



# 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.*

<b>CASE NUMBER:</b>	Class 2 Minor Historic Design Review Case No. HIS24-24
<b>PROPERTY LOCATION:</b>	249 Liberty St NE, Salem OR 97301
<b>NOTICE MAILING DATE:</b>	October 16, 2024
<b>PROPOSAL SUMMARY:</b>	A proposal to install a non-lighted sign under the metal awning on the west entrance of the Electric Building (1917).
<b>COMMENT PERIOD:</b>	<b>All written comments must be submitted to City Staff no later than <u>5:00 p.m. Wednesday, October 30, 2024</u>. Please direct any questions and/or comments to the Case Manager listed below, or submit comments online at <a href="https://egov.cityofsalem.net/PlanningComments">https://egov.cityofsalem.net/PlanningComments</a>. 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.</b>
<b>CASE MANAGER:</b>	<b>Jacob Morris, Historic Preservation Planner</b> , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2417; E-mail: <a href="mailto:jjmorris@cityofsalem.net">jjmorris@cityofsalem.net</a>
<b>NEIGHBORHOOD ASSOCIATION:</b>	<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>  Central Area Neighborhood Development Organization (CAN-DO), Bryant Baird, Land Use Chair; Phone: 971-388-0654; Email: <a href="mailto:mbbaird@hotmail.com">mbbaird@hotmail.com</a> .
<b>ACCESS:</b>	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
<b>CRITERIA TO BE CONSIDERED:</b>	Salem Revised Code (SRC) Chapter(s) 230.056 – Signs in commercial historic districts  Salem Revised Code (SRC) is available to view at this link: <a href="http://bit.ly/salemorcode">http://bit.ly/salemorcode</a> . Type in the chapter number(s) listed above to view the applicable criteria.

<b>PROPERTY OWNER(S):</b>	Kerley Commercial LLC (Paul Kerley)
<b>APPLICANT(S):</b>	Paul Kerley
<b>PROPOSAL REQUEST:</b>	Class 2 Minor Historic Design Review of a proposal to install a non-lighted 2ft by 3ft painted aluminum sign under the awning at the west side of the Electric Building (1917), a historic contributing resource within the Downtown Salem National Register Historic District on property zoned CB (Central Business District) and located at 249 Liberty Street NE (aka 241-249 Liberty Street NE-Marion County Assessors Map and Tax Lot number: 073W22DC07301).
<b>APPLICATION PROCESS:</b>	<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>
<b>MORE INFORMATION:</b>	All documents and evidence submitted by the applicant are available on the City's online Permit Application Center at <a href="https://permits.cityofsalem.net">https://permits.cityofsalem.net</a> . You can use the search function without registering and enter the permit number listed here: 24 119602. 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 Minor Historic Design Review Case No. HIS24-24

**PROJECT ADDRESS:** 249 Liberty St NE, Salem OR 97301

**AMANDA Application No.:** 24-119602-PLN

**COMMENT PERIOD ENDS:** October 30, 2024 at 5:00 p.m.

**SUMMARY:** A proposal to install a non-lighted sign under the metal awning on the west entrance of the Electric Building (1917).

**REQUEST:** Class 2 Minor Historic Design Review of a proposal to install a non-lighted 2ft by 3ft painted aluminum sign under the awning at the west side of the Electric Building (1917), a historic contributing resource within the Downtown Salem National Register Historic District on property zoned CB (Central Business District) and located at 249 Liberty Street NE (aka 241-249 Liberty Street NE-Marion County Assessors Map and Tax Lot number: 073W22DC07301).

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, October 30, 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, or submit comments online at <https://egov.cityofsalem.net/PlanningComments>*

**CASE MANAGER:** Jacob Morris, Historic Preservation Planner, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: 503-540-2417; E-Mail: [jjmorris@cityofsalem.net](mailto:jjmorris@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**  
FIRST-CLASS MAIL PERMIT NO. 1508 SALEM, OR

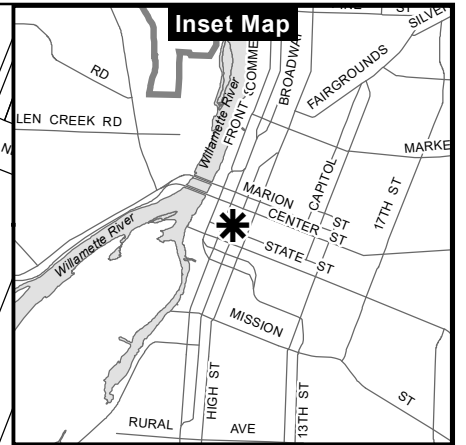
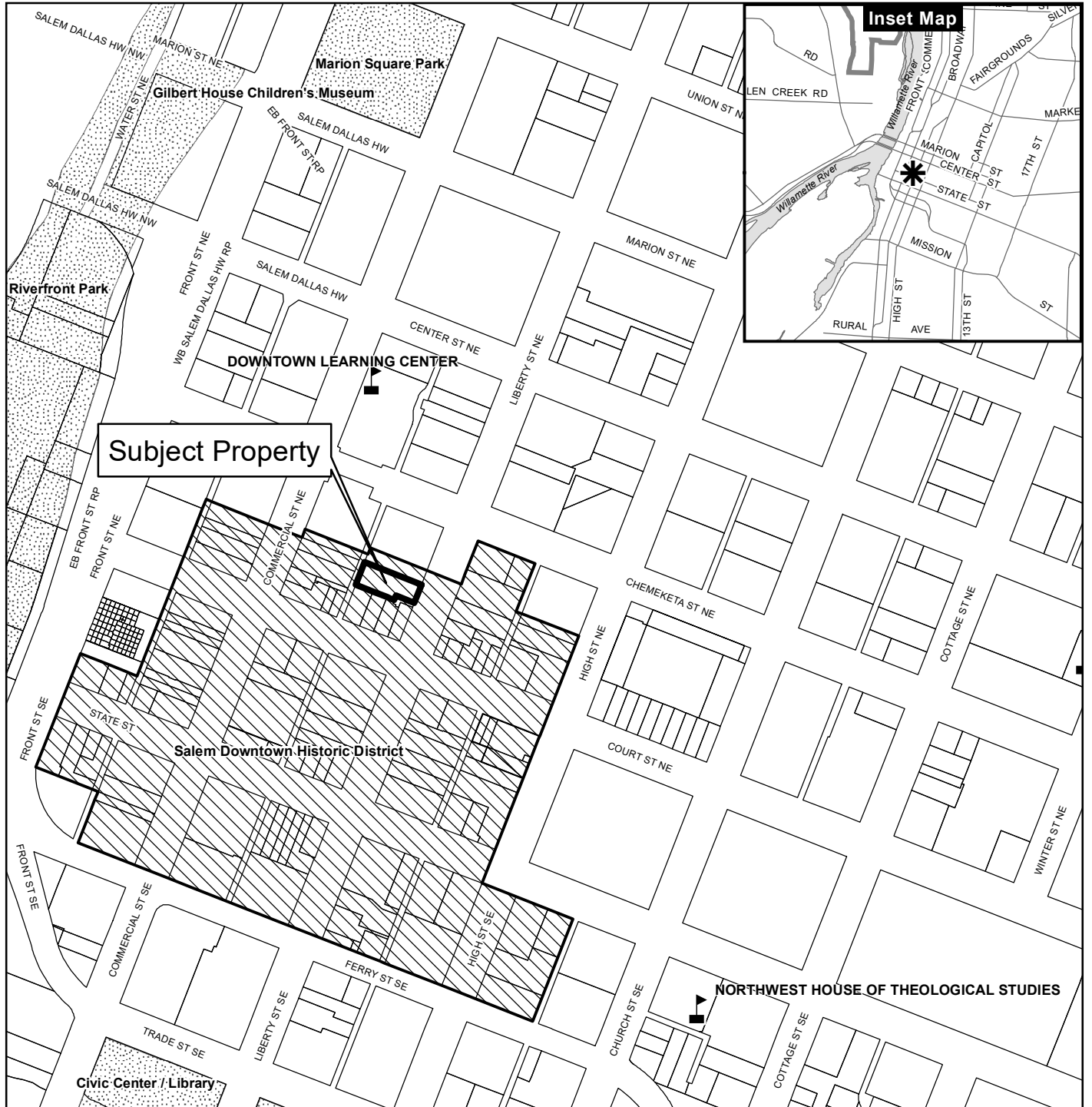
POSTAGE WILL BE PAID BY ADDRESSEE

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










# Vicinity Map

## 249 Liberty Street NE



### Legend

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



0 100 200 400 Feet

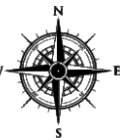
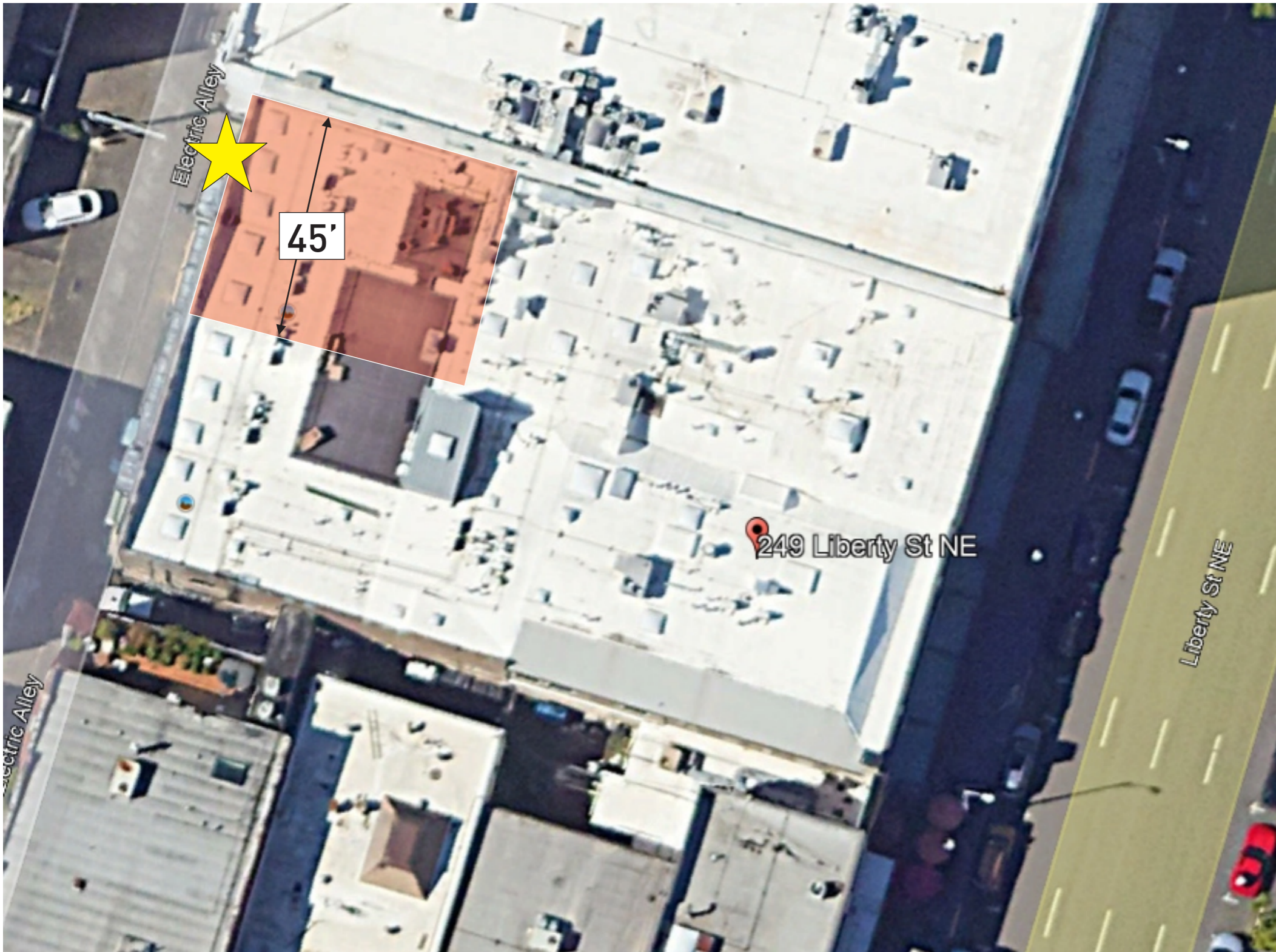


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SITE PLAN

★ = NEW PROPOSED SIGN

STOREFRONT HEIGHT = 12'



Cozy Taberna  
249 Liberty St NE - Suite 140  
Salem, OR 97301



**Salem Sign Co., Inc.**

1825 FRONT ST. N.E.  
SALEM, OR 97301

**503-371-6362**

CCB# 65297

**SPECIFICATIONS**

**FACES:**

090 Aluminum;  
Painted Matthews  
Black with 1 1/2"  
internal square tube  
frame

**VINYL:**

Digitally Printed

**BRACKETS:**

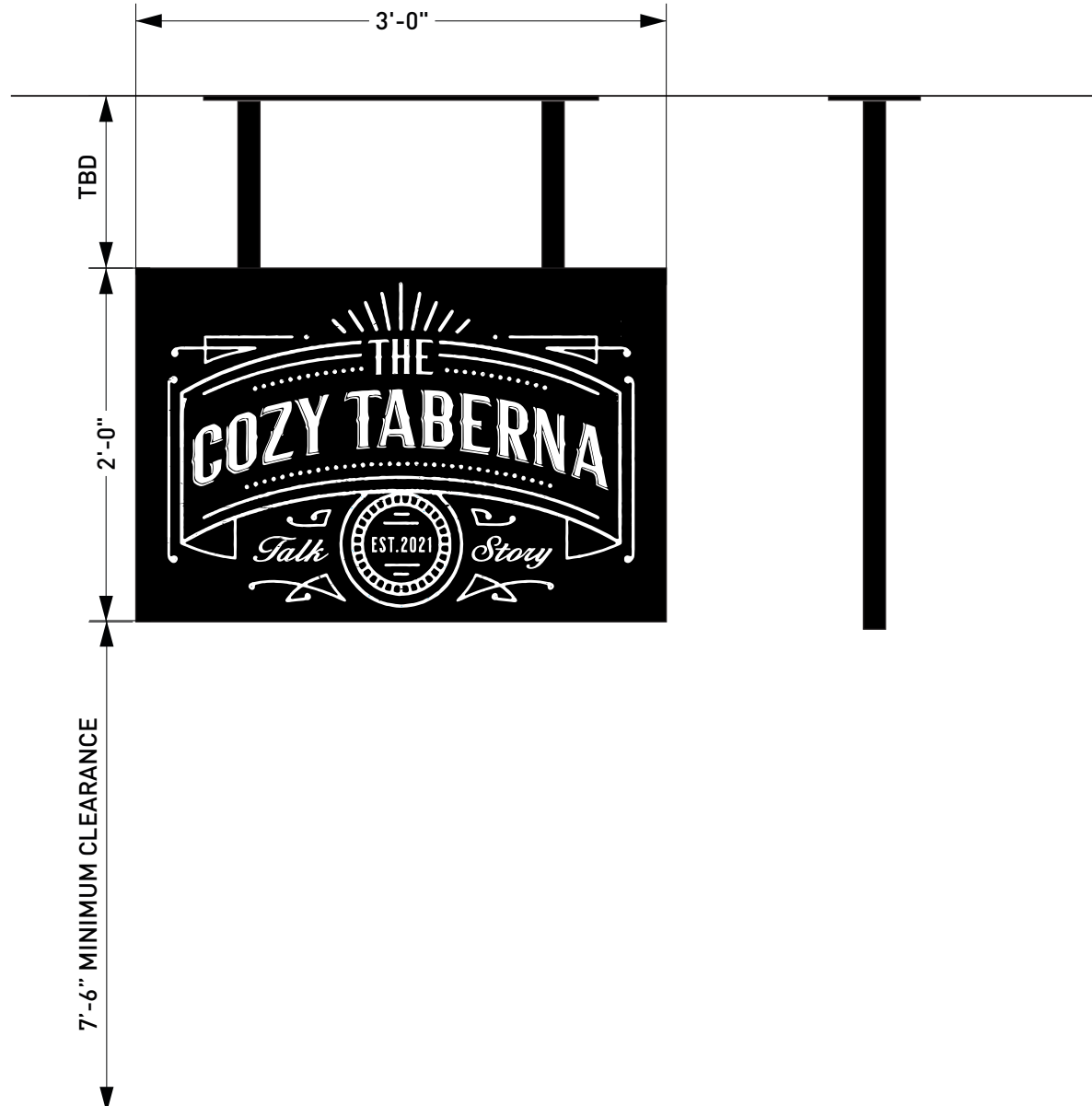
1 1/2" Square Tube;  
Painted Matthews  
Black

SCALE: 3/4" = 1'-0"



THIS DRAWING IS THE PROPERTY  
OF SALEM SIGN CO., INC.

# Non-Illuminated Double Face Hanging Display



PROPOSED - Shown at approximate scale



**SK# 31979-24**

JOB TITLE: The Cozy Taberna

LOCATION: Salem, OR

DATE: 8/27/24

DRAWN BY: E.D.

SALES: Corey Spady

APPROVED BY: