:02 PM: Does the applicocant have a tree inventory and valuation?

Chane (to Everyone): 6:03 PM: got you down Mike

Lisa Heller (to Everyone): 6:03 PM: THX Mike

Ashley Schweickart (to Everyone): 6:08 PM: comment on item 5.2

Chane (to Everyone): 6:08 PM: got it ashley

Chane (to Everyone): 6:08 PM: ? for Bryce or comment in deliberation

Mike Slater (to Everyone): 6:09 PM: Could I be reminded if the existing oak grove is protected?

Chane (to Everyone): 6:10 PM: got you down Mike

Joshlene Pollock (to Everyone): 6:10 PM: I want to try and speak again. If does not work out. Please read following:

Joshlene Pollock (to Everyone): 6:13 PM: 1. It is compelling that this minor change as already predominantly IC. Also, the traffic will not be going through neighborhoods and will generate less traffic

Joshlene Pollock (to Everyone): 6:13 PM: Thought we were in deliberations

Lisa Heller (to Everyone): 6:15 PM: I agree

Joshlene Pollock (to Everyone): 6:15 PM: Wouldnt the existing tree codes protect these trees?

Ian Levin (to Everyone): 6:15 PM: isnt this covered by the tree ordinance? Per the comments from Bryce

Joshlene Pollock (to Everyone): 6:17 PM: aye

Ashley Schweickart (to Everyone): 6:19 PM: comment on Item 5.3

Joshlene Pollock (to Everyone): 6:20 PM: My big issue is to fix the problem where there is a gap that does not give precedent to overlay zone

Joshlene Pollock (to Everyone): 6:20 PM: excellent

Ashley Schweickart (to Everyone): 6:21 PM: I have a comment

Joshlene Pollock (to Everyone): 6:22 PM: Mirror President Griggs comment, especial that there is one less swimming pool and no child care at this site.

Ian Levin (to Everyone): 6:22 PM: comment

Chane (to Everyone): 6:22 PM: got it Ian

Joshlene Pollock (to Everyone): 6:23 PM: Also like the driveway

location with additional parking with appropriate landscape. Additionally, the applicant agreed with Condition for input of trees on frontage

Joshlene Pollock (to Everyone): 6:27 PM: Welcome Shelby