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March 5, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	676 17 th Street SE
Reference Number:	24-103656-PLN
Application Type:	Class 3 Site Plan Review and Class 1 Design Review
Date Application Accepted:	February 7, 2024
Applicant:	Servando Garcia S & V Garcia Investments LLC PO Box 21444 8135 River Road NE Keizer, OR 97307-1444 estimating@sunsetstuccolc.com
Contact:	Ronald Ped 6850 Burnett Street SE Salem, OR 97317 rip@rktect.com

Staff Contact

Land Use Planner:	Aaron Panko, Planner III apanko@cityofsalem.net / 503-540-2356
Infrastructure Planner:	Laurel Christian, Utility Planner II lchristian@cityofsalem.net / 503-584-4632

Land Use Review Comments

Prior to deeming your applications complete, modifications and/or additional information must be provided to address items detailed below.

Applicant should provide a response in the last column for each item or indicate if the item is not being provided. Items not addressed or provided may result in conditions of approval or denial of the land use application.

Your application, which is incomplete, will be deemed complete upon receipt of one of the following:

- (1) All of the missing information.
- (2) Some of the missing information and written notice from you (the applicant) that no other information will be provided.
- (3) Written notice from you (the applicant) that none of the missing information will be provided.

You have 180 days (August 5, 2024) from the date the application was first submitted (February 7, 2024) to respond in one of the three ways listed above, or the application will be deemed void.

The Salem Revised Code may be accessed online at the following location:

<https://www.cityofsalem.net/Pages/salem-revised-code.aspx>

<u>Completeness Review Items</u>		
<u>Submittal Requirements</u> – The following items have been identified as required material to be provided by the application(s) prior to deeming the application “complete”:		
Submittal Requirement	Description	Applicant Response <i>ie. Written Response, Submitted, Not Providing</i>
Pre-Application Conference	Design Review applications require mandatory pre-application conferences. Per SRC 300.300(c)(4)(A), mandatory pre-application conferences shall be held within 18 months of the date of application submittal. Please request another pre-application conference or submit a request for a pre-application waiver.	Waiver submitted. See document "01-PreAppWaiver.pdf"
Site Plan 220.005(e)	Per SRC 220.005(e)(1)(C), a tree plan, of a size and form and in the number of copies meeting the standards established by the Planning Administrator, containing the following information: <ul style="list-style-type: none"> (i) The total site area, dimensions, and orientation relative to north; (ii) The location of all existing trees, indicating their species, DBH, critical root zone, and whether they will be preserved or removed; (iii) The location of all new trees proposed to be planted on the development site, indicating their species and caliper at the time of planting; (iv) The perimeter and soil depth of all proposed tree planting areas; (v) The location of all existing and proposed primary and accessory structures; (vi) The location of all existing and proposed parking and vehicle use areas; and (vii) For developments that include more than one-half acre of new off-street surface parking, the tree plan shall include the expected tree canopy area after 15 years for all trees. A tree plan meeting the requirements of this section was not provided in the application materials.	See landscape plans SPR-5, 5A, 5B, 5C, 5D.
Written Statement (SPR)	Please include a response to all applicable development standards and all approval criteria in the written statements. The written statement does not address applicable development standards found in SRC Chapters 514, 702, 800, 806, 807, and 808.	Written responses submitted, see "02-17th&Oak_Review_WrittenStatement.pdf"

Class 2 Driveway Approach Permit	The proposed driveway approach will be subject to the Class 2 Driveway Approach requirements described in SRC 804. The applicant shall submit the applicable application and fee.	As part of this response, we are requesting a Class 2 Driveway approach permit be added to this existing application.
Vision Clearance	The proposed fencing along the driveway approach may not meet vision clearance standards established in SRC 805. The applicant shall demonstrate how vision clearance standards are met.	See document "03-Ornamental Fence"
Floodplain Development	An existing floodway is located on the subject property as designated on the Federal Emergency Management Agency (FEMA) floodplain maps. Development within the floodplain requires a floodplain development permit and is subject to the requirements of SRC 601. Development within the floodway, including any excavation, grading, fill, or pavement, or structures, is not permitted. The applicant should revise the site plan to remove encroachments into the floodway.	New development removed from floodplain, a small amount of paving that is at grade remains that will be done following a zero rise principle. A flood plain dev. permit will be applied for, or if possible please add one to this existing application.
Stormwater Management and/or Design Exception	It is unclear from the submitted plans whether or not the proposal meets the definition of a large project pursuant to SRC 70.005. The applicant shall submit a written finding regarding the definition of large project and new/replaced impervious surfaces pursuant to SRC 70.005. If the proposal meets the definition of a large project the applicant shall provide a storm drainage system that provides treatment and flow control as required by the 2014 PWDS. Staff measurements of new impervious area indicate the project may exceed the 10,000 sq. ft. threshold.	Proposed new impervious surface is 9,840sf. See SPR-11

Advisory Comments

Items of Concern - The following items are not listed in the SRC as specific requirements for a complete application; however, are advisories that address areas of concern on the application. **Failure to address advisory comments could result in condition of approval or denial of the application(s).**

Item	Description	Applicant Response ie. Written Response, Submitted, Not Providing
Chapter 514 – RM-II (Multi-Family Residential) Zone		
RM-II Zone – Zone to zone setbacks	SRC 514.010(d), Table 514-4 and Table 514-5 requires a minimum 10-foot setback to the abutting RS zoned property to the east. No vehicle use area setback is provided. Please revise the site plan to comply with the minimum standard, or request an adjustment.	Adjustment is requested, see "04-Adjustments_Written Statement.pdf"
RM-II Zone – Building Setbacks abutting a street	SRC 514.010(d), Table 514-4 requires a minimum building setback of 20 feet for the proposed 35' tall buildings. Proposed buildings are setback approximately 13 feet from 17 th Street SE and approximately 12 feet from Oak Street SE. Please revise the plans to comply with minimum standard.	Adjustment is requested, see "04-Adjustments_Written Statement.pdf"
Chapter 702 – Design Review		

702.015(b)(1) – Landscaping Standards	<p>Where a development site abuts property that is zoned RS (Single Family Residential), a combination of landscaping and screening shall be provided to buffer between the multi-family residential development and abutting RS zoned property.</p> <p>Screening includes: a minimum of one tree for every 30 linear feet of abutting property width and a minimum six foot tall, decorative, sight obscuring fence or wall.</p> <p>No screening is proposed along the eastern property line where the subject property abuts RS zoned property. Please revise the site plan to demonstrate compliance with the standard.</p>	Adjustment is requested, see "04-Adjustments_Written Statement.pdf"
702.015(d)(1) – Parking and Site Design Standards	<p>To minimize the visual impact of on-site parking and to enhance the pedestrian experience, off-street surface parking areas and vehicle maneuvering areas shall be located behind or beside buildings and structures. Off-street surface parking areas and vehicle maneuvering areas shall not be located between a building or structure and a street.</p> <p>Off-street parking spaces are proposed between the ground level of the northern most building and Oak Street SE. Please adjust the orientation of the building and parking so parking spaces are not proposed between the ground floor and abutting street.</p>	The proposed parking in this area is under the building, not adjacent to.
702.015(d)(2) – Parking and Site Design Standards	<p>To ensure safe pedestrian access to and throughout a development site, pedestrian pathways shall be provided that connect to and between buildings, common open space, and parking areas, and that connect the development to the public sidewalks. Pedestrian pathways shall be a minimum of five feet in width.</p> <p>A pedestrian pathway connection to the southern most parking spaces and solid waste service area is required.</p>	A pedestrian pathway has been added through the landscaping in front of the southernmost building.
Chapter 800 – General Development Standards		
800.055 Solid waste service areas	<p>SRC 800.055(e)(1) – The proposed front opening does not comply with the minimum 12 foot standard.</p> <p>SRC 800.055(f)(1)(A) – Vehicle operation area does not appear to comply with minimum dimensions.</p> <p>SRC 800.055(f)(1)(E) and SRC 800.055(f)(2) – Turnaround not provided for solid waste service vehicles. Need to demonstrate that vehicles will not be required to back onto a public street to leave the premises.</p>	Solid waste service area has been removed, we are proposing the use of individual trash receptacles for each tenant.
Chapter 806 – Off-Street Parking		
Vehicle Use Areas – Perimeter	<p>SRC 806.035(f) Off-street parking area access and maneuvering.</p>	

Setbacks & Vehicle Turnaround	No vehicle turnaround area is provided within the proposed off-street parking area. Please submit a revised site plan demonstrating compliance with minimum turnaround requirements.	Turnaround added to end of alleyway
Vehicle Use Area Setback Adjacent to Buildings and Structures	SRC 806.035(c)(5) Where an off-street parking or vehicular use area is located adjacent to a building or structure, the off-street parking or vehicular use area shall be setback from the exterior wall of the building or structure by a minimum five-foot-wide landscape strip, planted to the Type A standard set forth in SRC chapter 807, or by a minimum five-foot-wide paved pedestrian walkway.	Where the parking is adjacent to but not under, a 5' planter is provided. Where parking is under bldgs, a minimum of 3ft is provided to the side, and 5ft in front.
Electric Vehicle Service Capacity	SRC 806.015(d) any newly constructed building with five or more dwelling units on the same lot, including buildings with a mix of residential and nonresidential uses, a minimum of 40 percent of the off-street parking spaces provided on the site for the building shall be designated as spaces to serve electrical vehicle charging. In order to comply with this subsection, such spaces shall include provisions for electrical service capacity, as defined in ORS 455.417. Please show which units will be wired for electrical service capacity and show compliance on the utility plan.	spaces that will have provisions for electrical vehicle charging have been marked on the plan.
Bicycle Parking	SRC 806.055 requires one space per unit. A minimum of 12 bicycle parking spaces are required for the proposed development. Please demonstrate compliance with this section. If bicycle parking is proposed within units, please show locations on the floor plans that comply with required dimensions. If proposed outside, please show on site plan.	Additional bike parking has been added at each building.
Chapter 807 – Landscaping and Screening & Chapter 808 – Preservation of Trees and Vegetation		

SRC 808.020 Trees and Native Vegetation in Riparian Corridors	<p>No person shall remove a tree in a riparian corridor or native vegetation in a riparian corridor. Evidence from a certified arborist or landscape architect shall be provided demonstrating no trees or native vegetation will be removed from the riparian area.</p> <p>Per SRC 808.046, any trees or native vegetation required to be preserved shall be protected during construction with the installation of an above ground silt fence, or its equivalent. The above ground silt fence shall encompass 100 percent of the critical root zone of the tree.</p> <p><i>Critical root zone</i> 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 or, as an alternative for non-significant trees, may be specifically determined by an arborist.</p>	<p>Critical root zone is shown on plans for the trees on the south property line. A 13% encroachment on this zone is required to complete the proposed development. Per SRC 808.046(a)(3)(A), we are under the allowed 30% disturbance. A silt fence is shown along the south property line.</p>
Additional Items of Concern		
Wetlands and/or Hydric Soils	<p>There are Salem-Keizer Local Wetland Inventory linear channel wetlands and/or hydric soils mapped on the subject property. The applicant shall contact the Oregon Department of State Lands to verify if any permits are required for future development. The applicant is required to verify mapped wetland area(s). Once the application is deemed complete, Public Works will send Wetlands Notice to the Department of State Lands, as required by SRC 809.025.</p>	<p>the top of bank has been identified, and the 100 year FEMA floodplain line has been identified and shown on the plans.</p>
Primary Alley Access	<p>As a condition of utilizing the alley for primary access for employee parking, the applicant is required to widen the alley approach in order to provide adequate circulation, the applicant should revised the plans to show improvements to the alley.</p>	<p>The alley is proposed to be paved and remains in the cities ownership.</p>

Open Channel/Drainage Easements	<p>Pursuant to Public Works Design Standards (PWDS) 1.8(d), the application is subject to open channel drainage easements to be dedicated along the creek, allowing for access and maintenance. The easement width shall be either the 100-year floodway boundary, 15-feet from the channel centerline, or 10-feet from the top of the recognized bank, whichever is greatest.</p> <p>The applicant shows structures and parking within the easement area and this is not permitted. The plans should be updated to remove obstructions from easements and the floodway.</p>	<p>New development removed from floodplain, a small amount of paving that is at grade remains that will be done following a zero rise principle. An easement following the 100-year floodway will be proposed.</p>
Lot Legality and Configuration	<p>The survey section has previously reviewed the information submitted for this site. The subject property appears to be made up of multiple units of land under separate ownership. The buildings and improvements appear to cross internal property lines. The applicant should indicate if a replat application will be consolidated with this application or filed for separately and conditioned.</p> <p>Comments from Survey section attached.</p>	<p>A replat will be included with this application. The plan is to combine all of the lots into two new lots. All of the current lots are under the same ownership.</p>

Responses to comments on drawings.

SPR-1

Alley Surfacing was not calculated in the project impervious total, as this is city property.

Hog Fuel pedestrian connections have been removed, utilizing the existing sidewalk for a connection between buildings.

Utility plan updated to show storm drain on private property to connect to city sewer.

Water Meter moved to sidewalk.

Rolling security fencing and adjacent fence will be in similar nature, see attached document "03-Ornamental fence.pdf"

SPR-2

Survey has been provided showing requested monuments.

centerline of 17th shown on survey, western property line has been updated.

Existing property lines shown throughout.

The northerly property line is shown on the submitted deed. A new dedication on Oak street to meet the 30ft ROW is included in this submission, so existing property line is vacated.

No alley dedication is proposed at this time, as the neighboring RS property would need to dedicate the same amount of property to make the alley a useful connection. Instead, we've proposed our driveway to be on this property line, so a future alley dedication requires minimum work by the city to develop.