



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 2 Driveway Approach Permit Case No. DAP24-01
PROPERTY LOCATION:	2755 Pence Loop SE, Salem OR 97302
NOTICE MAILING DATE:	August 14, 2024
PROPOSAL SUMMARY:	Proposed driveway approach to serve an existing building.
COMMENT PERIOD:	All written comments must be submitted to City Staff no later than <u>5:00 p.m., WEDNESDAY, August 28, 2024</u>. Please direct any questions and/or comments to the Case Manager listed below. Comments received after the close of the comment period will not be considered. Note: Comments submitted are <u>public record</u>. This includes any personal information provided in your comment such as name, email, physical address and phone number.
CASE MANAGER:	Laurel Christian, Infrastructure Planner III , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-584-4632; E-mail: lchristian@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> South East Salem Neighborhood Association (SESNA), Jeff Leach, Land Use Co-Chair; Phone 503-508-5499; Email: landuse.sesna@gmail.com .
ACCESS:	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
CRITERIA TO BE CONSIDERED:	Salem Revised Code (SRC) Chapter 804.025(d) – Class 2 Driveway Approach Permit 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):	Curtis Pence
APPLICANT(S):	Ronald Ped
PROPOSAL REQUEST:	A Class 2 Driveway Approach Permit for a new driveway approach onto Pence Loop SE to serve an existing building, for property approximately 1.36 acres in size, zoned IG (General Industrial), and located at 2755 Pence Loop SE (Marion County Assessor's Map at Tax Lot Number: 073W35CD01700).
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:	All documents and evidence submitted by the applicant are available on the City's online Permit Application Center at https://permits.cityofsalem.net . You can use the search function without registering and enter the permit number listed here: 24 115894. Paper copies can be obtained for a reasonable cost.

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 información, por favor llame 503-588-6173

REGARDING: Class 2 Driveway Approach Permit Case No. DAP24-01

PROJECT ADDRESS: 2755 Pence Loop SE, Salem OR 97302

AMANDA Application No.: 24-115894-PLN

COMMENT PERIOD ENDS: Wednesday, August 28, 2024, at 5:00 p.m.

SUMMARY: Proposed driveway approach to serve an existing building.

REQUEST: A Class 2 Driveway Approach Permit for a new driveway approach onto Pence Loop SE to serve an existing building, for property approximately 1.36 acres in size, zoned IG (General Industrial), and located at 2755 Pence Loop SE (Marion County Assessor’s Map at Tax Lot Number: 073W35CD01700).

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., WEDNESDAY, August 28, 2024, will be considered in the decision process. Comments received after this date will be not considered. *Comments submitted are public record. This includes any personal information provided in your comment such as name, email, physical address and phone number. Mailed comments can take up to 7 calendar days to arrive at our office. 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: Laurel Christian, Infrastructure Planner III, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: 503-584-4632; E-Mail: lchristian@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

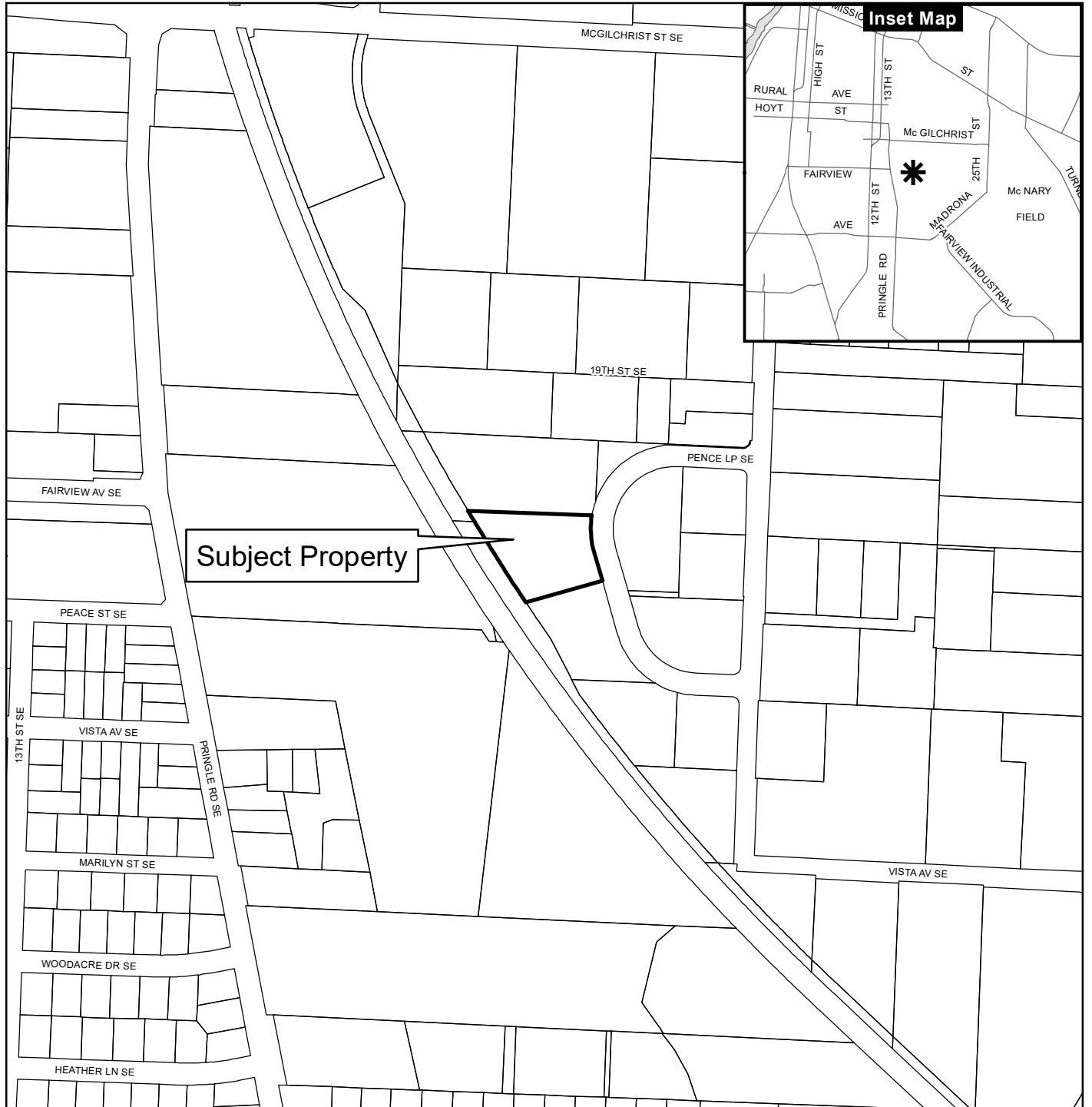
BUSINESS REPLY MAIL
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POSTAGE WILL BE PAID BY ADDRESSEE








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



Vicinity Map 2755 Pence Loop SE



Legend

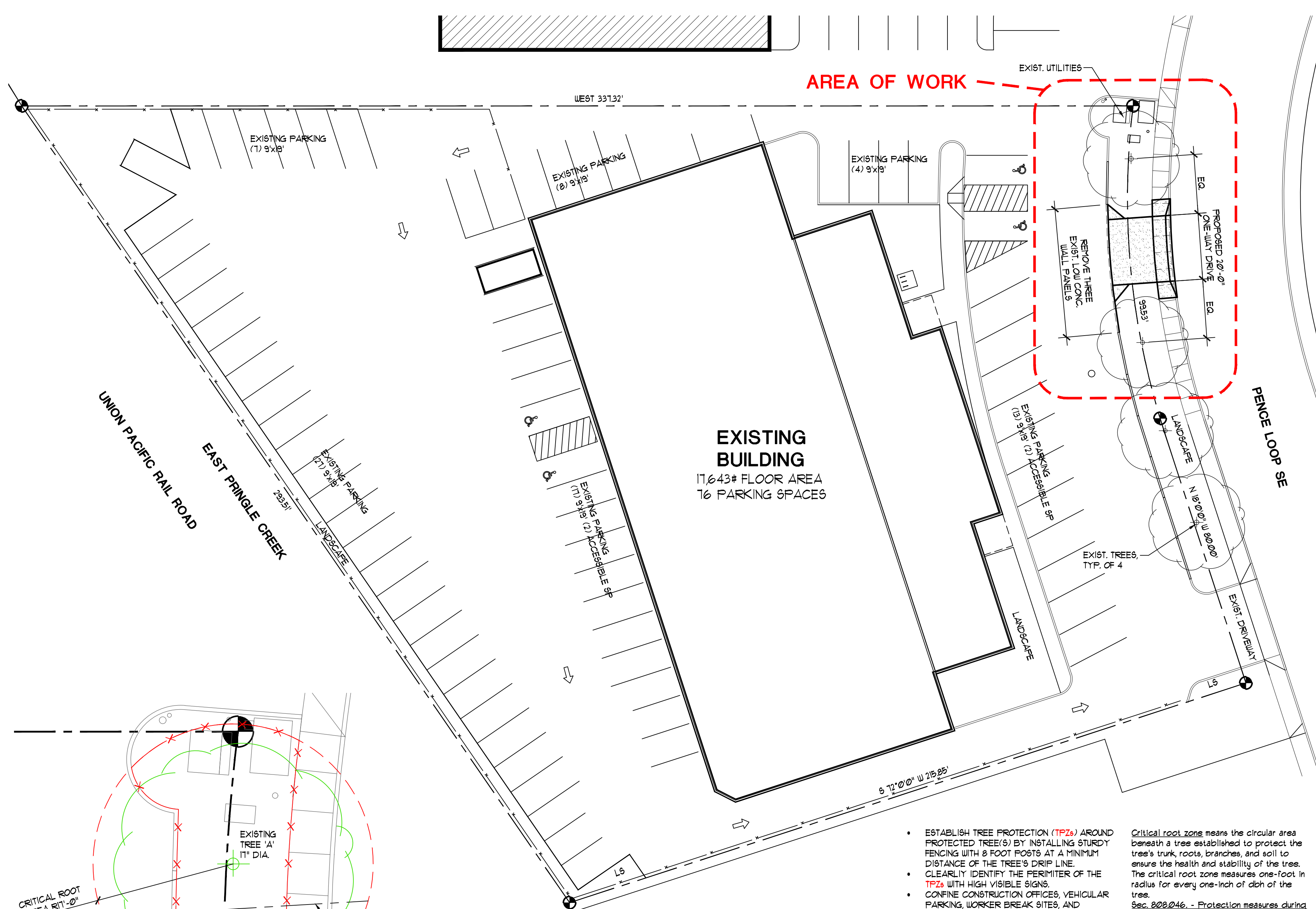
-  Taxlots
-  Urban Growth Boundary
-  City Limits
-  Outside Salem City Limits
-  Historic District
-  Schools
-  Parks



0 100 200 400 Feet

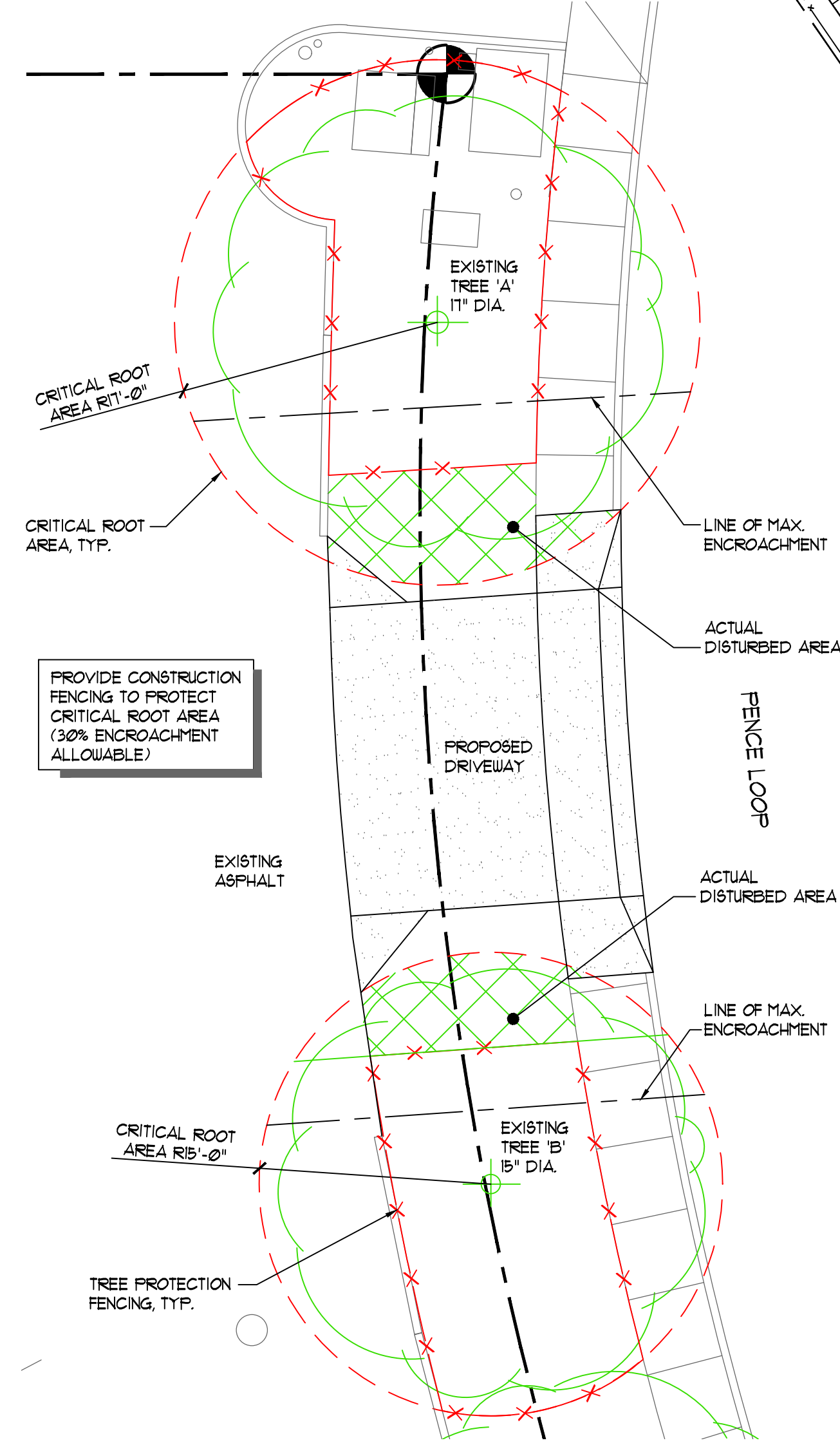


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OVERALL SITE PLAN

SCALE: 1" = 20'-0"



TREE PROTECTION PLAN

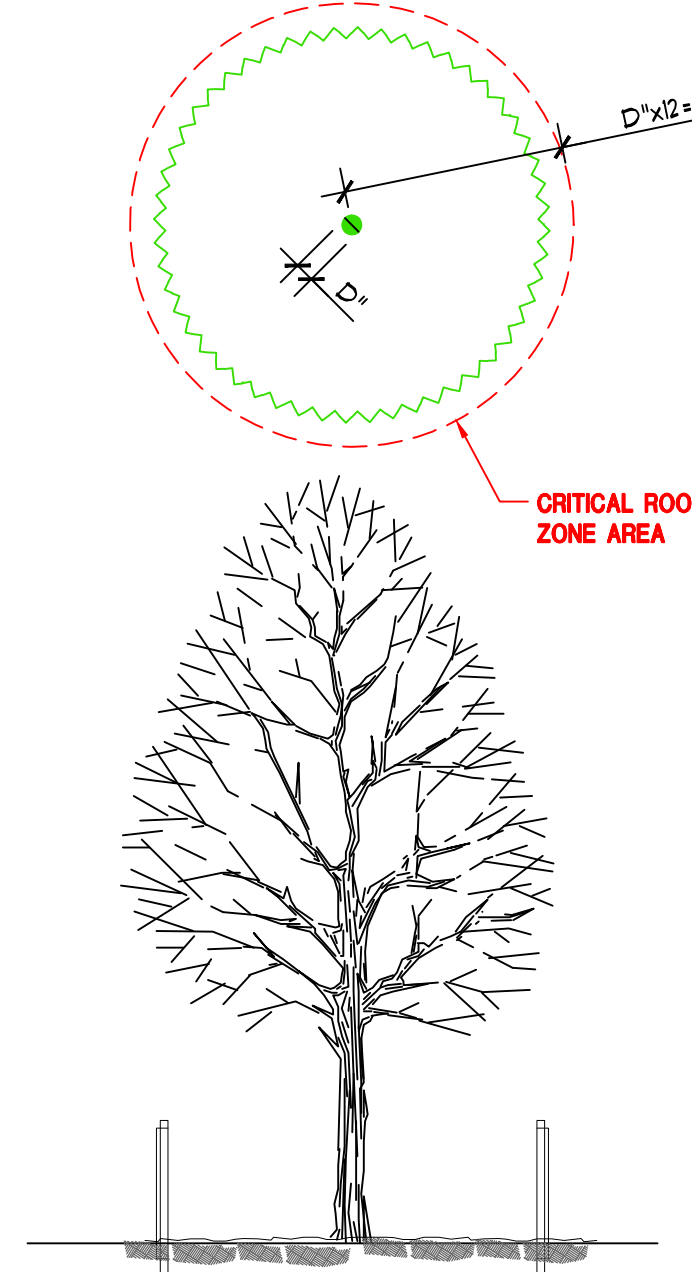
SCALE: 1/8" = 1'-0"

CRITICAL ROOT ZONE AREA RECOMMENDATIONS

- Establish tree protection zones (TPZs) around protected tree(s) by installing sturdy fencing with 8' posts at a minimum distance of the tree's drip line.
- Clearly identify the perimeter of the TPZs with highly visible signs.
- Confine construction offices, vehicular parking, worker break sites, and material storage to locations outside of the TPZs.
- Avoid cutting tree roots over 4 inches in diameter.
- Make all necessary cuts to tree roots cleanly with sharp tools; never tear with a backhoe.
- Do not change soil grade within the TPZ by cutting or filling.
- Take care to not wound or break tree trunks or branches through contact with vehicles and heavy equipment.

TREE SUMMARY

DESIGNATION	TREE 'A'	TREE 'B'
CRITICAL ROOT ZONE AREA	908 SF	107 SF
30% OF CRITICAL ROOT ZONE	272 SF	212 SF
ACTUAL DISTURBED (12% & 11%)	105 SF	77 SF
30% MAX. ENCROACHMENT PER SRC 808.046(A)(3)(A)		



TREE PROTECTION DETAIL

SCALE: NTS

1

- ESTABLISH TREE PROTECTION (TPZs) AROUND PROTECTED TREE(S) BY INSTALLING STURDY FENCING WITH 8 FOOT POSTS AT A MINIMUM DISTANCE OF THE TREE'S DRIP LINE.
- Clearly identify the PERIMETER OF THE TPZs WITH HIGH VISIBLE SIGNS.
- CONFINE CONSTRUCTION OFFICES, VEHICULAR PARKING, WORKER BREAK SITES, AND MATERIAL STORAGE TO LOCATIONS OUTSIDE OF THE TPZs.
- AVOID CUTTING TREE ROOTS OVER 4 INCHES IN DIAMETER.
- MAKE ALL NECESSARY CUTS TO TREE ROOTS CLEANLY WITH SHARP TOOLS, NEVER TEAR WITH A BACKHOE.
- DO NOT CHANGE SOIL GRADE WITHIN THE TPZ BY CUTTING OR FILLING.
- TAKE CARE TO NOT WOUND OR BREAK TREE TRUNKS OR BRANCHES THROUGH CONTACT WITH VEHICLES AND HEAVY EQUIPMENT.

Critical root zone means the circular area beneath a tree established to protect the tree's trunk, roots, branches, and soil to ensure the health and stability of the tree. The critical root zone measures one-foot in radius for every one-inch of dbh of the tree.

Sec. 808.046 - Protection measures during construction.
Except where specific protection requirements are established elsewhere under the UDC, any trees or native vegetation required to be preserved or protected under the UDC shall be protected during construction as follows:

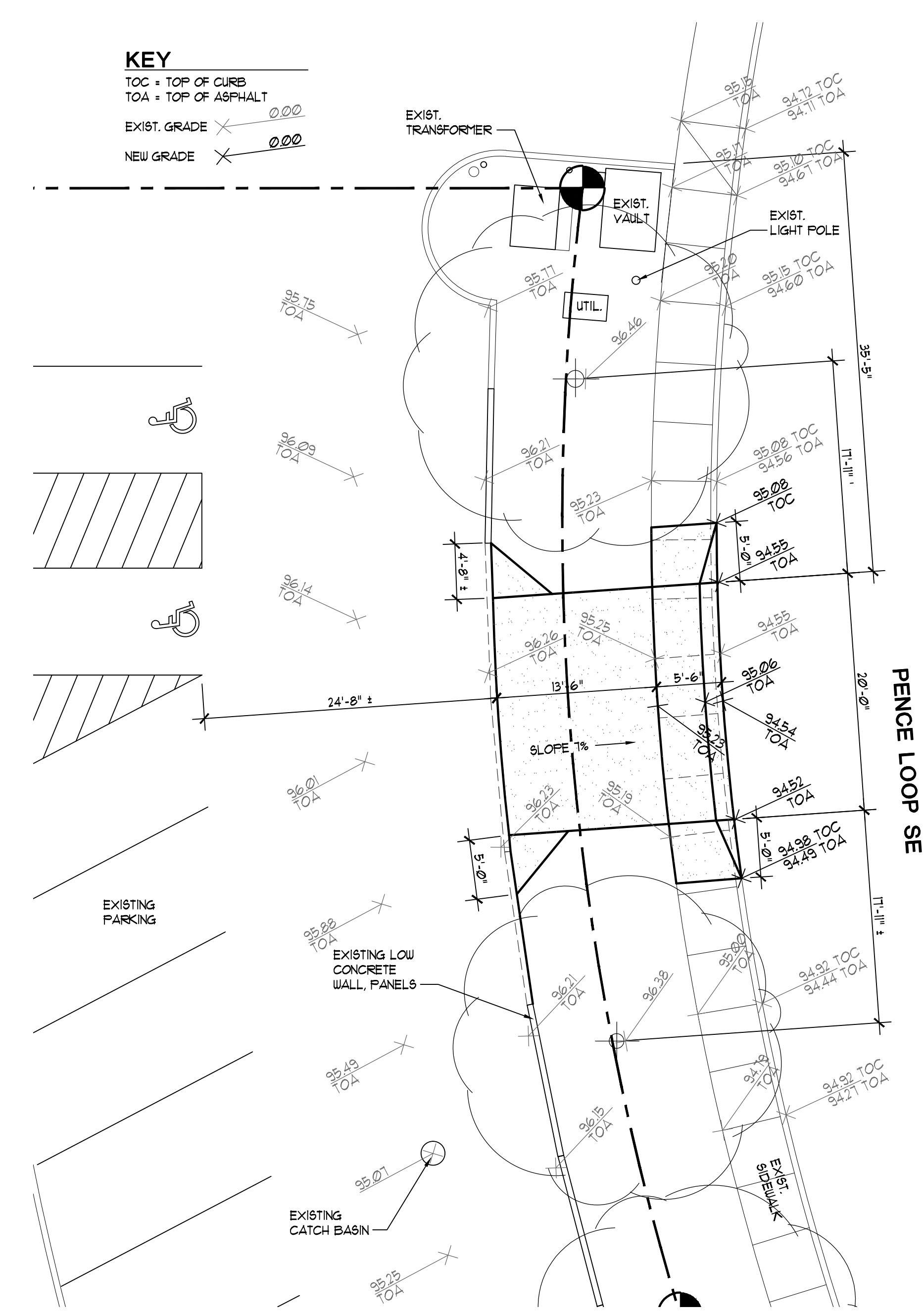
- (1) Trees. All trees shall be protected during construction with the installation of an above ground silt fence, or its equivalent.
- (2) Within the area protected by the above ground silt fence, the tree's trunk, roots, branches, and soil shall be protected to ensure the health and stability of the tree, and there shall be no grading, placement of fill, storage of building materials, or parking of vehicles.
- (3) Notwithstanding SRC 808.046(A)(2):
 - (A) Up to a maximum of 30 percent of the critical root zone of a tree may be disturbed in order to accommodate development of the property when a report from an arborist is submitted documenting that such disturbance will not compromise the long-term health and stability of the tree and all recommendations included in the report to minimize any impacts to the tree are followed.
 - (B) Fences, patios, landscaping and irrigation, and accessory and similar structures that do not require a building permit, may be placed or constructed within the critical root zone of a tree.
 - (C) Native vegetation. All native vegetation shall be protected during construction with the installation of an above ground silt fence, or its equivalent.

(1) The above ground silt fence shall be located around the perimeter of the native vegetation.

(2) Within the area protected by the above ground silt fence, native vegetation shall not be removed and there shall be no grading, placement of fill, storage of building materials, or parking of vehicles.

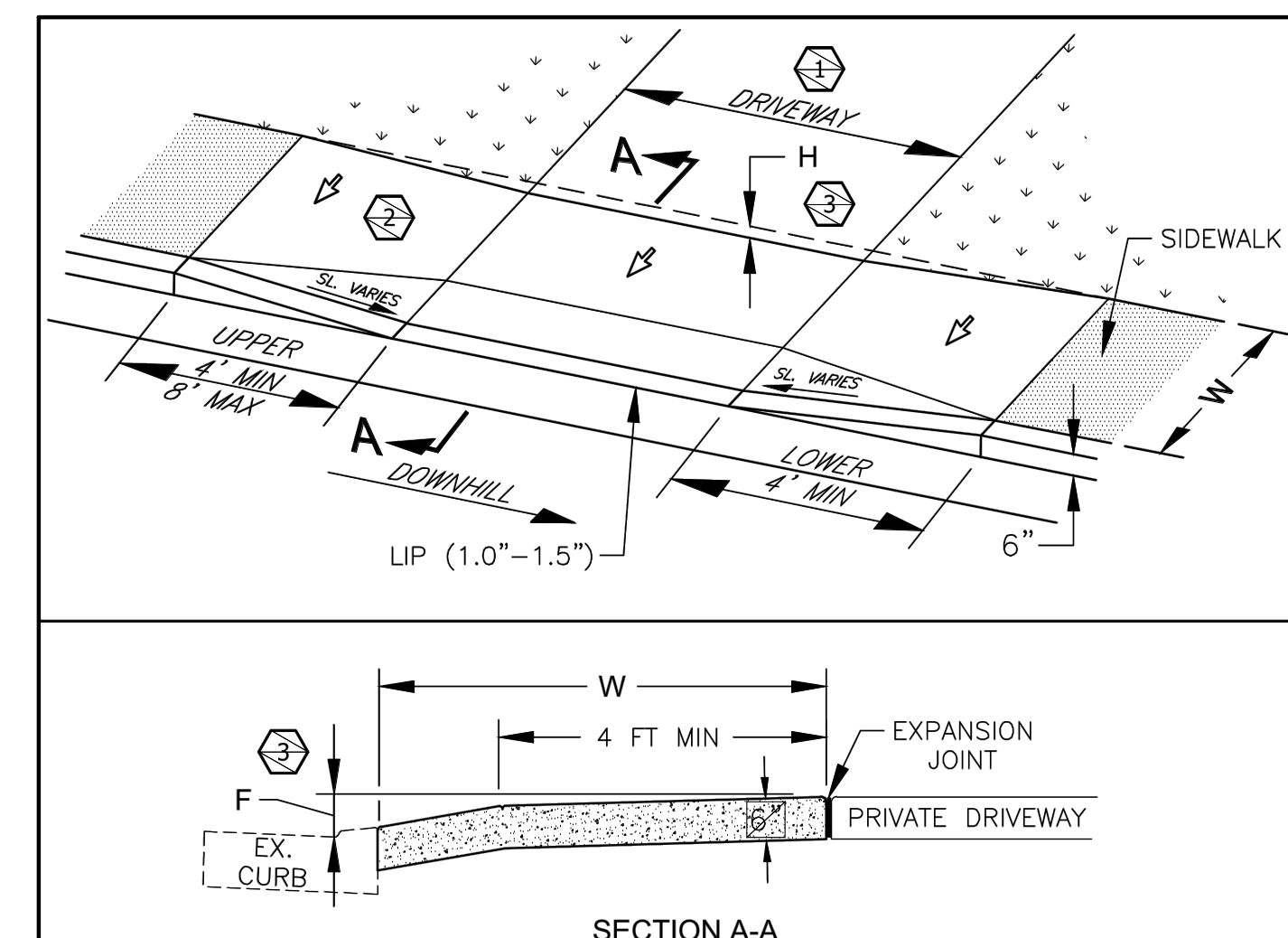
(c) Duration. Protection measures required under this section shall remain in place until issuance of notice of final completion for the dwelling unit(s) on the lot, or issuance of certificate of occupancy in all other cases.

KEY
 TOC = TOP OF CURB
 TOA = TOP OF ASPHALT
 EXIST. GRADE X 0.00
 NEW GRADE X 0.00



SITE PLAN

SCALE: 1/8" = 1'-0"



SECTION A-A

CITY OF SALEM
 DEPARTMENT OF PUBLIC WORKS
 STANDARD PLAN
 STANDARD DRIVEWAY APPROACH
 CURBLINE SIDEWALK

APPROVED	12/27/19	DRAWN BY	JAK	10/2019
CITY ENGINEER	DATE	CHECKED BY	DEW	10/2019

NO.301A

DRIVEWAY APPROACH DETAIL

SCALE: 1/2" = 1'-0"

2

KEYNOTES

- DRIVEWAY WIDTH AS SPECIFIED ON PERMIT OR AS SHOWN ON PLANS.
- 7.5% TYPICAL (8.3% MAXIMUM) SLOPE, BUT SHALL NOT REQUIRE THE LENGTH TO EXCEED 8- FEET. APPROXIMATE MINIMUM LENGTHS REQUIRED FOR VARIOUS STREET SLOPES ARE SHOWN IN TABLE BELOW:

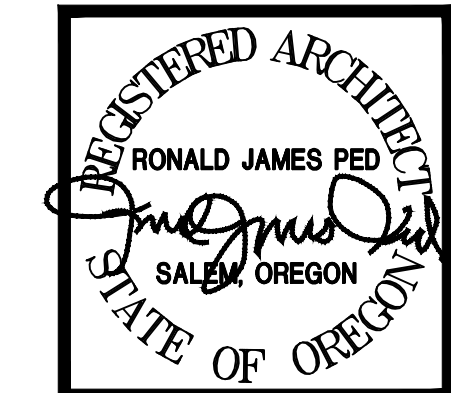
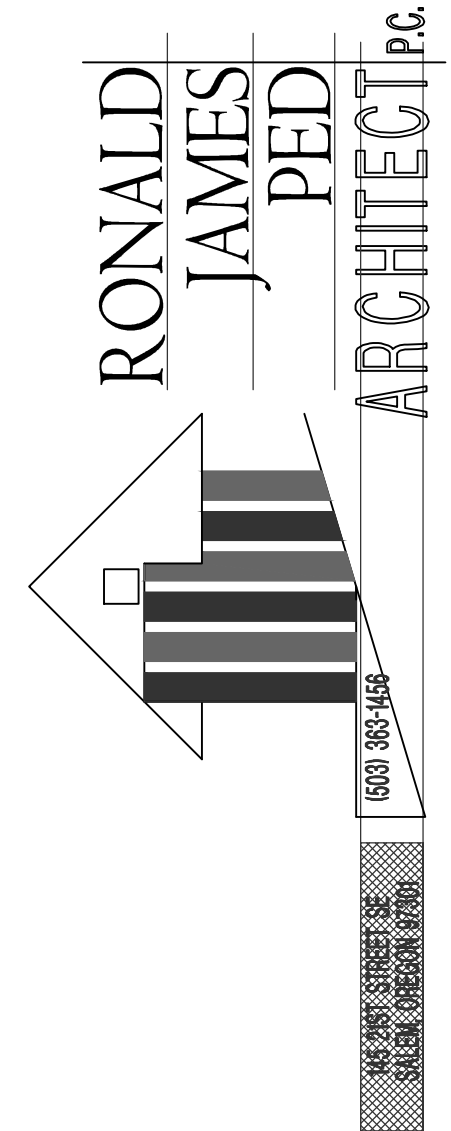
STREET SLOPE %	UPPER TRANSITION MINIMUM LENGTH (W=5')
1.0	4.0'
2.0	4.5'
3.0	5.25'
4.0	6.5'
>5.0	8.0'

- DIMENSIONS "F" AND "H" VARY WITH SIDEWALK WIDTH "W".

W (FT)	H (INCHES)	F (INCHES)
5	3.25	4.0
6	2.75	4.75
7	2.25	5.5
8		7.0

GENERAL NOTES

- ALL SLOPES ARE RELATIVE TO TRUE HORIZONTAL.
- DRIVEWAY APPROACH AND TRANSITIONS SHALL BE MINIMUM 6-INCH THICK COMMERCIAL GRADE CONCRETE.
- REFER TO SIDEWALK STANDARDS FOR BROOM FINISH; JOINTS; TOOLED EDGES.
- ALL MEASUREMENTS ARE BASED ON 6 INCH CURB REVEAL.
- SLOPE = 1.5% TYPICAL (2.0% MAXIMUM)



NEW DRIVEWAY FOR
PENCE CENTER
 2756, PENCE LOOP SE, SALEM OR, 97302

DATE: 22 JULY 2024
 DRAWN: JOB NO. 2425

A.1.1