



City of Salem Downtown Advisory Board

August 22, 2024
12 Noon -1:30 PM In-Person
350 Commercial St NE

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

PARTICIPANTS

Board Members

Joshua Kay, Chair; Kirk Sund; Allan Pollock; Charles Weathers, Vice-Chair; Rory McManus; Rian Fechtel; Sara Ngo; Kiana Chase; Laurie Miller; Ernesto Toskovic

Staff

Sheri Wahrgren, Lynda Rose

AGENDA

1. Welcome
2. Call to Order
3. Approval of Agenda
4. Approval of Minutes from June 27, 2024
5. Public Comment
6. Action Items
 - a. None
7. Information Reports
 1. Missing Historic Feature Grant Update
 2. 295 Commercial Street SE Project Update
 3. Art Pedestal Project Update
8. Adjourn

Next Meeting: September 26, 2024

This meeting is being conducted In-Person only. No virtual participation is possible. Interested persons may view the meeting online on [YouTube](#), and the public may attend in person. Please submit any written comments on agenda items no later than 5 p.m. one day prior to the day of the meeting at DAB@cityofsalem.net.

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 (TTD/TTY 503-588-6439) 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, and source of income, 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.

MINUTES
Downtown Advisory Board
Thursday, June 27, 2024 @ Noon
350 Commercial St. NE
[YouTube](#)

1. CALL TO ORDER AND ROLL CALL: 12:03 p.m.

2. Roll Call: Joshua Kay, Charles Weathers, Allan Pollock, Laurie Miller, Rory McManus, Sara Ngo

Excused: Kirk Sund, Rian Fechtel, Kiana Chase, Ernesto Toskovic

Staff: Sheri Wahrgren, Lynda Rose, Brian Luse, Olivia Dias, Stephanie Myers

Guests: Chris French, Cherriots

3. APPROVAL OF AGENDA

Motion: Move to approve the agenda for June 27, 2024, as presented.

Motion By: Board Member Miller

Seconded by: Board Member Pollock

Action: Approved

Vote: *Aye:* Unanimous **Motion PASSES**

4. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from May 23, 2024, as presented.

Motion by: Board Member Miller

Seconded by: Board Member McManus

Action: Approved

Vote: *Aye:* Unanimous **Motion PASSES**

5. PUBLIC COMMENT

a. None.

6. ACTION ITEMS

a. Does the Downtown Advisory Board support cancellation of the July 25, 2024, monthly board meeting?

Motion: Move to cancel July 25, 2024, meeting.

Motion by: Board Member Miller

Seconded by: Board Member Pollock

Action: Approved

Vote: *Aye:* Unanimous **Motion PASSES**

7. INFORMATION REPORTS

1. Cherriots Project Overview: Chris French

Questions/Comments: Kay, Pollock, Miller, Weathers, Wahrgren, French

2. Overview of Conflict of Interest Rules: Brian Luse, Assistant City Attorney

Questions/Comments: Miller, Weathers, McManus, Kay, Wahrgren, Luse

3. Downtown Code Information: Stephanie Myers, Code Compliance Officer
Questions/Comments: Miller, Weathers, McManus, Kay, Ngo, Wahrgren, Dias, Myers

ADJOURN @ 1:31 p.m.

Next Meeting: August 22, 2024

RECOMMENDATION:

Information only.

FACTS AND FINDINGS:

In the FY 2025 Budget, the Agency Board approved \$200,000 in funding for grants to replace missing historic architectural features that have been removed over time from downtown historic buildings. This is being called the Missing Historic Architectural Grant program and it is anticipated that these funds will support one or two grants.

The Historic Landmarks Commission, with support from staff, will be on point to review and select one or more projects to receive this grant funding. The application process and project criteria are being finalized and will align with several of the existing Riverfront-Downtown Urban Renewal Area (RDURA) Capital Improvement Grant guidelines. To determine if a proposed project will meet historic requirements, anyone who may want to apply for a grant will need to schedule a meeting with City of Salem Historic Preservation staff. Application submittals, review, and grant recipient selection is proposed to be completed winter 2024 with the goal that projects are completed by June 2025.

BACKGROUND:

In 2003, the RDURA offered a Missing Historic Feature Grant. This funded one project, which was successfully completed, and replaced an architectural feature that had been removed from the Reed Opera House Building. The goal of repeating this special grant is to show continued support for the preservation of downtown historic resources, and their contributions to the community.

Sheri Wahrgren, Assistant Director
Urban Development Division
Community Planning and Development Department

Attachments:
None.



Legislation Details (With Text)

File #: 24-295 **Version:** 1
Type: Informational Report **Status:** Agenda Ready
In control: Urban Renewal Agency
On agenda: 7/22/2024 **Final action:** 7/22/2024
Title: 295 Commercial Street SE Site Redevelopment Update

Ward(s): Ward 2
 Councilor(s): Nishioka
 Neighborhood(s): CANDO
 Result Area(s): Strong and Diverse Economy.

Sponsors:

Indexes:

Code sections:

Attachments:

| Date | Ver. | Action By | Action | Result |
|-----------|------|----------------------|--------|--------|
| 7/22/2024 | 1 | Urban Renewal Agency | | |

TO: Urban Renewal Agency Board
THROUGH: Keith Stahley, Executive Director
FROM: Kristin Retherford, Director, Community Planning and Development Department

SUBJECT:
 295 Commercial Street SE Site Redevelopment Update

Ward(s): Ward 2
 Councilor(s): Nishioka
 Neighborhood(s): CANDO
 Result Area(s): Strong and Diverse Economy.

SUMMARY:
 Information on the objectives and timeline for the redevelopment of the site owned by the Agency located at 295 Commercial Street SE.

ISSUE:
 295 Commercial Street SE Site Redevelopment Update.

RECOMMENDATION:
 Information only.

FACTS AND FINDINGS:

In June 2023, the Urban Renewal Agency purchased the property located at 295 Commercial Street SE with tax increment funds. It is located at a highly visible corner of Front Street SE, Trade Street SE, and Commercial Street SE, with views of downtown Salem, Pringle Creek, Riverfront Park, and the Willamette River. The property is included in both the South Waterfront Urban Renewal Area and the Riverfront Urban Renewal Area.

The following summarizes the estimated schedule for undertaking a redevelopment solicitation, selecting a developer, and negotiating a disposition and development agreement.

| | |
|-----------------------|--|
| Summer 2024 | Finalize developer submittal requirements, which will include at a minimum: <ul style="list-style-type: none">• Project idea/concept, with scoring preference for affordable units at 80% or less MFI.• Development team qualifications, with scoring preference for a local developer• Project approach |
| Fall 2024 | Issue the solicitation |
| Winter 2024/2025 | Evaluate submittals and select a developer |
| Spring/Summer 2025 | Negotiate the Disposition and Development Agreement |
| Fall/Winter 2025/2026 | Developer moves forward with design, land use, and permitting |

BACKGROUND:

In early 2024, the Downtown Advisory Board created a sub-committee to discuss ideas regarding a vision and goals for redevelopment of the subject site. They shared their results with the full advisory board, including the importance of the future Pringle Creek pedestrian path, as well as site limitations and challenges including a variety of utility easements and limited site access.

The process for disposition of the site includes a solicitation for development proposals. The following summarizes the redevelopment vision and goals that the Downtown Advisory Board recommends be considered as part of the solicitation and development team selection:

- Design creativity
- Relationship to Riverfront Park
- Mixed-uses (commercial retail, office, housing)
- Maximize benefits of the proximity to Pringle Creek and Willamette River
- Encourage green building practices

- Building designs should reflect the high-visibility nature of the site and each side of the building should be considered front-facing due to proximity to the park, creek, Commercial Street, etc.

Proposals will need to demonstrate the ability to successfully carry out a real estate development and construction project of this nature. This includes a demonstrated ability and relevant experience (individual or collective) with public-private partnerships, financing, design, construction, and operation/management of mixed-use projects and mixed income, including affordable housing. It is expected that the development proposals will determine the most realistic and feasible uses for the site based on market demand, while recognizing the importance of supporting the Riverfront-Downtown Urban Renewal and South Waterfront Urban Renewal Plans, and Agency Board goals and objectives.

Sheri Wahrgren, Assistant Director
Urban Development Division
Community Planning and Development Department

Attachments:
None.