



NOTICE OF PROPOSED ADMINISTRATIVE RULEMAKING

Public Works Department	109-001, 109-004, and 109-011	
Department	Administrative Rules Chapter Number	
Allen Dannen, P.E.	1457 23rd Street SE, Salem, Oregon 97302	503-588-6211
Rules Coordinator	Address	Telephone

ADMINISTRATIVE RULE SUMMARY

The proposed administrative action to be taken is to adopt Administrative Rules 109-001 and 109-004 which update the Public Works Design Standards, as well as Administrative Rule 109-011 which updates definitions and forms for Operations and Maintenance of Stormwater Facilities. Adoption of the Administrative Rules follows an information report to the Salem City Council on October 28, 2024. The rules will be adopted and effective on November 1, 2024.

The Public Works Director is authorized by *Salem Revised Code* (SRC) 20J.030 to issue administrative rules to implement the provisions of Code. The proposed administrative rules update current Public Works Design Standards (“Standards”) in Divisions 001 and 004 to support recent amendments to SRC Chapter 70 (Utilities) and SRC Chapter 71 (Stormwater). The amendments were required to comply with the City’s 2021 National Pollutant Discharge Elimination System Municipal Separate Storm Sewer System Phase I Individual Permit (“Municipal Stormwater Permit”).

Requirements of the Municipal Stormwater Permit necessitated changes to Division 004 of the Standards to: (1) reflect updated impervious area thresholds warranting stormwater management, (2) promote and prioritize use of retention to facilitate stormwater treatment where feasible, and (3) address the City’s strategy for use of Green Stormwater Infrastructure (GSI) facilities and Low Impact Development (LID). With these changes arose a need to update and standardize definitions in Appendix A of Division 001 and to update and add maintenance definitions and forms in Administrative Rule 109-011.

The drafts of Administrative Rules 109-001, 109-004, and 109-011 are available for review online at:

<https://www.cityofsalem.net/government/laws-rules/administrative-rules/-folder-56>

Hard copies of the proposed rules are available for viewing at the following locations during normal business hours at the City of Salem Civic Center and the Salem Public Library:

City Recorder’s Office
555 Liberty Street SE
Room 225

Salem Public Library
585 Liberty Street SE
First Floor

AUTHORITY

Ordinance Authority to Promulgate the Administrative Rule: SRC 20J.03

DOCUMENTS, REPORTS, AND STUDIES


The proposed rules are based on the City's Municipal Stormwater Permit, amendments to SRC Chapters 70 and 71, the existing Public Works Design Standards and Administrative Rule 109-011, and feedback received during external stakeholder meetings. The existing Public Works Design Standards are posted on the City of Salem website at:

<https://www.cityofsalem.net/home/showpublisheddocument/420/637783628239500000>

All documents, reports, or studies relied upon are available for public inspection by contacting: Julia Gonzalez, PE, at 1457 23rd St SE, Salem, OR, 97302, 503-588-6211 ext. # 7676 or jcsgonzalez@cityofsalem.net.

PUBLIC COMMENT

Interested Persons must submit written comments to Julia Gonzalez at 1457 23rd St SE, Salem OR 97302, or via e-mail to jcsgonzalez@cityofsalem.net. **ALL COMMENTS MUST BE RECEIVED NO LATER THAN OCTOBER 4, 2024, AT 5:00 P.M. TO BE CONSIDERED.**

	Brian Martin, PE, Public Works Director	09/16/2024
Department Head Signature	Printed Name	Date