



City of Salem

Salem Planning Commission

August 20, 2024

5:30 PM – 7:30 PM

City Hall, Council Chambers

555 Liberty St SE, Room 240

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

PARTICIPANTS

Commission Members:

Kaley Fought, Lisa Heller, Beth Rhoades, Michael Slater, Jordan Truitt and Robert Vieyra-Braendle

City Staff:

Jennifer Biberston, Administrative Analyst

Bryce Bishop, Planner III

Robert Chandler, Assistant Public Works Director

Laurel Christian, Planner III

Olivia Dias, Current Planning Manager

Aaron Panko, Planner III

Fred Wilson, Assistant City Attorney

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. 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 Jennifer Biberston at jbiberston@cityofsalem.net, 503-540-2315, or City of Salem Planning, Attn: Jennifer Biberston, 555 Liberty St SE Rm 305, Salem OR 97301 to provide written testimony or to coordinate in-person testimony.
4. CONSENT CALENDAR (approval of minutes, adoption of routine items requiring Commission action)
 - 4.1 Approval of Minutes: (June 11 and August 6, 2024 (Fought))
Recommended Action: Approve
 - 4.2 Resolutions: None.
 - 4.3 Action Items: None.
5. PUBLIC HEARINGS:
 - 5.1 **DELIBERATIONS*** for Planned Unit Development / Subdivision / Partition / Urban Growth Preliminary Declaration / Class 2 Adjustment Case No. PUD-SUB-PAR-UGA-ADJ24-04 for the 700 to 800 Blocks of Creekside Dr SE; Ward 4; South Gateway Neighborhood Association; Bryce Bishop,
Bbishop@cityofsalem.net

Summary: Proposed two-parcel Partition and Planned Unit Development-Subdivision creating 11

residential lots along with common open space.

Request: A consolidated application for a proposed Partition to divide property located in the 700 to 800 Blocks of Creekside Drive SE into two parcels of approximately 10.64 acres and 3.37 acres in size, with the largest of the two parcels – proposed Parcel 1, remaining as open space; together with:

- 1) A Class 2 Adjustment to increase the maximum allowed lot depth for Parcel 1 from 1,021 ft. to approximately 1,573 ft. (SRC 510.010(b));
- 2) A Planned Unit Development-Subdivision to further divide Parcel 2 of the proposed Partition into 11 residential lots, ranging in size from approximately 6,104 square feet to 9,287 square feet and accommodating the potential for two attached dwelling units per lot, along with approximately 18,100 square feet of additional open space; and
- 3) An Urban Growth Preliminary Declaration to determine the necessary public facilities required to serve the proposed development.

The subject property totals approximately 13.7 acres in size, is zoned RA (Residential Agriculture), and located in the 700 to 800 Blocks of Creekside Drive SE (Marion County Assessor Map and Tax Lot Numbers: 083W22BA07000 and 083W22BA00100).

***deliberations will be postponed if the applicant does not waive their final rebuttal period.**

Recommendation: [Adopt Staff Report](#)

- 5.2 APPEAL of Subdivision Tentative Plan / Class 2 Adjustment Case No. SUB-ADJ24-04 for the 1800 Block of Park Ave NE; Ward 6 – North Lancaster Neighborhood Association; Aaron Panko, Apanko@cityofsalem.net

Summary: An application for a six-lot residential subdivision.

Request: A Subdivision Tentative Plan to divide approximately 0.82 acres into a total of six lots ranging in size from 4,006 square feet to 6,696 square feet in size, and a Class 2 Adjustment to increase the maximum percentage of flag lots allowed in a subdivision from 15% per SRC 800.025(e), to 66%. The applicant is requesting alternative street standards to the street spacing and connectivity requirements along Park Avenue NE to not provide a new mid-block east-west street connection. The subject property is approximately 0.82 acres in size, zoned RS (Single Family Residential), and located at the 1800 Block of Park Avenue NE - 97301 (Marion County Assessor's Map and Tax Lot numbers: 073W24BA / 08000 and 08100).

Recommended Action: [Adopt Staff Report](#)

6. SPECIAL ORDERS OF BUSINESS:

7. INFORMATION REPORTS:

- 7.1 Public Works Staff Presentation – Robert Chandler, Assistant Public Works Director, Rchandler@cityofsalem.net

8. SUBCOMMITTEE REPORTS:

9. PLANNING ADMINISTRATOR'S REPORT:

10. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER:

11. PUBLIC COMMENT (other than agenda items):

12. ADJOURNMENT

ADDITIONAL MEETING DETAILS

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>

Staff Reports and other meeting documents will be available at this link, see “Agendas and Meeting Minutes”: <https://www.cityofsalem.net/government/boards-commissions/commissions/salem-planning-commission>

To submit written comments for items not on the agenda please contact Jennifer Biberston, Administrative Analyst, at Jbiberston@cityofsalem.net or 503-540-2315.

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 503-540-2371 (711 for Relay) at least two business days in advance.

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, source of income and housing status, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

FUTURE SALEM PLANNING COMMISSION AGENDA ITEMS

NOTE: This schedule is tentative and subject to change.

September 3, 2024

No items to date

September 17, 2024

Staff Presentation: Transportation Requirements for Land Use Applications; Tony Martin, Engineer, TMartin@cityofsalem.net

CU-SPR24-03 Appeal – 870 Alvina St SE; Jacob Brown, Planner I, JBrown@cityofsalem.net

October 1, 2024

No items to date

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/src>

Planning Commission agendas and reports online can be found at:

<https://www.cityofsalem.net/government/boards-commissions/agendas-minutes/-folder-220>