



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:	Class 3 Site Plan Review / Class 2 Adjustment Case No. SPR-ADJ20-49
PROPERTY LOCATION:	1922 Commercial St NE, Salem OR 97301
NOTICE MAILING DATE:	December 29, 2020
PROPOSAL SUMMARY:	An application to convert an existing two family dwelling into a commercial building for office use.
COMMENT PERIOD:	All written comments must be submitted to City Staff no later than <u>5:00 p.m., Tuesday, January 12, 2021</u>. Please direct any questions and/or comments about the case to the Case Manager listed below.
CASE MANAGER:	Steven McAtee, Planner II , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2363; E-mail: smcatee@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> Highland Neighborhood Association, Geoff Darling, Chair; Phone: 503-316-9153; Email: higeoff@comcast.net .
ACCESS:	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
CRITERIA TO BE CONSIDERED:	Salem Revised Code (SRC) Chapter(s) 220.005(f)(3) – Class 3 Site Plan Review, 250.005(d)(2) – Class 2 Adjustments 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):	Norman and Louise Schroeder
APPLICANT(S):	Leonard Lodder on behalf of Keith Robbins
PROPOSAL REQUEST:	<p>A Class 3 Site Plan Review application with three (3) Class 2 Adjustments to convert an existing two family dwelling into a commercial building with two commercial lease spaces for office use. The three Class 2 Adjustment requests are:</p> <ol style="list-style-type: none"> 1.SRC 806.040(d) To reduced minimum required one-way driveway width from 12-ft to 10-ft 2.SRC 806.035(e) To reduced minimum required vehicle use area/drive aisle width from 24-ft to approximately 21-ft 3.SRC 806.035(c)(4) To reduced minimum required building perimeter setback from 5-ft to approximately 3-ft
APPLICATION PROCESS:	<p>The CG (General Commercial) zoned property is approximately 0.14 acres in size and is located at 1922 Commercial Street NE, Marion County Assessors Map and Tax Lot No.: 073W15DD / 2000.</p> <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 117117, 20 118780</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: Class 3 Site Plan Review / Class 2 Adjustment Case No. SPR-ADJ20-49

PROJECT ADDRESS: 1922 Commercial St NE, Salem OR 97301

AMANDA Application No.: 20-117117-RP, 20-118780-ZO

COMMENT PERIOD ENDS: January 12, 2021

SUMMARY: An application to convert an existing two family dwelling into a commercial building for office use.

REQUEST: A Class 3 Site Plan Review application with three (3) Class 2 Adjustments to convert an existing two family dwelling into a commercial building with two commercial lease spaces for office use. The three Class 2 Adjustment requests are:

1. SRC 806.040(d) To reduced minimum required one-way driveway width from 12-ft to 10-ft
2. SRC 806.035(e) To reduced minimum required vehicle use area/drive aisle width from 24-ft to approximately 21-ft
3. SRC 806.035(c)(4) To reduced minimum required building perimeter setback from 5-ft to approximately 3-ft

The CG (General Commercial) zoned property is approximately 0.14 acres in size and is located at 1922 Commercial Street NE, Marion County Assessors Map and Tax Lot No.: 073W15DD / 2000.

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., Tuesday, January 12, 2021, 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: Steven McAtee, Planner II, Phone: 503-540-2363; E-Mail: smcatee@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

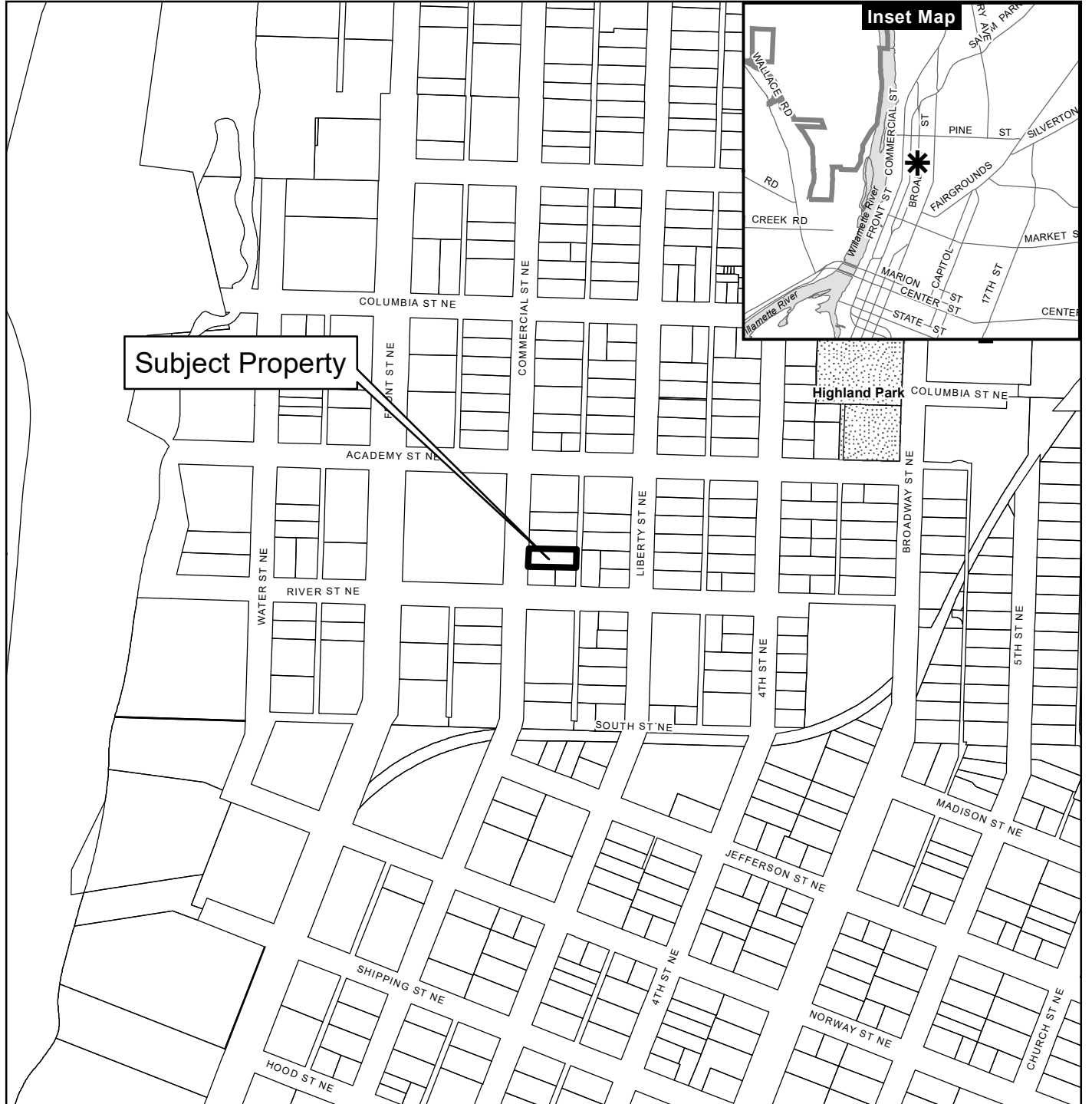
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






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



Vicinity Map 1922 Commercial St NE



Legend

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



0 100 200 400 Feet



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IN THE EVENT CONFLICTS ARE DISCOVERED BETWEEN THE ORIGINAL SIGNED AND SEALED DOCUMENTS PREPARED BY THE ARCHITECTS AND/OR THEIR CONSULTANTS, AND ANY COPY OF THE DOCUMENTS TRANSMITTED BY MAIL, FAX, ELECTRONICALLY OR OTHERWISE, THE ORIGINAL SIGNED AND SEALED DOCUMENTS SHALL GOVERN.

PROJECT # 2020-080
DATE: 12/23/2020
REVISIONS

1920-1922 Commercial St NE
MEASURED DRAWINGS
1920-1922 COMMERCIAL ST NE SALEM OR 97301

SHEET:
A1.01

SITE PLAN GENERAL NOTES:

- THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVES. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.
- REFER TO CIVIL DRAWINGS FOR GRADING. SITE IS REQUIRED TO MEET THE LAWS OF FHA AND ADA. ACCESSIBLE ROUTES SHALL NOT EXCEED 5% (1 IN 20) OR CROSS SLOPES SHALL NOT EXCEED 2% (1 IN 50). ALL AT GRADE SIDEWALKS ARE ACCESSIBLE ROUTES.
- JOINTS IN CONCRETE WALKS NOTED AS E.J. ARE TO BE CONSTRUCTED AS EXPANSION JOINTS. ALL OTHER JOINTS SHOWN, TO BE TOOLED CONTROL JOINTS, SEE CIVIL.
- PROVIDE CONSTRUCTION FENCING AS REQUIRED TO SECURE SITE AND BUILDING DURING CONSTRUCTION.
- SEE LANDSCAPE DRAWINGS FOR LANDSCAPE AND IRRIGATION ELEMENTS.
- EXTREME CARE SHOULD BE TAKEN TO PRESERVE EXISTING ROOTS OF TREES TO REMAIN.
- SEE ELECTRICAL DRAWINGS FOR SITE LIGHTING.

SITE DEVELOPMENT CODE REVIEW:

SITE AREA: 6,499.66 sf = 0.1492ac

ZONING: CG Commercial General

BUILDING AREAS:
 • BLDG 1 LEVEL 01: 1,136 sf
 • BLDG 1 LEVEL 02: 751 sf
 • Total: 1,887sf

PARKING:
 • COMMERCIAL USES: 1,350sf REQD
 • = 5.39 SPACES. (6 PROVIDED)

BIKE PARKING:
 • 1 SPACES PER 3,500 sf.
 • THEREFORE PROVIDE 4 BIKE PARKING SPACES.

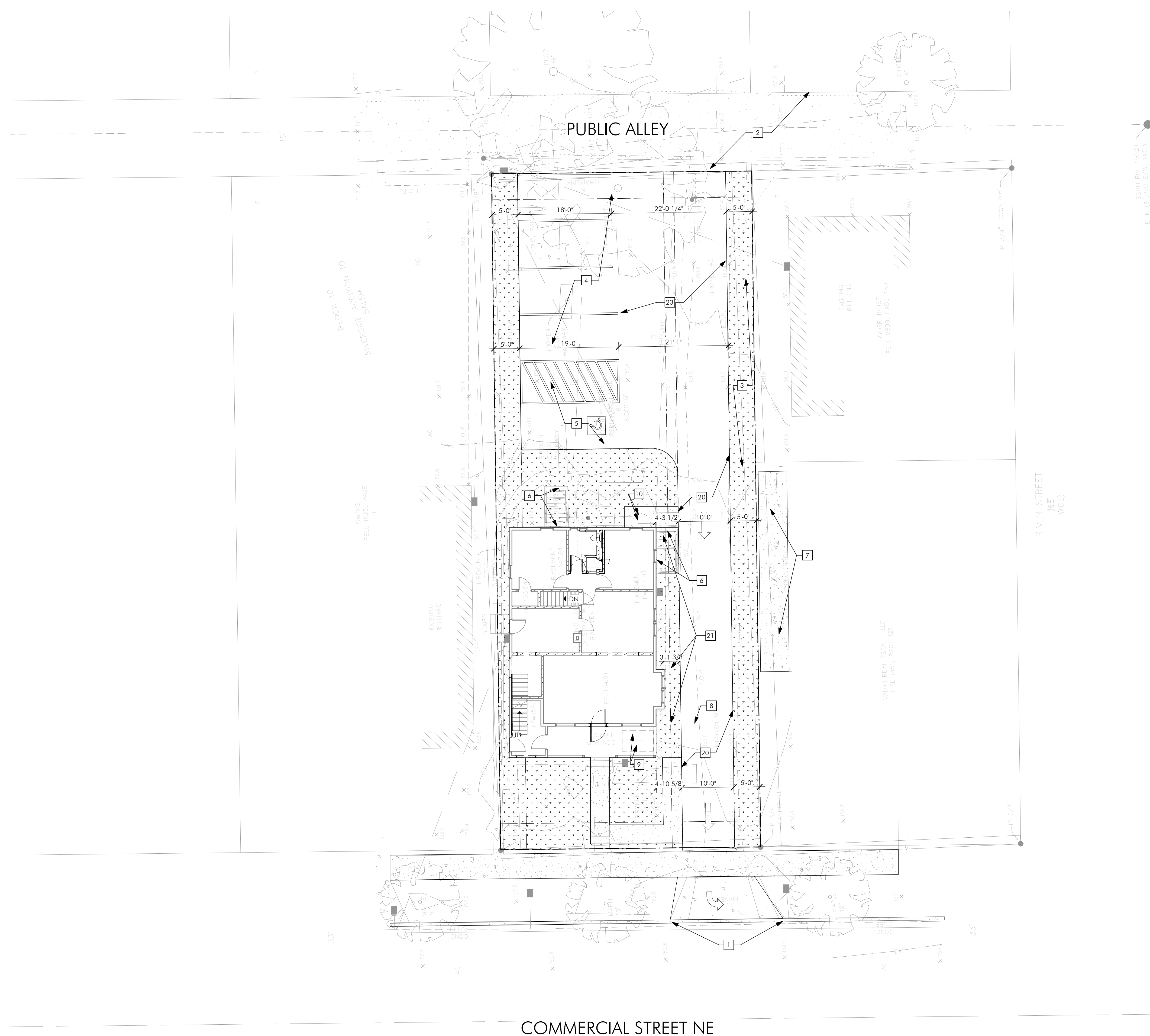
LOADING SPACES:
 • NOT REQUIRED

LANDSCAPING:
 • LANDSCAPE AREAS TO BE PLANTED TO THE TYPE "A" STANDARD PER THE REQUIREMENTS OF THE SRC, (@ 20 PLANT UNITS / sf).

SITE AREA CALCULATIONS			
DESCRIPTION	AREA sf	PERCENT	REMARKS
BUILDINGS	1,136.00	17.48%	
LANDSCAPING	2,136.78	32.88%	See Landscaping notes above
ASPHALT PAVING	2,899.51	44.61%	
CONCRETE SIDEWALKS	201.30	3.10%	
COVERED FRONT PORCH	126.00	1.94%	
MISCELLANEOUS ADJUSTMENT:	0.07	0.00%	
6	6,499.66	100.00%	

SITE PLAN NOTES:

- EXISTING CURB CUT TO BE RETAINED.
- EXISTING ALLEY, GENERALLY GRAVEL PAVED
- 5'-0" WIDE PLANTING STRIP BETWEEN SOUTH PROPERTY LINE AND REALIGNED DRIVEWAY
- ASPHALT PAVED PARKING AREA.
- VAN ACCESSIBLE PARKING SPACE WITH DELINEATION AND SIGNAGE.
- EXISTING CONCRETE STAIR TO BASEMENT TO BE REMOVED. REMOVE DOOR, FILL OPENING WITH REINFORCED CONCRETE, AND PROVIDE NEW BASEMENT WINDOW.
- EXISTING CONCRETE PAD ON NEIGHBORING PROPERTY TO THE SOUTH. ACCESS TO DRIVEWAY PERMITTED.
- ONEWAY DRIVEWAY, EXITING TO COMMERCIAL STREET
- PROVIDE 2 BICYCLE PARKING SPACES, COVERED, ON EXISTING PORCH WITH HOOP FOR SECURITY.
- PROVIDE 2 BICYCLE PARKING SPACES WITH HOOP, ON CONC PAD ACCESSIBLE FROM DRIVEWAY
- RELIEF SOUGHT TO MAINTAIN EXISTING DRIVEWAY AT 10'-0" WIDE, DICTATED BY EXISTING SITE CONSTRAINTS.
- RELIEF SOUGHT TO REDUCE WIDTH BETWEEN BUILDING AND DRIVEWAY TO MATCH EXISTING CONDITIONS, DICTATED BY EXISTING SITE CONSTRAINTS.
- NOT USED.
- RELIEF SOUGHT TO REDUCE ACCESS DRIVEWAY WIDTH TO 21'-0". REASON: THATS THE MAXIMUM SPACE AVAILABLE.



1 SITE PLAN
0 5 10 20 30
1" = 10'-0"

