

TO: HEARINGS OFFICER

FROM: LISA ANDERSON-OGILVIE, AICP, DEPUTY COMMUNITY DEVELOPMENT
DIRECTOR AND PLANNING ADMINISTRATOR

SUBJECT: **CONDITIONAL USE / CLASS 3 SITE PLAN REVIEW CASE NO. CU-SPR23-06**
3737 LIBERT RD S – 97302
AMANDA NO. 23-111686-PLN

REQUEST

Summary: An application for a Conditional Use permit to establish a new child day care center within Westminster Presbyterian Church.

Request: A consolidated application for a Conditional Use permit and Class 3 Site Plan Review to establish a new *Child Day Care Center* use within an existing *Religious Assembly* use on property 5.87 acres in size, zoned RM-II, and located at 3737 Liberty Rd S (Marion County Assessor's Map and Tax Lot Number 083W04DA / 8100).

A vicinity map illustrating the location of the property is attached hereto and made a part of this staff report (**Attachment A**).

APPLICANT: Vik Schaaf, on behalf of Westminster Presbyterian Church

OWNER: Westminster Presbyterian Church

APPLICATION PROCESSING

On June 6, 2023, Conditional Use Permit and Class 3 Site Plan Review applications were accepted for processing. After receiving additional information, the collective applications were deemed complete for processing on July 27, 2023. The 120-day state mandated decision deadline for this collective application is November 24, 2023.

The public hearing before the City of Salem Hearings Officer is scheduled for August 23, 2023, at 5:30 p.m. Notice of public hearing was sent by mail to surrounding property owners and tenants pursuant to Salem Revised Code (SRC) requirements on August 1, 2023. Public hearing notice was also posted on the property on August 9, 2023 pursuant to SRC requirements. The mailed notice sent August 1, 2023 mistakenly stated the hearing would be held August 17, 2023. New notice was sent August 16th and the updated posted notice on the property was posted August 15, 2023. Staff recommends the Hearings Officer leave the record open for additional testimony following the August 23, 2023 public hearing.

PROPOSAL

The applicant is requesting to establish a new *Child Day Care Center* use within an existing *Religious Assembly* building approximately 24,306 square feet in size on property 5.87-acres in size and zoned RM-II (Multiple Family Residential II). The proposed child day care center would serve approximately 35 children in place of an existing classroom space previously used for preschool education.

SUMMARY OF RECORD

The following items are submitted to the record and are available upon request: 1) All materials submitted by the applicant, including any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports; 2) any materials, testimony, and comments from public agencies, City Departments, neighborhood associations, and the public; and 3) all documents referenced in this report. All application materials are available on the City's online Permit Application Center at <https://permits.cityofsalem.net>. You may use the search function without registering and enter the permit number listed here: 23 111686.

APPLICANT'S STATEMENT

The applicant's site plan is included as **Attachment B**, and the applicant's statement addressing the applicable approval criteria for the consolidated applications is included as **Attachment C**.

FACTS AND FINDINGS

1. Salem Area Comprehensive Plan (SACP) designation

The Salem Area Comprehensive Plan (SACP) map designation for the subject property is "Multi-Family Residential." The subject property is within the Urban Growth Boundary and the Urban Service Area.

2. Zoning and Surrounding Land Uses

The subject property is zoned RM-II (Multiple Family Residential II). The zoning and uses of the surrounding properties include:

North: RS (Single Family Residential); RM-II (Multiple Family Residential II); and MU-I (Mixed Use I), single family dwellings, apartments, offices.

South: RS (Single Family Residential); across Ewald Ave S, RM-II (Multiple Family Residential II); single family dwellings and townhouses.

East: Across Liberty Road S, RM-II (Multiple Family Residential), apartments.

West: RS (Single Family Residential), single family dwellings.

3. Site Analysis

The subject property is 5.87 acres and has approximately 325 feet of frontage on Liberty Road S, 16-feet of frontage on Felton Street S, and Winola Avenue S dead ends into the property from the north. The church has driveways on Felton Street S and one off the dead end of Winola Avenue S and Liberty Road S. Liberty Road S is designated as a Major Arterial Street in the Transportation System Plan, and Felton Street S and Winola Avenue S are designated as Local Streets.

4. Neighborhood and Citizen Comments

The subject property is located within the Southwest Association of Neighbors (SWAN). Pursuant to SRC Chapter 300, the applicant is required to contact the Neighborhood Association prior to submittal of this consolidated application. On June 1, 2023, the applicant contacted SWAN meeting the requirements of SRC 300.310(c). Notice was provided to the SWAN Neighborhood Association and to surrounding addresses, property owners, and tenants within 250 feet of the subject property.

The SWAN Neighborhood Association submitted comment via email supporting the approval of a conditional use permit for the proposed day care use within the existing church buildings on the subject property.

At the time of this staff report, no public comments have been received.

5. City Department and Public Agency Comments

The Public Works Department reviewed the proposal and provided a memo which is included as **Attachment D**.

The Salem Building and Safety Division reviewed the proposal and indicated that a Building Permit for a Change of Occupancy will be required.

The Salem Fire Department reviewed the proposal and indicated the change of use will need to comply with all applicable sections of the OSSC and OFC.

6. Analysis of Conditional Use Criteria

SRC Chapter 240.005(a)(1) provides that no building, structure, or land shall be used or developed for any use which is designated as a conditional use in the UDC unless a conditional use permit has been granted pursuant to this Chapter.

SRC Chapter 240.005(d) establishes the following approval criteria for a conditional use permit:

Criterion 1:

The proposed use is allowed as a conditional use in the zone.

Finding: SRC Chapter 514, Table 514-1 provides that a *Child Day Care Center* use is allowed in the RM-II (Multiple Family Residential II) zone with a conditional use permit. Staff finds that the proposal meets this criterion.

Criterion 2:

The reasonably likely adverse impacts of the use on the immediate neighborhood can be minimized through the imposition of conditions.

Finding: At the time of the writing of this staff report, no comments have been received from adjacent property owners or tenants indicating concern for any adverse impacts on the immediate neighborhood. The Southwest Association of Neighbors (SWAN) submitted comment via email in support of the approval of the proposed *Child Day Care Center* use within the existing church buildings.

Staff finds that the proposal meets this criterion.

Criterion 3:

The proposed use will be reasonably compatible with and have minimal impact on the livability or appropriate development of surrounding property.

Finding: The subject property has been used as a *Religious Assembly* use and included associated basic education services within the existing building for several decades. The proposed *Child Day Care Center* use will be located within the existing building and no new development is proposed. The proposal will not significantly change the appearance or use of the property or significantly impact the livability of the surrounding area.

Staff finds that the proposal meets this criterion.

7. Analysis of Class 3 Site Plan Review Approval Criteria

SRC 220.005(f)(3) establishes the following approval criteria for a Class 3 Site Plan Review:

Criterion 1:

The application meets all applicable standards of the UDC.

Finding: The applicant is requesting to establish a new *Child Day Care Center* use within the existing buildings of the *Religious Assembly* use. The proposed site plan complies with all applicable development standards of the Unified Development Code (UDC).

Use and Development Standards – RM-II (Multiple Family Residential II) Zone:

SRC 514.005 – Uses:

Finding: The proposed development includes establishing a new *Child Day Care Center* use within the existing buildings. A *Child Day Care Center* use is a permitted use within the RM-II zone per SRC 514.005, Table 514-1 as a Conditional Use. Findings for the Conditional Use permit are included in Section 6 of this report.

SRC 514.010(b) – Lot Standards:

The minimum lot area for all uses other than single family is 6,000 square feet with a minimum width of 40 feet and a minimum depth of 80 feet and a minimum 40 feet of street frontage.

Finding: The subject property is 5.87 acres in size and has 325 feet of frontage on Liberty Road S, exceeding minimum lot standards of the RM-II zone. No changes are proposed to the

existing configuration of the property.

SRC 514.010(d), Table 514-4; Table 514-5 – Setbacks:

North: Adjacent to the north are properties zoned RS (Single Family Residential), RM-II (Multiple Family Residential II) and MU-I (Mixed Use I). There is a minimum 10-foot setback with Type C landscaping required for buildings, accessory structures, and vehicle use areas.

South: Adjacent to the south are properties zoned RS (Single Family Residential) and RM-II (Multiple Family Residential II). There is a minimum 10-foot setback with Type C landscaping required for buildings, accessory structures, and vehicle use areas.

East: Adjacent to the east is right-of-way for Liberty Road S. There is a minimum 12-foot building setback plus one foot for each foot of height over 12 feet but need not exceed 20 feet in depth. Vehicle use areas require a minimum 12-foot setback for all uses other than single to four family uses.

West: Adjacent to the west are properties zoned RS (Single Family Residential). There is a minimum 10-foot setback with Type C landscaping required for buildings, accessory structures, and vehicle use areas.

Finding: The proposed *Child Day Care Center* use would be within an existing building; no expansion or changes to the existing building footprint, vehicle use areas, or setbacks are proposed, and the existing buildings and vehicle use areas comply with all applicable setback requirements of the RM-II zone; therefore, this standard does not apply.

SRC 514.010(e), Table 514-6 – Lot Coverage, Height:

The maximum lot coverage standard in the RM-II zone is 60 percent and the maximum height allowance for all buildings other than residential uses is 70 feet.

Finding: The lot coverage of the existing buildings is less than 60 percent of the development site, and the buildings are less than 70 feet in height. No changes are proposed to the height or footprint of the existing buildings; therefore, this standard does not apply.

SRC 514.010(f) – Maximum square footage for all accessory structures. In addition to the maximum coverage requirements established in Table 514-6, accessory structures to single-family and two-family uses shall be limited to the maximum aggregate total square footage set forth in Table 514-7.

Finding: The proposal is for establishing a new *Child Day Care Center* use, not an accessory structure to a single- or two-family use; therefore, this standard does not apply.

SRC 514.010(g) – Landscaping:

- (1) *Setbacks.* Required setbacks shall be landscaped. Landscaping shall conform to the standards set forth in SRC Chapter 807.
- (2) *Vehicle Use Areas.* Vehicle use areas shall be landscaped as provided under SRC Chapter 806 and SRC Chapter 807.

Finding: The proposal does not include a change to the footprint of the existing buildings, or an expansion of the existing off-street parking and vehicle use areas; therefore, no additional landscaping is required for the proposed development.

SRC 514.010(h) – Outdoor Storage:

Outdoor storage shall be screened from streets and adjacent properties by a minimum six-foot high sight-obscuring fence, wall, or hedge.

Finding: The proposal does not include outdoor storage; therefore, this standard does not apply.

General Development Standards SRC 800

SRC 800.065 – Pedestrian Access.

All development shall include an on-site pedestrian circulation system developed in conformance with the standards in this section. For purposes of this section development means the construction of, or addition to, a building or accessory structure or the construction of, or alteration or addition to, an off-street parking or vehicle use area.

Finding: Because the proposed change of use does not meet the definition of development as used in this section, the proposed change of use does not trigger compliance with the pedestrian access standards of SRC 800.065. The Felton-Winola proposed connector off-street bike network alignment is mapped through the property according to the Salem TSP. Pursuant to SRC 800.065(a)(4), the trail shall either be constructed or an easement shall be dedicated for the future alignment. As mapped in the TSP, the alignment travels through the parking lot on the subject property from Winola Avenue S to Felton Street S; however, an engineered alignment has not been provided and connections on either end are not in place. The applicant has proposed no changes to the existing parking lot; therefore, an easement is not required for the future alignment, per SRC 800.065. Future development of the property shall take into account the off-street bike network alignment.

Off-Street Parking, Loading, and Driveways SRC 806

SRC 806.015 - Amount Off-Street Parking.

Except as otherwise provided, off-street parking shall not exceed the amounts set forth in Table 806-1. For the purposes of calculating the maximum amount of off-street parking allowed, driveways shall not be considered off-street parking spaces.

Finding: The proposed *Child Day Care Center* use is proposed to be located within the existing religious assembly building on the subject property. Per Table 806-1, the maximum parking for a *Religious Assembly* use is one space per four seats or 15 feet of bench length within the principal worship area, or one per 60 square feet within the principal worship area, when no fixed seating or benches are provided. The maximum off-street parking allowance for a *Day Care* use is one space per 250 square feet. According to previous site plan review approval, SPR09-6, the allowed maximum seating capacity for the church is 260 people, and there are 178 seats within the principal worship area. The maximum allowed number of parking spaces is 45 spaces ($178 / 4 = 45$). There are an existing 112 parking spaces on the property serving the *Religious Assembly* use, exceeding the allowed maximums under the

current Code. No additional parking is proposed or required for the proposed *Child Day Care Center* use.

Bicycle Parking

SRC 806.045 - General Applicability.

Bicycle parking shall be provided for each new use or activity, any change of use or activity, or any intensification, expansion, or enlargement of a use or activity. When bicycle parking is required to be added to an existing bicycle parking area that has a nonconforming number of spaces, the number of spaces required under this chapter for any new use or activity, any change of use or activity, or any intensification, expansion, or enlargement of a use or activity shall be provided, in addition to the number of spaces required to remedy the existing deficiency.

SRC 806.050 – Proximity of Bicycle Parking to use or Activity Served.

Bicycle parking shall be located on the same development site as the use or activity it serves.

SRC 806.055 - Amount of Bicycle Parking.

The minimum amount of bicycle parking required is found in SRC Chapter 806, Table 806-8.

Finding: A *Child Day Care Center* use requires four bicycle parking spaces with an allowance of 100 percent as long-term spaces (e.g., indoor racks). The existing *Religious Assembly* use requires a minimum of one bicycle parking space per 30 vehicle parking spaces. There are 112 vehicle parking spaces; therefore, four bicycle parking spaces are required ($112 / 30 = 3.7$ spaces). Together, the two uses require eight bicycle parking spaces. The applicant has indicated there are an existing six short-term bicycle parking spaces (three staple racks) on the property serving the church, meeting the minimum amount of required bicycle parking for the *Religious Assembly* use. In order to ensure there is adequate bicycle parking provided to serve both uses, the following condition shall be met:

Condition 1: The applicant shall install two additional bicycle parking spaces (e.g., one staple rack) to meet the minimum eight bicycle parking spaces to serve both uses, meeting the development standards of SRC 806.050 and 806.060.

Off-Street Loading Areas

SRC 806.065 - General Applicability.

Off-street loading areas shall be provided and maintained for each proposed new use or activity, any change of use or activity, when such change of use or activity results in a greater number of required off-street loading spaces than the previous use or activity, or any intensification, expansion, or enlargement of a use or activity.

SRC 806.075 - Amount of Off-Street Loading.

Unless otherwise provided under the UDC, off-street loading shall be provided in amounts not less than those set forth in Table 806-10.

Finding: According to SRC 806.075, Table 806-1, no off-street loading spaces are required for the proposed new *Child Day Care Center* use.

Landscaping

All required setbacks shall be landscaped with a minimum of 1 plant unit per 20 square feet of landscaped area. A minimum of 40 percent of the required number of plant units shall be a combination of mature trees, shade trees, evergreen/conifer trees, or ornamental trees. Plant materials and minimum plant unit values are defined in SRC Chapter 807, Table 807-2.

All building permit applications for development subject to landscaping requirements shall include landscape and irrigation plans meeting the requirements of SRC Chapter 807.

Finding: The proposal includes a change of use within an existing building, and no exterior changes to the development site are proposed that would trigger the requirement for additional site landscaping; therefore, landscape and irrigation plans are not required for the proposed new use.

Natural Resources

SRC 601 – Floodplain Overlay Zone: The subject property is not located within a floodplain overlay zone.

SRC 808 - Preservation of Trees and Vegetation: The City's tree preservation ordinance, under SRC Chapter 808, provides that no person shall remove a significant tree (an Oregon White Oak greater than 20 inches in diameter at breast height (dbh), or any other tree with a dbh of 30 inches or greater, excluding Tree of Heaven, Empress Tree, Black Cottonwood, and Black Locust (SRC 808.015) or a tree or native vegetation in a riparian corridor (SRC 808.020), unless the removal is excepted under SRC 808.030(a)(2), undertaken pursuant to a permit issued under SRC 808.030(d), undertaken pursuant to a tree conservation plan approved under SRC 808.035, or permitted by a variance granted under SRC 808.045.

Finding: No building expansion that would require removal of any trees is proposed, and no trees are proposed for removal.

SRC 809 - Wetlands: Grading and construction activities within wetlands are regulated by the Oregon Department of State Lands (DSL) and US Army Corps of Engineers. State and Federal wetland laws are also administered by the DSL and Army Corps, and potential impacts to jurisdictional wetlands are addressed through application and enforcement of appropriate mitigation measures.

Finding: According to the Salem-Keizer Local Wetland Inventory (LWI) the subject property does not contain any wetland areas or hydric soils.

SRC 810 - Landslide Hazards: A geological assessment or report is required when regulated activity is proposed in a mapped landslide hazard area. According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no mapped landslide hazard areas on the subject property.

Finding: The development proposal includes a change of use within an existing building, no activity points are assigned to the proposed development. Therefore, the proposed

development is a low landslide hazard risk and does not require a geological assessment or geotechnical report.

Criterion 2:

The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately.

Finding: Liberty Road S abuts the property and does not meet the minimum right-of-way width required for its classification according to the Salem TSP. The property is subject to a special setback equal to 48 feet from centerline of Liberty Road S. No new development is proposed in this area.

Winola Avenue S abuts the property and does not meet the minimum right-of-way width required for its classification according to the Salem TSP. The property is subject to a special setback equal to 30 feet from centerline of Winola Avenue S. No new development is proposed in this area.

There is an unnamed street that traverses through the property. This street is not improved to City street standards; it contains the driveway for the subject property. This unnamed street does not meet the minimum right-of-way width required for its classification according to the Salem TSP. The property is subject to a special setback equal to 30 feet from the centerline of the unnamed street. No new development is proposed in this area.

The subject property is currently served by existing driveway approaches onto Liberty Road S, Winola Avenue S, and Felton Street S. No changes to access are proposed. The existing driveway accesses provide for safe turning movements into and out of the property. The proposed *Child Day Care Center* use will not adversely increase the amount of vehicle traffic into or out of the property.

Criterion 3:

Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians.

Finding: The property has existing driveway accesses on Liberty Road S, Felton Street S, and Winola Avenue S. The existing driveway accesses provide for safe turning movements into and out of the property. The existing driveways and parking areas are designed to facilitate the safe and efficient movement of vehicles, bicycles, and pedestrians, and no changes are proposed to these areas.

Criterion 4:

The proposed development will be adequately served with City water, sewer, stormwater facilities, and other utilities appropriate to the nature of the development.

Finding: The subject property is located inside the Urban Service Area and adequate facilities are available. No Urban Growth Area Preliminary Declaration permit is required. The Public Works Department has reviewed the applicant's preliminary plan for this site. The water, sewer, and storm infrastructure are available within surrounding streets/areas and are adequate to serve the proposed development.

RECOMMENDATION

Based upon the Facts and Findings contained in this staff report, staff recommends that the Hearings Officer **APPROVE** the request for a conditional use and site plan review collective applications for the proposed new *Child Day Care Center* use within an existing building located at 3737 Liberty Rd S subject to the following conditions of approval:

CONDITIONAL USE:

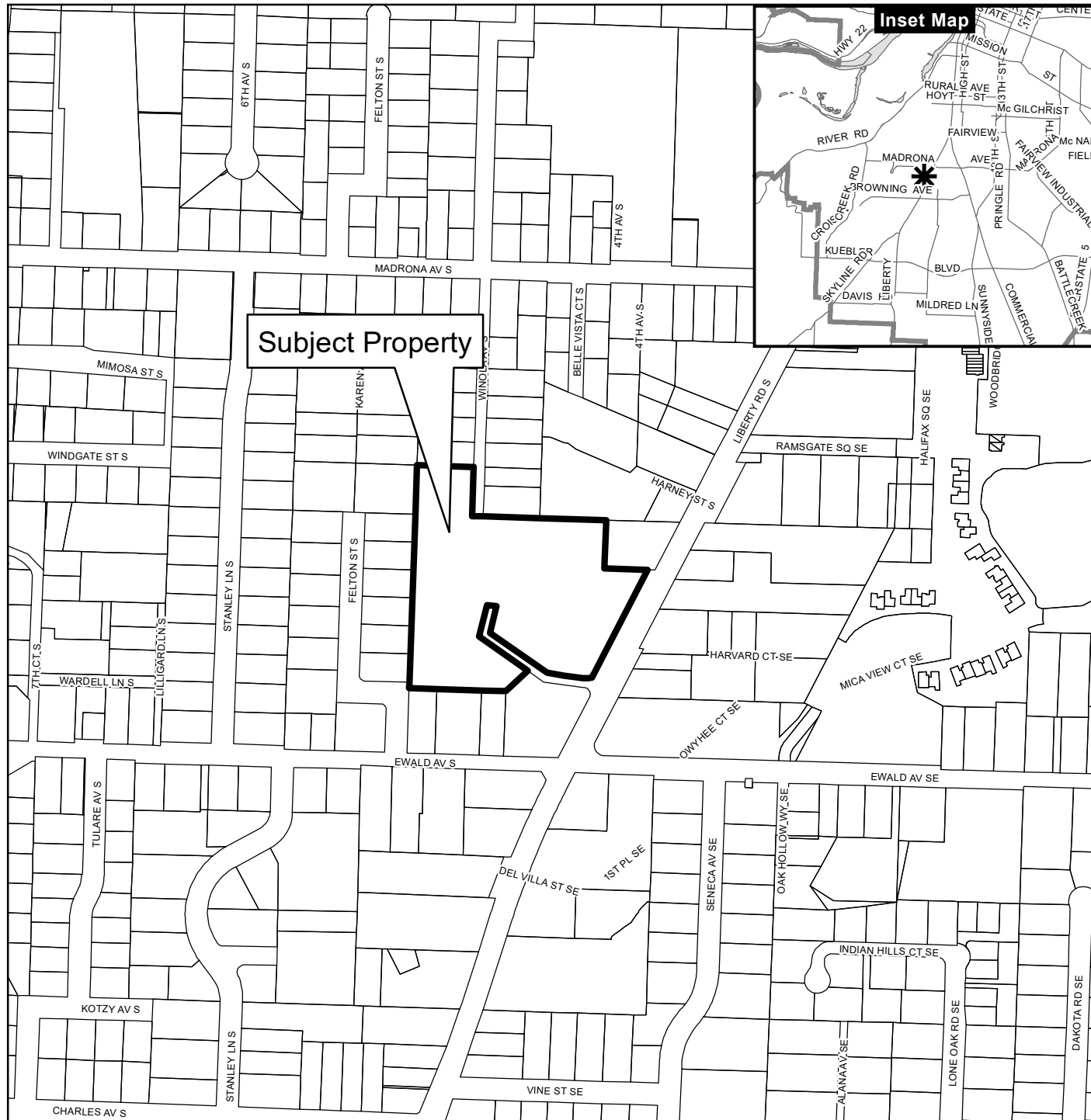
Condition 1: The applicant shall install two additional bicycle parking spaces (e.g., one staple rack) to meet the minimum eight bicycle parking spaces to serve both uses, meeting the development standards of SRC 806.050 and 806.060.

Prepared by Peter Domine, Planner I








Application Deemed Complete Date: July 27, 2023
State Mandated Decision Date: November 24, 2023

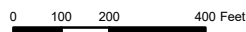
- Attachments: A. Vicinity Map
B. Site Plan
C. Applicant's Statement Addressing Approval Criteria
D. Public Works Memo Dated August 15, 2023

Vicinity Map 3737 Liberty Rd S

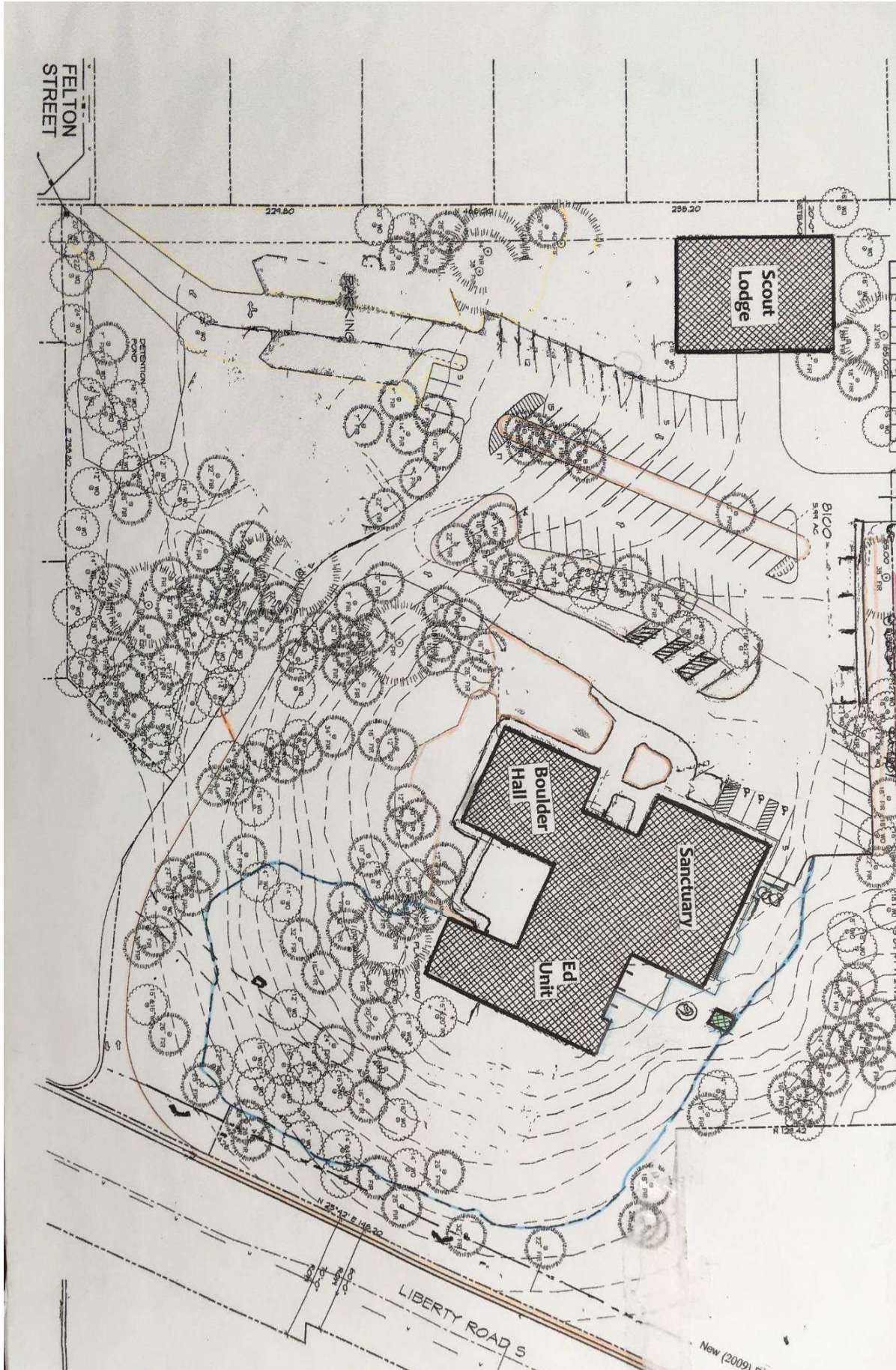


Legend

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



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Statement Regarding Conditional Use Permit Request for Proposed Child Care Center at Westminster Presbyterian Church, 3737 Liberty Road S., Salem, Oregon 97302

Statement Describing the Proposal for Conditional Use Permit:

The conditional use permit request is for the development of a full-time childcare center to be located within the existing building structure of Westminster Presbyterian Church.

Westminster Presbyterian Church recognizes the need for additional childcare services in the Salem area. Westminster is proposing the use of its existing classroom space and downstairs fellowship hall as an area to house a new childcare service. Currently Westminster has a co-op model for preschool education. This school hosts approximately 15 students. In order to accommodate the anticipated enrollment of approximately 35 children in a new childcare center the preschool co-op will close at the Westminster campus and its Board of Directors is considering relocation options.

The proposed use of the church building as a childcare center is allowed as a conditional use in the current RM2 multiple family residential zone where the church has been located since 1957.

We see no adverse impacts on the immediate neighborhood as Westminster Presbyterian Church is set on 5.87 acres of wooded land with three separate entrances and exits. One is from Liberty Street, another from Winola Street and the third from Felton Street.

The proposed use will be reasonably compatible with and have minimal impact on the liveability or appropriate development of surrounding property. The existing Westminster Presbyterian Church building and property will accommodate the proposed childcare center. Neighbors should not notice a difference between the proposed new childcare center and the former pre-school unless they are enrolling children for needed care.


Ample parking is already in existence and no exterior building construction, landscape, tree removal or drainage changes will need to occur to accommodate the childcare center inside existing classroom space. There are three standard bike racks currently in place and 63 parking spaces.

Apartments to the south of the church property and the only office building to the north of the church are buffered by nearly 200 feet of wooded property and a six-foot wooden fence at the property line edge ensuring minimal impact on livability in the area with the issuance of a conditional use permit for a childcare center.



MEMO

TO: Peter Domine, Planner I
Community Development Department

FROM: Laurel Christian, Planner II
Public Works Department 

DATE: August 15, 2023

**SUBJECT: PUBLIC WORKS RECOMMENDATIONS
CU-SPR23-06 (23-111686)
3737 LIBERTY ROAD S
CHILD CARE CENTER WITHIN EXISTING CHURCH**

PROPOSAL

A consolidated application for a Conditional Use permit and Class 3 Site Plan Review to establish a new Child Day Care Center use within an existing Religious Assembly use on property 5.87 acres in size, zoned RM-II, and located at 3737 Liberty Road S (Marion County Assessors Map and Tax Lot Number 083W04DA / 8100).

SUMMARY OF FINDINGS

The proposed development meets applicable criteria related to Public Works infrastructure.

FACTS

Streets

1. Liberty Road S
 - a. Standard—This street is designated as a major arterial street in the Salem TSP. The standard for this street classification is a 68-foot-wide improvement within a 96-foot-wide right-of-way.
 - b. Existing Conditions—This street has an approximate 56-foot improvement within a 77-to-87-foot-wide right-of-way abutting the subject property.
 - c. Special Setback—The property is subject to a special setback equal to 48 feet from centerline of Liberty Road S.

Code authority references are abbreviated in this document as follows: *Salem Revised Code* (SRC); *Public Works Design Standards* (PWDS); *Salem Transportation System Plan* (Salem TSP); and *Stormwater Management Plan* (SMP).

2. Winola Avenue S

- a. Standard—This street is designated as a local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way.
- b. Existing Conditions—This street has an approximate 16-foot improvement within a 30-foot-wide right-of-way abutting the subject property.
- c. Special Setback—The property is subject to a special setback equal to 30 feet from centerline of Winola Avenue S.

3. Felton Street S

- a. Standard—This street is designated as a local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way.
- b. Existing Conditions—This street has an approximate 35-foot improvement within a 60-foot-wide right-of-way abutting the subject property.

4. Unnamed Street

- a. Standard—This street is designated as a local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way.
- b. Existing Conditions—This is an undeveloped 30-foot-wide right-of-way that contains the driveway for the subject property.
- c. The property is subject to a special setback equal to 30 feet from the centerline of the unnamed street.

Storm Drainage

1. Existing Conditions

- a. An 8-inch storm main is located on the southwest corner of the subject property.
- b. A detention basin is located on the southwest corner of the subject property.

Water

1. Existing Conditions

- a. The subject property is located in the S-2 water service level.

- b. An 8-inch water main is located in Liberty Road S. Mains of this size generally convey flows of 900 to 2,200 gallons per minute.
- c. An 8-inch water main is located in Winola Avenue S. Mains of this size generally convey flows of 500 to 1,100 gallons per minute.

Sanitary Sewer

1. Existing Conditions

- a. An 8-inch sewer main is located in Liberty Road S near the northeast corner of the subject property.
- b. An 8-inch sewer main is located in Winola Avenue S.
- c. An 8-inch sewer is located in Felton Street S.

CRITERIA AND FINDINGS—SITE PLAN REVIEW

Analysis of the development based on relevant criteria in SRC 220.005(f)(3) is as follows:

Criteria: SRC 220.005(f)(3)(A) The application meets all applicable standards of the UDC (*Unified Development Code*)

Finding—The subject property meets all applicable standards of the following chapters of the UDC: 601 – Floodplain; 802 – Public Improvements; 803 – Streets and Right-of-Way Improvements; 804 – Driveway Approaches; 805 – Vision Clearance; 809 – Wetlands; and 810 – Landslides.

Public Works staff has reviewed the Flood Insurance Study and Flood Insurance Rate Maps and has determined that no floodplain or floodway areas exist on the subject property.

According to the Salem-Keizer Local Wetland Inventory (LWI), the subject property does not contain any wetland areas or hydric soils.

According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no mapped landslide hazard areas on the subject property.

Criteria: SRC 220.005(f)(3)(B) The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately

Finding—The existing street system is adequate to serve the proposed development and the development is not proposing a building addition subject to SRC 803.040(a); therefore, no right-of-way dedication or street improvements are required.

Liberty Road S abuts the property and does not meet the minimum right-of-way width required for its classification according to the Salem TSP. The property is subject to a special setback equal to 48 feet from centerline of Liberty Road S. No new development is proposed in this area.

Winola Avenue S abuts the property and does not meet the minimum right-of-way width required for its classification according to the Salem TSP. The property is subject to a special setback equal to 30 feet from centerline of Winola Avenue S. No new development is proposed in this area.

There is an unnamed street that traverses through the property. This street is not improved to City street standards; it contains the driveway for the subject property. This unnamed street does not meet the minimum right-of-way width required for its classification according to the Salem TSP. The property is subject to a special setback equal to 30 feet from the centerline of the unnamed street. No new development is proposed in this area.

The Felton-Winola proposed connector off-street bike network alignment is mapped through the property according to the Salem TSP. Pursuant to SRC 800.065(a)(4), the trail shall either be constructed or an easement shall be dedicated for the future alignment. As mapped in the TSP, the alignment travels through the parking lot on the subject property from Winola Avenue S to Felton Street S; however, an engineered alignment has not been provided and connections on either end are not in place. The applicant proposed no changes to the existing parking lot and, therefore, an easement is not required for the future alignment (SRC 800.065). Future development of the property shall take into account the off-street bike network alignment.

Criteria: SRC 220.005(f)(3)(C) Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians

Finding—The subject property is currently served by existing driveway approaches onto Liberty Road S, Winola Avenue S, and Felton Street S. No changes to access are proposed. The existing driveway accesses provide for safe turning movements into and out of the property.

Criteria: SRC 220.005(f)(3)(D) The proposed development will be adequately served with City water, sewer, storm drainage, and other utilities appropriate to the nature of the development

Finding—The subject property is located inside the Urban Service Area and adequate facilities are available. No Urban Growth Area permit is required.

The Public Works Department has reviewed the applicant's preliminary plan for this site. The water, sewer, and storm infrastructure are available within surrounding streets/areas and are adequate to serve the proposed development.

Prepared by: Laurel Christian, Planner II
cc: File