



NOTICE of FILING

LAND USE REQUEST AFFECTING THIS AREA

There is a development proposal for the property listed in this notice and shown on the attached map. The City is seeking input from neighbors on the proposal. If you have questions or comments about the proposal, contact the case manager.

Esta carta es un aviso sobre una propuesta de desarrollo para la propiedad enumerada y que se muestra en el mapa adjunto. La ciudad está buscando la opinión de los vecinos sobre la propuesta. Si tiene preguntas o comentarios sobre la propuesta, póngase en contacto con nosotros al 503-588-6213.

CASE NUMBER:	Manufactured Home Park / Class 2 Adjustment / Property Boundary Verification Case No. MHP-ADJ-PBV20-01
PROPERTY LOCATION:	2200 Lancaster Dr SE, Salem OR 97317
NOTICE MAILING DATE:	December 7, 2020
PROPOSAL SUMMARY:	A proposal for the expansion of an existing mobile home park.
COMMENT PERIOD:	All written comments must be submitted to City Staff no later than 5:00 p.m., Monday, December 21, 2020. Please direct any questions and/or comments about the case to the Case Manager listed below.
CASE MANAGER:	Olivia Dias, Current Planning Manager , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2343; E-mail: odias@cityofsalem.net
NEIGHBORHOOD ASSOCIATION:	<i>Neighborhood associations are volunteer organizations of neighbors coming together to make neighborhoods the best they can be. They receive notice of land use applications within their boundaries, and they often submit comments on the applications to the City. Neighborhood association meetings are open to everyone. Contact your neighborhood association to get involved:</i> Southeast Mill Creek Association (SEMCA), Alan Rasmussen, Land Use Chair; Phone: 503-930-1968; Email: arasmussen@modernbuildingsystems.com .
ACCESS:	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
CRITERIA TO BE CONSIDERED:	Salem Revised Code (SRC) Chapter(s) 235.010(d) – Manufactured Dwelling Park permit; 250.005(d)(2) – Class 2 Adjustments; 205.065(d) – Property Boundary Verification Salem Revised Code (SRC) is available to view at this link: http://bit.ly/salemorcode . Type in the chapter number(s) listed above to view the applicable criteria.

PROPERTY OWNER(S):	CPI Sundial Owner LLC (John Weber, Robert Ingato)
APPLICANT(S):	Josh Wells, West Tech Engineering, on behalf of Ross Rongner, First Commercial Properties
PROPOSAL REQUEST:	<p>A Manufactured Home Park permit to demo an existing mobile home park and redevelop with Manufactured Home units, to refurbish existing clubhouse building, and to construct a security fence and gates. The applicant is seeking a Class 2 Adjustment to fence height standards, a Class 2 Adjustment to the fence opacity standard, and a Property Boundary Verification to establish the outside boundary of two or more contiguous units of land held under the same ownership as the property line for purposes of application of the Building Code.</p> <p>The property is zoned RM-II (Multiple Family Residential -II) and RA (Residential Agriculture) and located at 2200 Lancaster Drive SE (082W06AC / 2500, 082W06A / 100, 082W06AC / 2600 and 082W06A / 200).</p>
APPLICATION PROCESS:	<p>Following the close of the Public Comment Period, a decision will be issued and mailed to the applicant, property owner, affected neighborhood association, anyone who submitted written comments, and anyone who received notice of the land use request.</p> <p>Failure to raise an issue in writing prior to the close of the Public Comment Period with sufficient specificity to provide the opportunity to respond to the issue, precludes appeal to the Land Use Board of Appeals (LUBA) on this issue. A similar failure to raise constitutional issues relating to proposed conditions of approval precludes an action for damages in circuit court.</p>
MORE INFORMATION:	<p>Documents and evidence submitted by the applicant are available for review and paper copies can be obtained at a reasonable cost. You can also find out more information about the status of the proposed application on the City's online Permit Application Center at https://permits.cityofsalem.net. Just enter the permit number listed here: 20 114456, 20 113768, 20 115560</p>

PLEASE PROMPTLY FORWARD A COPY OF THIS NOTICE TO ANY OTHER OWNER, TENANT OR LESSEE
For more information about Planning in Salem:
<http://www.cityofsalem.net/planning>

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, and related statutes and regulations, in all programs and activities. Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available upon request. To request such an accommodation or interpretation, contact the Community Development Department at 503-588-6173 at least three business days before this meeting or event.

TTD/TTY telephone 503-588-6439 is also available 24/7

REQUEST FOR COMMENTS

Si necesita ayuda para comprender esta informacion, por favor llame 503-588-6173

REGARDING: Manufactured Home Park / Class 2 Adjustment / Property Boundary Verification Case No. MHP-ADJ-PBV20-01

PROJECT ADDRESS: 2200 Lancaster Dr SE, Salem OR 97317

AMANDA Application No.: 20-114456-LD, 20-113768-ZO, 20-115560-LD

COMMENT PERIOD ENDS: December 21, 2020

SUMMARY: A proposal for the expansion of an existing mobile home park.

REQUEST: A Manufactured Home Park permit to demo an existing mobile home park and redevelop with Manufactured Home units, to refurbish existing clubhouse building, and to construct a security fence and gates. The applicant is seeking a Class 2 Adjustment to fence height standards, a Class 2 Adjustment to the fence opacity standard, and a Property Boundary Verification to establish the outside boundary of two or more contiguous units of land held under the same ownership as the property line for purposes of application of the Building Code.

The property is zoned RM-II (Multiple Family Residential -II) and RA (Residential Agriculture) and located at 2200 Lancaster Drive SE (082W06AC / 2500, 082W06A / 100, 082W06AC / 2600 and 082W06A / 200).

The Planning Division is interested in hearing from you about the attached proposal. Staff will prepare a Decision that includes consideration of comments received during this comment period. We are interested in receiving pertinent, factual information such as neighborhood association recommendations and comments of affected property owners or residents. The complete case file, including all materials submitted by the applicant and any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports, are available upon request.

Comments received by 5:00 p.m., Monday, December 21, 2020, will be considered in the decision process. Comments received after this date will be not considered. ****PLEASE NOTE: City offices have very limited staffing due to COVID-19. To ensure that your comments are received by the deadline, we recommend that you e-mail your comments to the Case Manager listed below.****

CASE MANAGER: Olivia Dias, Current Planning Manager, Phone: 503-540-2343; E-Mail: odias@cityofsalem.net.

For information about Planning in Salem, please visit: <http://www.cityofsalem.net/planning>

PLEASE CHECK THE FOLLOWING THAT APPLY:

- 1. I have reviewed the proposal and have no objections to it.
- 2. I have reviewed the proposal and have the following comments: _____

Name/Agency: _____

Address: _____

Phone: _____

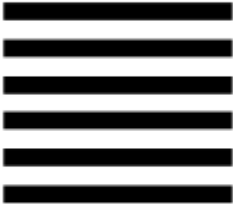
Email: _____

Date: _____

IMPORTANT: IF YOU MAIL COMMENTS, PLEASE FOLD AND RETURN THIS POSTAGE-PAID FORM



NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES



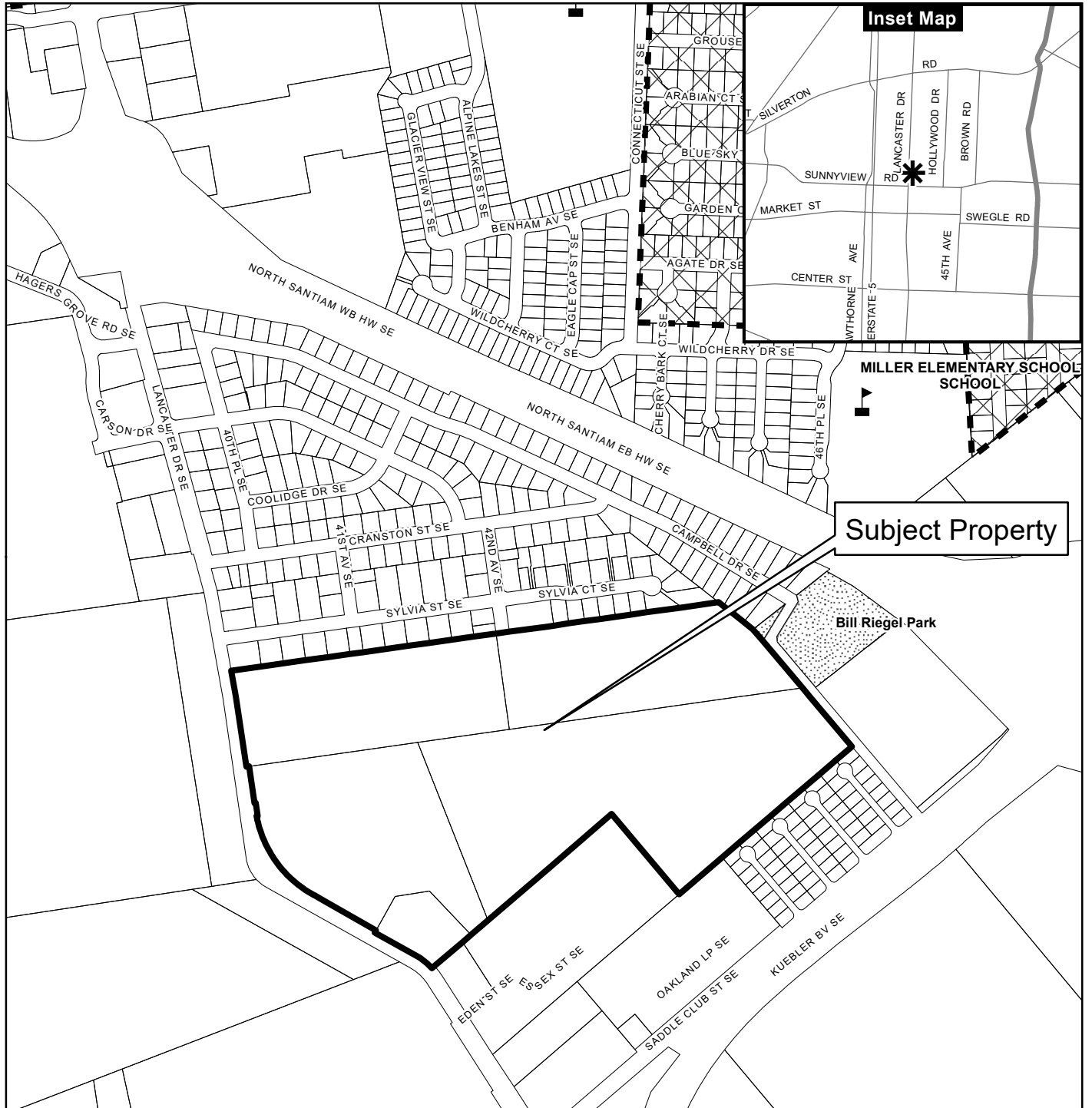
BUSINESS REPLY MAIL
FIRST-CLASS MAIL PERMIT NO. 1508 SALEM, OR

POSTAGE WILL BE PAID BY ADDRESSEE








PLANNING DIVISION
CITY OF SALEM RM 305
555 LIBERTY ST SE
SALEM OR 97301-9907



Vicinity Map 2200 Lancaster Drive SE



Legend

-  Taxlots
-  Urban Growth Boundary
-  City Limits
-  Outside Salem City Limits
-  Historic District
-  Schools
-  Parks

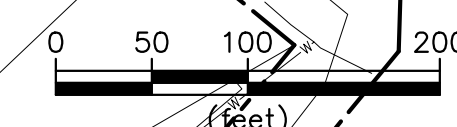
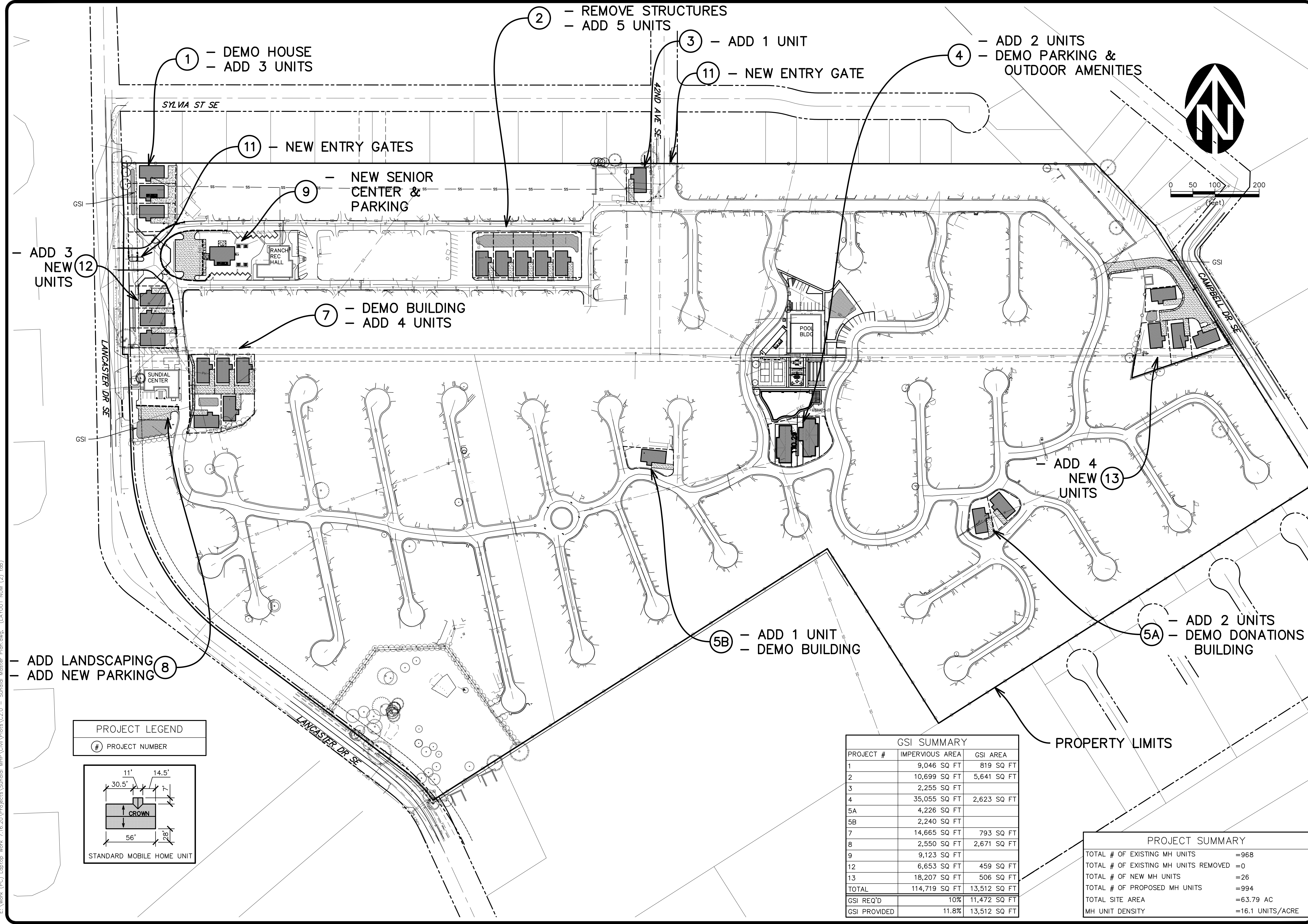
CITY OF Salem
AT YOUR SERVICE
Community Development Dept.

0 100 200 400 Feet



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11/19/2020 2:35:31 PM
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NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE
 THIS IS ONE INCH ON ORIGINAL DRAWING
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 DRN. AK
 CKD. JW
 DATE: 11/2020



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 CONSULTING ENGINEERS AND PLANNERS

3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302
 Phone: (503) 585-2474 Fax: (503) 585-3966
 E-mail: westtech@westtech-eng.com

SUNDIAL MOBILE HOME PARK
 SUNDIAL MOBILE HOME PARK
SUNDIAL MASTER PLAN

DRAWING C2.0

JOB NUMBER
3211.0000.0

ADD 3 NEW UNITS (12)

(1) - DEMO HOUSE
 - ADD 3 UNITS

(2) - REMOVE STRUCTURES
 - ADD 5 UNITS

(3) - ADD 1 UNIT

(4) - ADD 2 UNITS
 - DEMO PARKING &
 OUTDOOR AMENITIES

(11) - NEW ENTRY GATE

(11) - NEW ENTRY GATES

(9) - NEW SENIOR CENTER & PARKING

(7) - DEMO BUILDING
 - ADD 4 UNITS

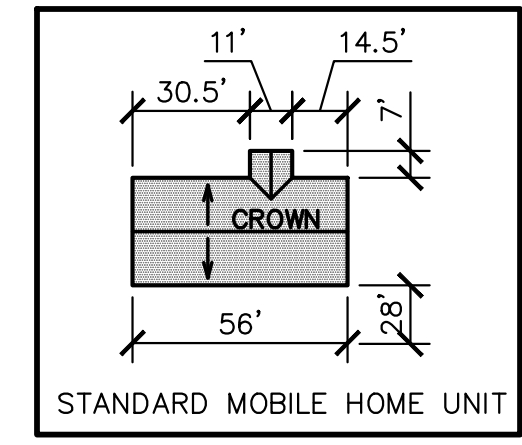
ADD 4 NEW UNITS (13)

(5B) - ADD 1 UNIT
 - DEMO BUILDING

(5A) - ADD 2 UNITS
 - DEMO DONATIONS BUILDING

ADD LANDSCAPING
 ADD NEW PARKING (8)

PROJECT LEGEND
 # PROJECT NUMBER

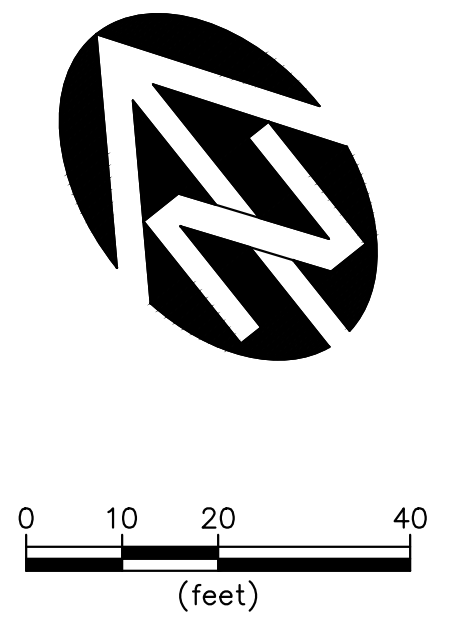
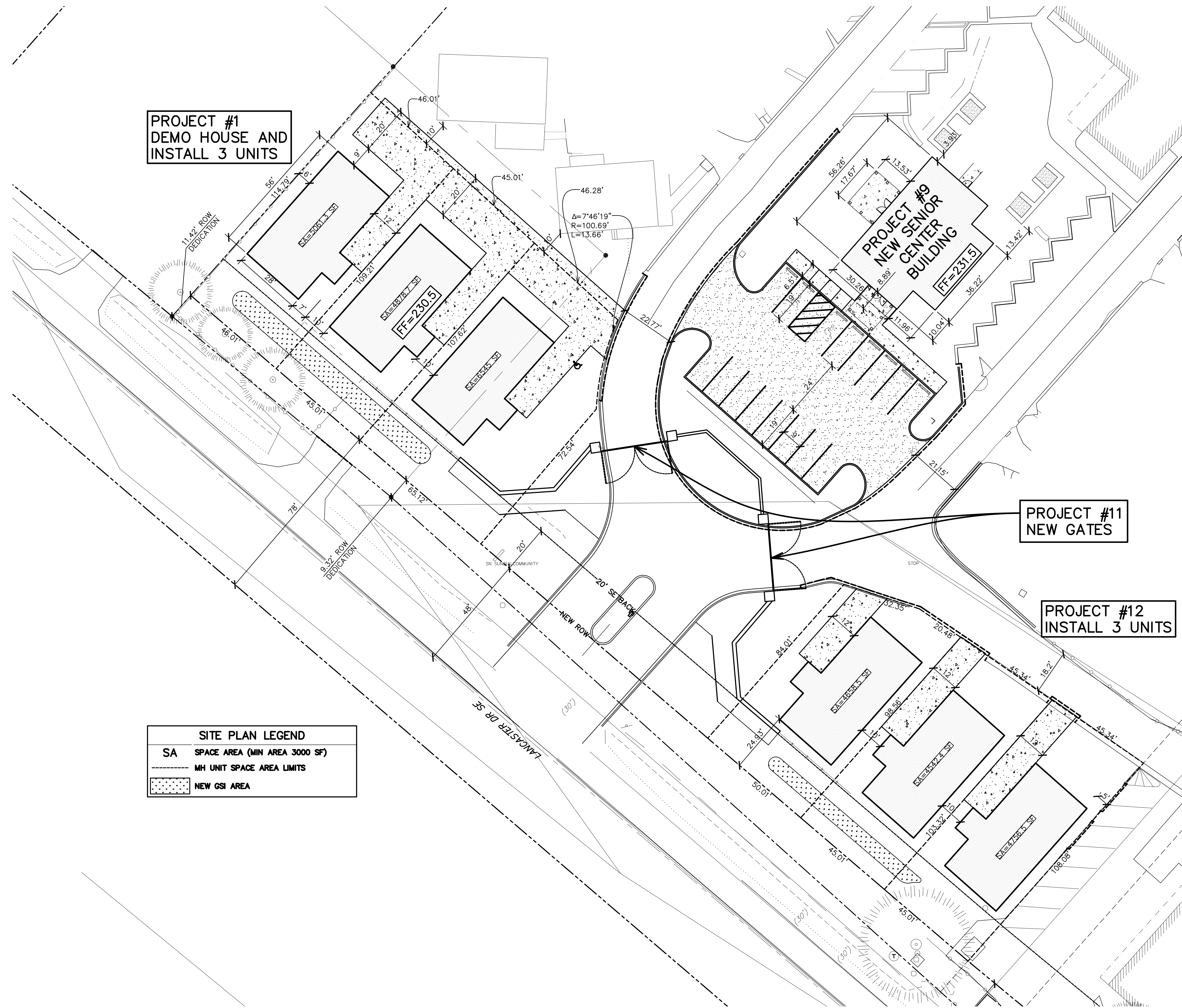


PROJECT #	IMPERVIOUS AREA	GSI AREA
1	9,046 SQ FT	819 SQ FT
2	10,699 SQ FT	5,641 SQ FT
3	2,255 SQ FT	
4	35,055 SQ FT	2,623 SQ FT
5A	4,226 SQ FT	
5B	2,240 SQ FT	
7	14,665 SQ FT	793 SQ FT
8	2,550 SQ FT	2,671 SQ FT
9	9,123 SQ FT	
12	6,653 SQ FT	459 SQ FT
13	18,207 SQ FT	506 SQ FT
TOTAL	114,719 SQ FT	13,512 SQ FT
GSI REQ'D	10%	11,472 SQ FT
GSI PROVIDED	11.8%	13,512 SQ FT

PROPERTY LIMITS

TOTAL # OF EXISTING MH UNITS	=968
TOTAL # OF EXISTING MH UNITS REMOVED	=0
TOTAL # OF NEW MH UNITS	=26
TOTAL # OF PROPOSED MH UNITS	=994
TOTAL SITE AREA	=63.79 AC
MH UNIT DENSITY	=16.1 UNITS/ACRE

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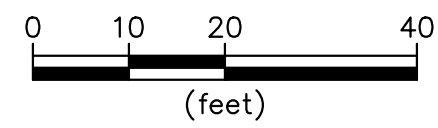
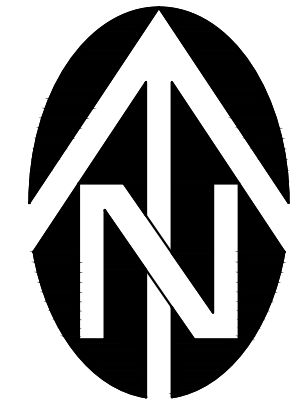
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 Phone: (503) 585-2474 Fax: (503) 585-3966
 E-mail: westtech@westtech-eng.com

SUNDIAL MOBILE HOME PARK
 SUNDIAL MOBILE HOME PARK
PROJECTS 1, 11, 12 & 9 SITE PLANS

DRAWING
C3.0
 JOB NUMBER
 3211.0000.0

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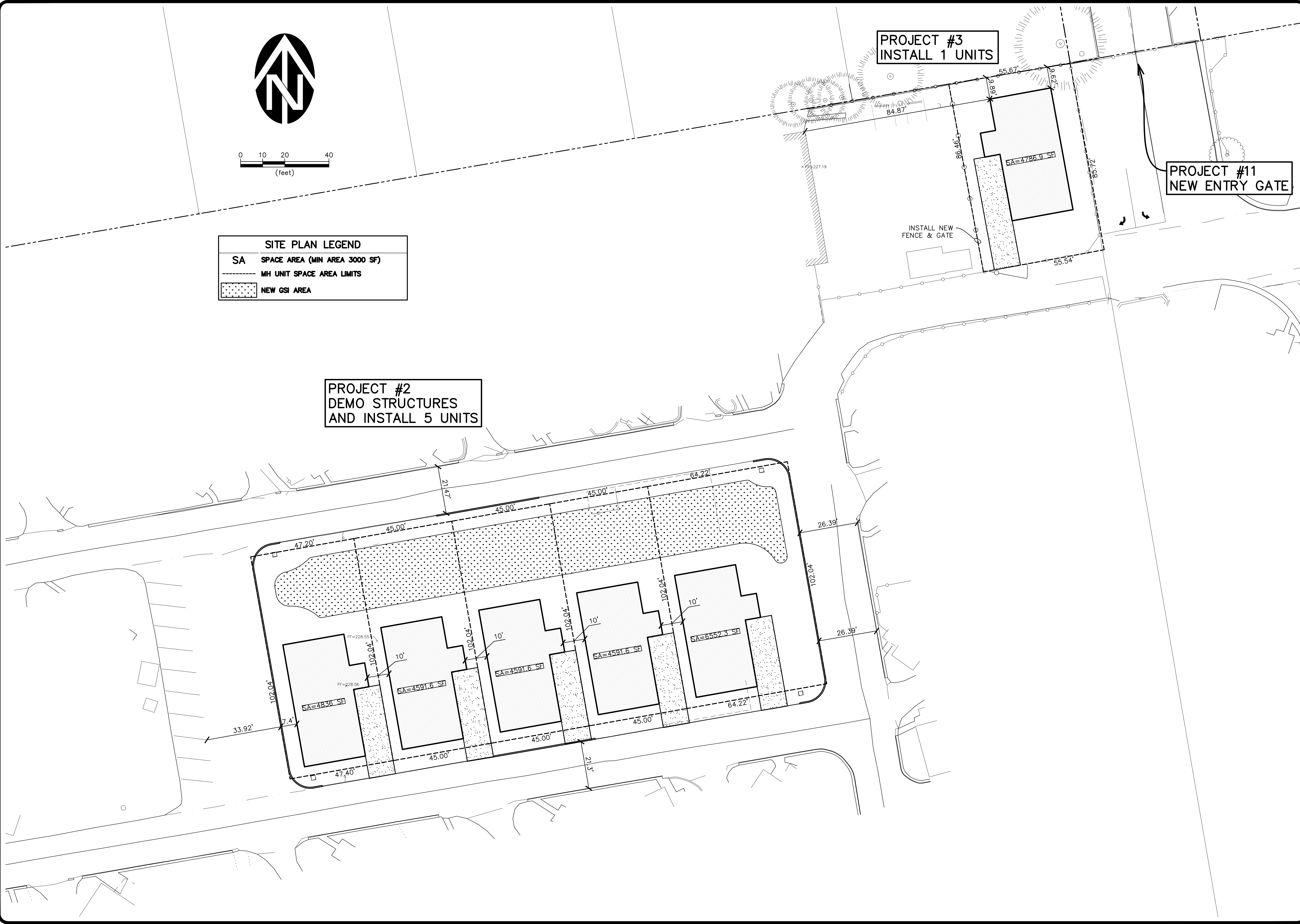
SITE PLAN LEGEND	
SA	SPACE AREA (MIN AREA 3000 SF)
- - - - -	MH UNIT SPACE AREA LIMITS
[Dotted Pattern]	NEW GSI AREA

**PROJECT #2
DEMO STRUCTURES
AND INSTALL 5 UNITS**

**PROJECT #3
INSTALL 1 UNITS**

**PROJECT #11
NEW ENTRY GATE**

INSTALL NEW
FENCE & GATE



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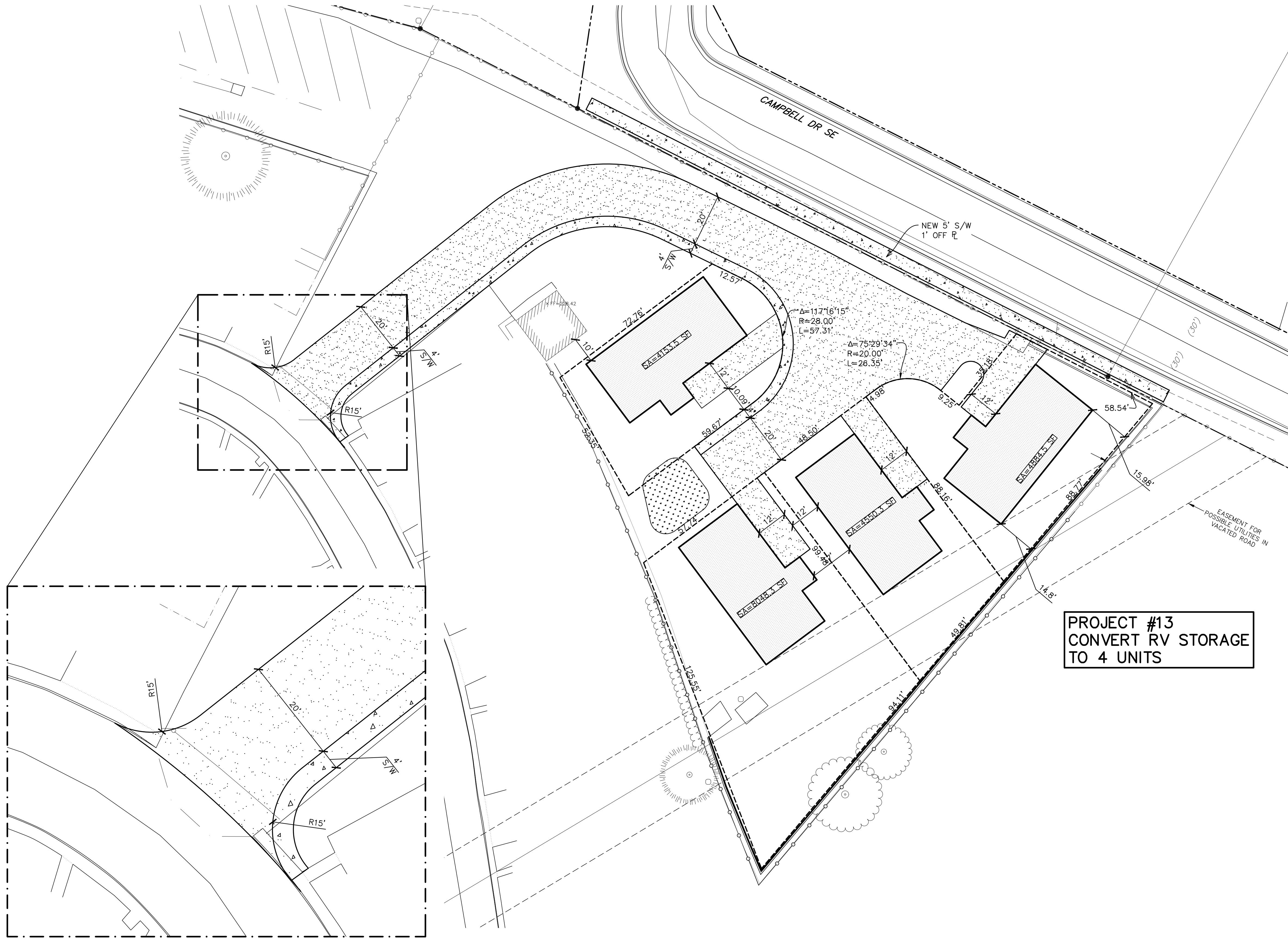
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SUNDIAL MOBILE HOME PARK
 SUNDIAL MOBILE HOME PARK
**PROJECTS 2, 3 & 11 SITE
 PLANS**

DRAWING
C3.1
 JOB NUMBER
 3211.0000.0

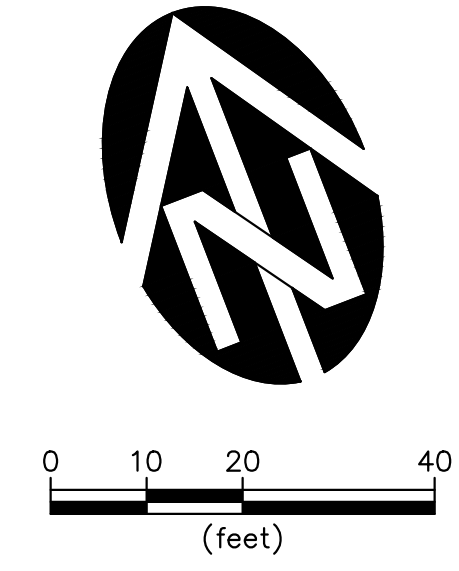
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DRIVEWAY ENLARGEMENT
 1"=10'

PROJECT #13
 CONVERT RV STORAGE
 TO 4 UNITS

SITE PLAN LEGEND	
SA	SPACE AREA (MIN AREA 3000 SF)
- - - - -	MH UNIT SPACE AREA LIMITS
.....	NEW GSI AREA



NO.	DATE	DESCRIPTION	BY
1	11/2020		

VERIFIED SCALE
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 CKD: JW
 DATE: 11/2020

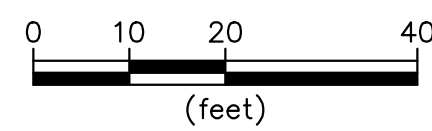
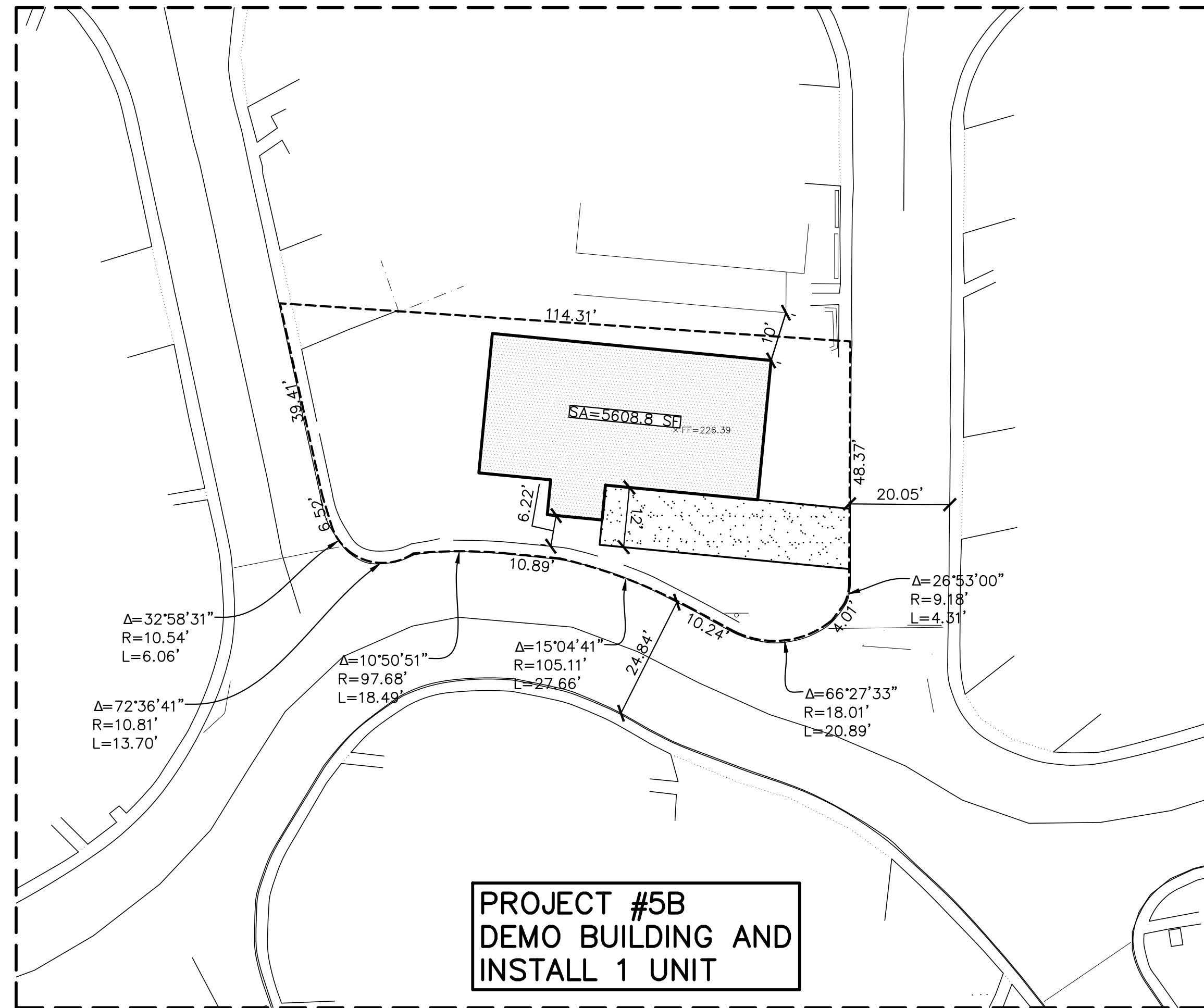
REVIEW
 REGISTERED PROFESSIONAL ENGINEER
 WILLIAM J. WELLS
 LICENSE NO. 120000000
 REVIEWED: 6/20/2022

WESTTECH ENGINEERING, INC.
 CONSULTING ENGINEERS AND PLANNERS

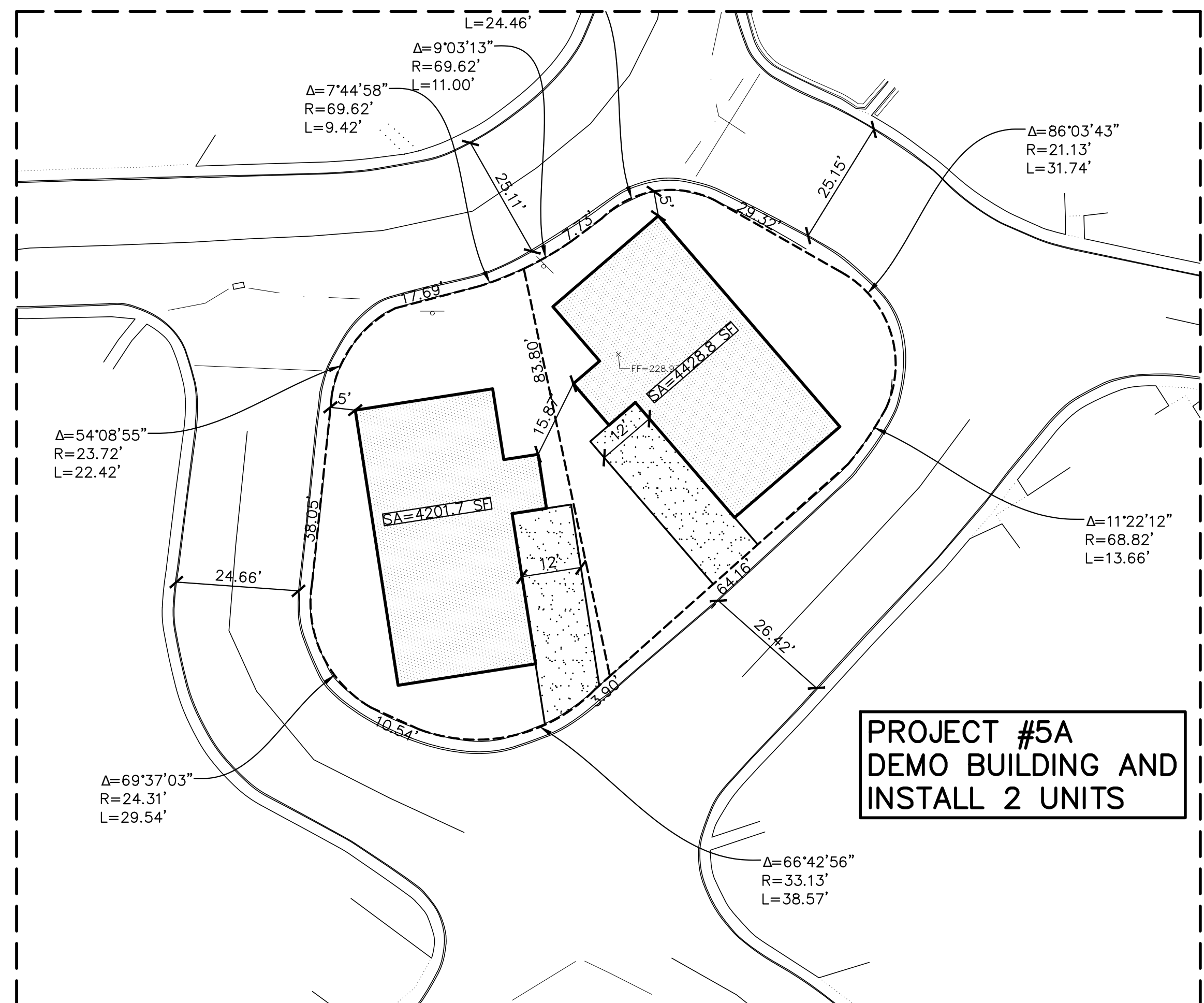
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 E-mail: westtech@westtech-eng.com

SUNDIAL MOBILE HOME PARK
 SUNDIAL MOBILE HOME PARK
PROJECT 13 SITE PLAN

DRAWING
C3.2
 JOB NUMBER
 3211.0000.0



SITE PLAN LEGEND	
SA	SPACE AREA (MIN AREA 3000 SF)
- - - - -	MH UNIT SPACE AREA LIMITS



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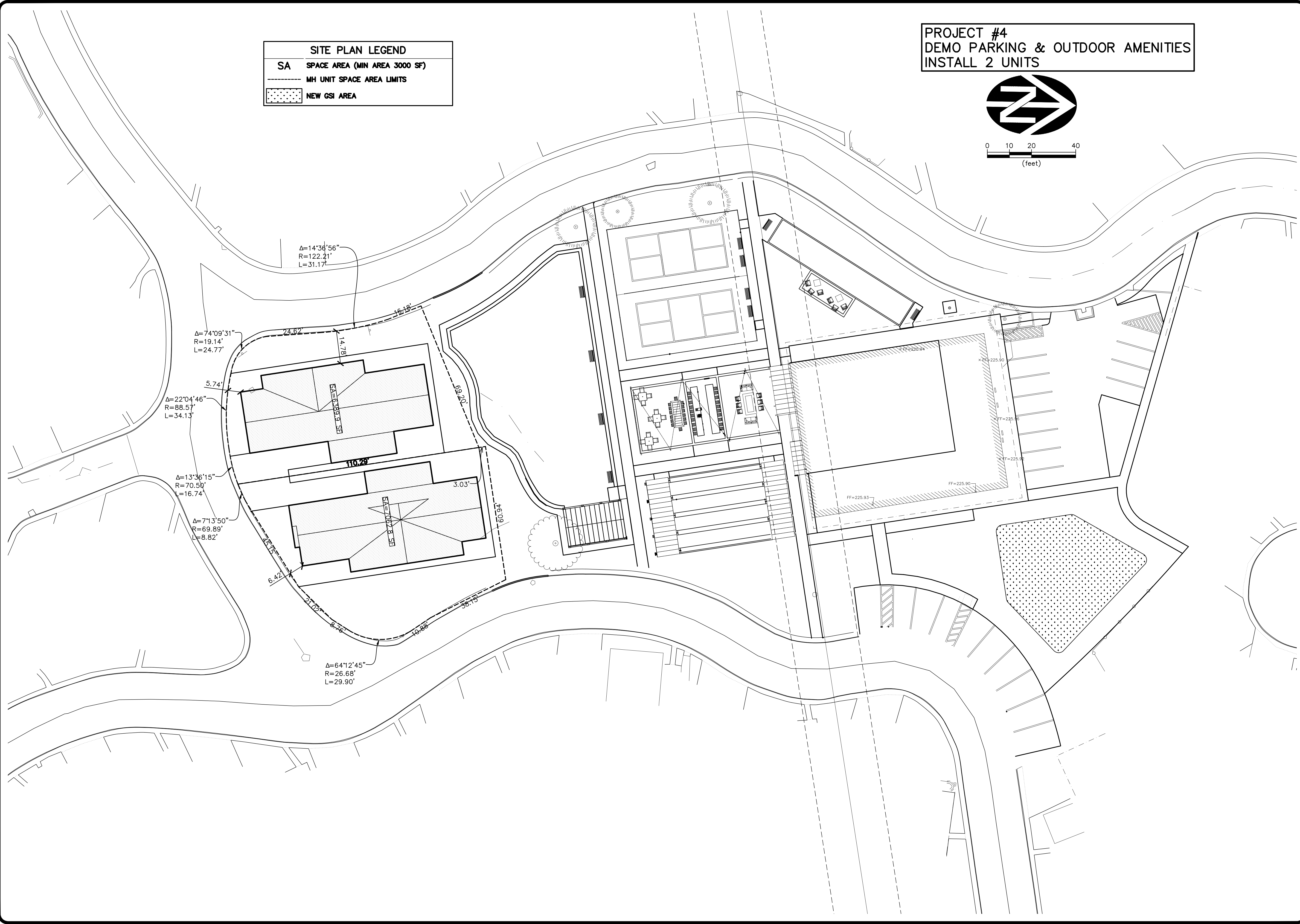
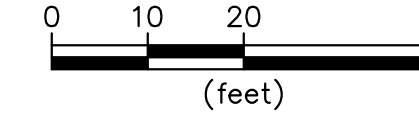
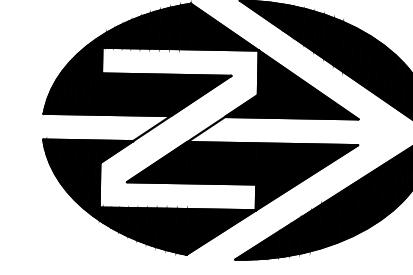
SUNDIAL MOBILE HOME PARK
 SUNDIAL MOBILE HOME PARK

PROJECTS 5A & 5B

DRAWING
C3.3
 JOB NUMBER
 3211.0000.0

SITE PLAN LEGEND	
SA	SPACE AREA (MIN AREA 3000 SF)
- - - -	MH UNIT SPACE AREA LIMITS
□	NEW GSI AREA

PROJECT #4
DEMO PARKING & OUTDOOR AMENITIES
INSTALL 2 UNITS



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DRN.	JW	AK	1
CKD.	JW	AK	1
DATE	11/2020		

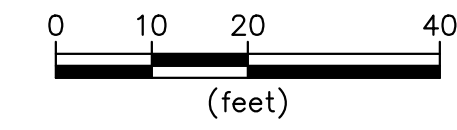
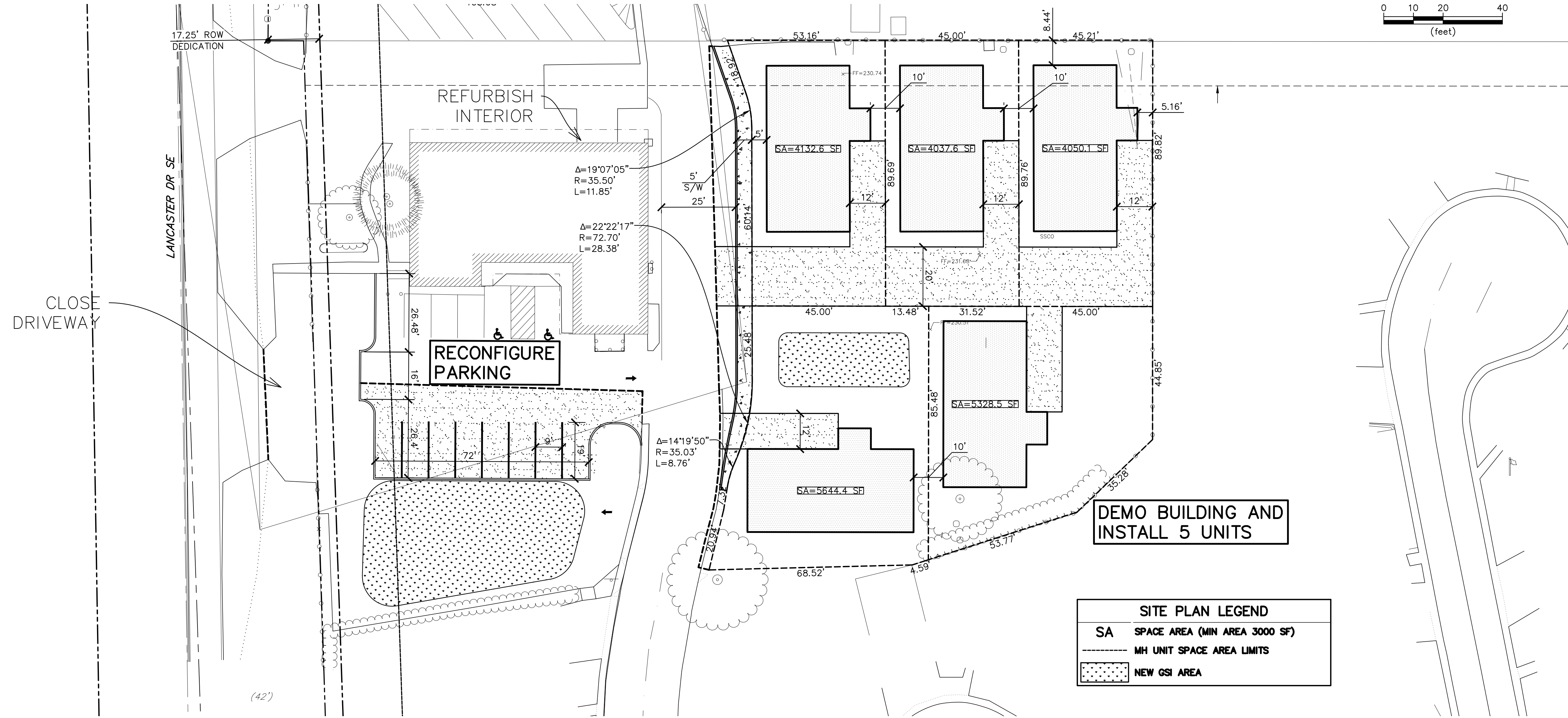
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 Phone: (503) 585-2474 Fax: (503) 585-3986
 E-mail: westtech@westtech-eng.com

WESTTECH ENGINEERING, INC.
 REGISTERED PROFESSIONAL ENGINEER
 WILLIAM J. WESTTECH
 REG. NO. 12345
 REVIEW 6/20/2022

SUNDIAL MOBILE HOME PARK
 SUNDIAL MOBILE HOME PARK
PROJECT 4 SITE PLAN

DRAWING
C3.4
 JOB NUMBER
 3211.0000.0

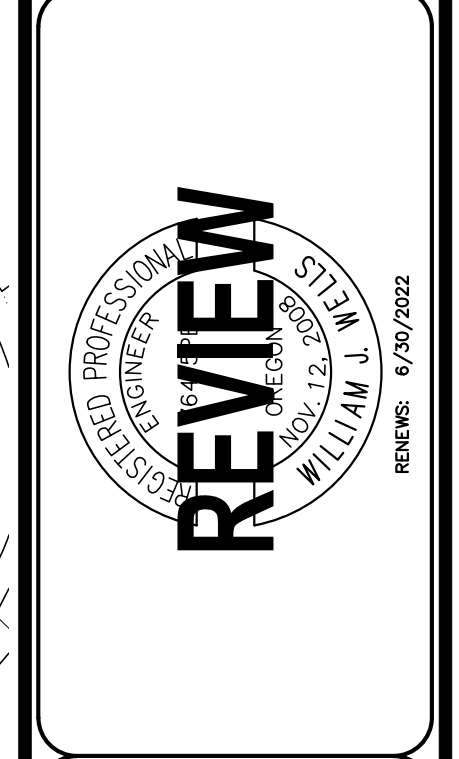
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SUNDIAL MOBILE HOME PARK
 SUNDIAL MOBILE HOME PARK

PROJECTS 7 & 8 SITE PLANS

DRAWING
C3.5

JOB NUMBER
 3211.0000.0