

## **Salem Storage Project**

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### **Class I Site Plan Review Narrative**

**Date:** April 2024

**Submitted to:** Salem Planning Department  
555 Liberty Street SE #100  
Salem, OR 37301

**Applicants:** Ascend Holdings  
12000 SE Mill Plain Blvd. #200  
Vancouver, WA 98684

**AAI Job Number:** A23169.30



4875 SW Griffith Drive, Suite 100  
Beaverton, Oregon 97005  
503.620.3030

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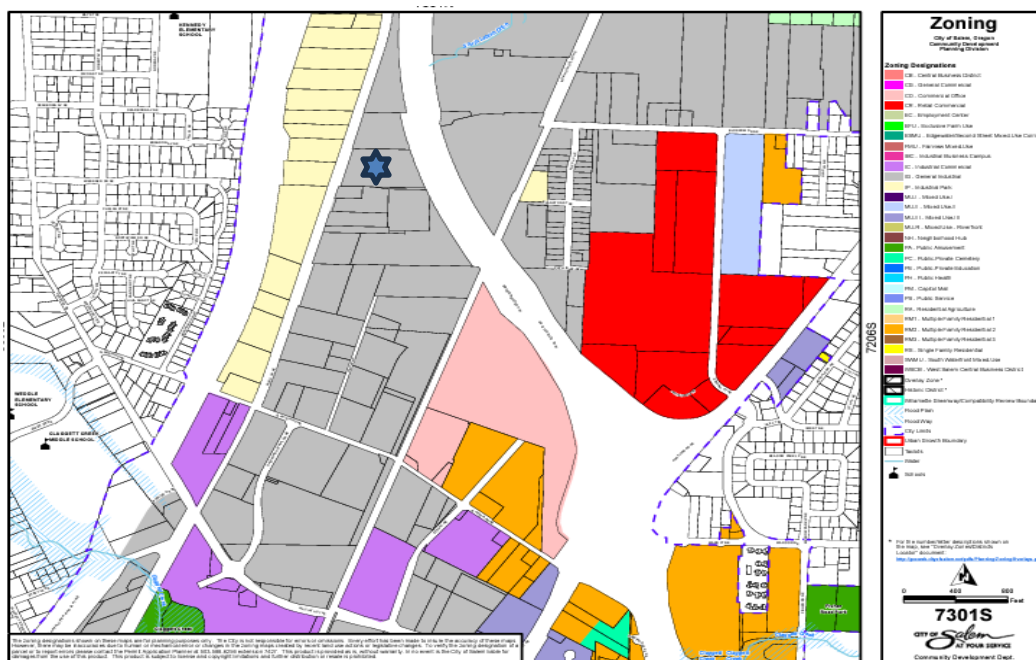
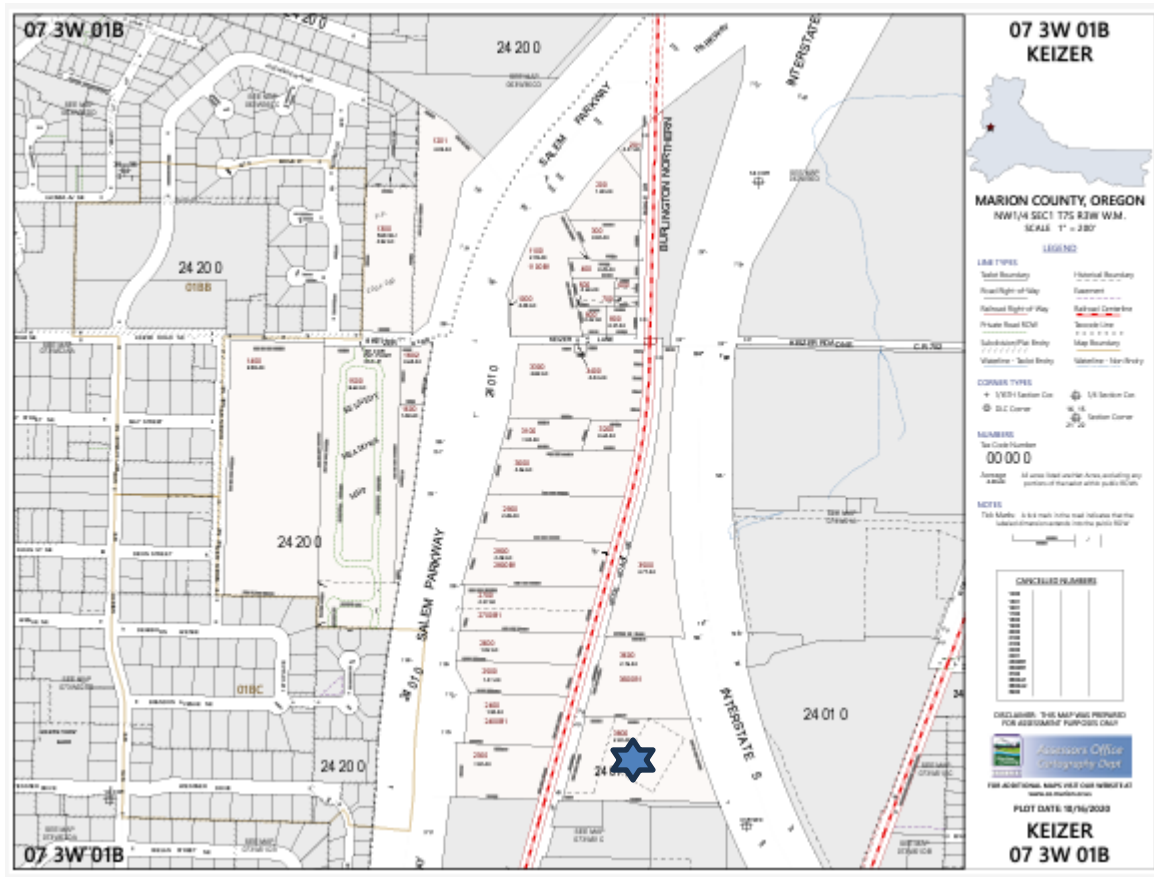
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Attachments:  
    Site Plan/Existing Conditions Plan

## I. Site Summary

The project site is located off of Ridge Dr. NE in the City of Salem Oregon. The single lot contains two separately addressed buildings; 4704 and 4720 Ridge Dr. NE.





# Zoning

City of Salem, Oregon  
Community Planning and Development  
Planning Division

## Zoning Designations

	CB - Central Business District
	CG - General Commercial
	CO - Commercial Office
	CR - Retail Commercial
	EC - Employment Center
	EFU - Exclusive Farm Use
	ESMU - Edgewater/Second Street Mixed-Use Corridor
	FMU - Fairview Mixed-Use
	IBC - Industrial Business Campus
	IC - Industrial Commercial
	IG - General Industrial

The project site is zoned G-I, General Industrial. Per Table 554-1. USES, Self-storage storage is a permitted use.

Wholesale Sales, Storage, and Distribution		
General wholesaling	P	
Heavy wholesaling	S	Scrap and waste material wholesalers, subject to SRC <a href="#">700.065</a> .
	C	Chemicals and allied products wholesalers.
	P	All other heavy wholesaling.
Warehousing and distribution	P	
Self-service storage	P	

## II. Project Summary

This project proposes a change of use for an existing building. The building in question is located to the rear of the site. It is currently vacant, but it was most recently used for heavy equipment rentals and service, an approved use in this zone. We would like to change the use category of this building to 'Self-service storage', also an approved use.



### III. Code Review

#### CHAPTER 220. - SITE PLAN REVIEW

##### Sec. 220.005. - Site plan review.

###### (b) *Classes.*

The three classes of site plan review are:

(1) *Class 1 site plan review.* Class 1 site plan review is site plan review for any development under subsection (a)(1) of this section that does not involve a land use decision or limited land use decision, as those terms are defined in ORS 197.015, and that involves either:

(A) A change of use or change of occupancy where only construction or improvements to the interior of the building or structure are required; or

**Response:** This application requests a change of use for an existing structure. Only interior improvements are proposed.

###### (c) *Procedure type.*

(1) Class 1 site plan review is processed as a Type I procedure under SRC chapter 300.

**Response:** Noted.

###### (d) *Submittal requirements for Class 1 site plan review.*

In lieu of the application submittal requirements under SRC chapter 300, an application for a Class 1 site plan review shall include a completed application form that shall contain the following information:

(1) The names and addresses of the applicant(s), the owner(s) of the subject property, and any authorized representative(s) thereof;

(2) The address or location of the subject property and its assessor's map and tax lot number;

(3) The size of the subject property;

(4) The comprehensive plan designation and zoning of the subject property;

(5) The type of application(s);

(6) A brief description of the proposal; and

(7) Signatures of the applicant(s), owner(s) of the subject property, and/or the duly authorized representative(s) thereof authorizing the filing of the application(s).

**Response:** A application form which includes the below information is included in this submittal.

###### (f) *Criteria.*

(1) *Class 1 site plan review.* An application for a Class 1 site plan review shall be granted if:

(A) The application involves only a change of use or a change of occupancy, and there is no pending application for an associated land use decision or limited land use decision;

**Response:** This application involves only a change of use. There are no pending applications for an associated land use decision.

(B) Only construction or improvements to the interior of the building or structure will be made;

**Response:** Improvements to the interior of the building are proposed within a future building permit application. No exterior improvements are proposed at this time.

(C) The new use or occupancy will not require exterior improvements to the building or structure or alteration to existing parking, landscaping, or bufferyards;

**Response:** No exterior improvements are proposed at this time.

(D) Only clear and objective standards which do not require the exercise of discretion or legal judgment are applicable to the site plan review application; and

**Response:** The requested Use Change is a clear request with limited applicable standards.

(E) The application meets all applicable standards of the UDC.

**Response:** As requested, the application for a change in use meets all applicable criteria.