Highland Park Improvements
Class 3 Site Plan Review

Date: September 2024

Submitted to:
City of Salem
Planning Division
555 Liberty Street SE, Room 305
Salem, OR 97301

Applicant:
City of Salem
Public Works Department
1457 23rd St SE
Salem, OR 97301

AKS ENGINEERING & FORESTRY
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Exhibits

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Applicant:	City of Salem Public Works Department 1457 23rd St SE Salem, OR 97301
Property Owners:	City of Salem 555 Liberty Street SE Salem, OR 97301
Applicant's Consultant:	AKS Engineering & Forestry, LLC 3700 River Road N, Suite 1 Keizer, OR 97303 Contact(s): Grace Wolff Email: wolffg@aks-eng.com Phone: (503) 400-6028
Site Location:	2025 Broadway Street SE, Salem, OR 97301
Marion County Assessor's Map:	Map Number 07 3W 14CC, Tax Lot 14700
Site Size:	±0.53 acres
Land Use Districts:	Public Amusement (PA)

I. Executive Summary

AKS Engineering & Forestry, LLC (AKS) is submitting this application on behalf of the City of Salem (City) Community Services and Public Works Departments (Applicant) to upgrade the existing tennis courts at Highland Park. This project is funded by a community improvement bond approved by Salem voters in November 2022. Highland Park, located at 2025 Broadway St. NE, contains a ±13,300-square-foot fenced sports court with two tennis courts that was identified as an eligible facility to utilize the community improvement bond funding for needed repairs and improvements.

The planned improvements, illustrated in Exhibit A, include moving the court to the west to comply with the 36-foot special setback along Broadway Street NE, resurfacing and restriping the court to create one dual-purpose tennis and pickleball court and two additional pickleball courts, repair of cracked sidewalk and pedestrian path panels, installation of a new drinking fountain, trash receptacles, benches, and new lighting, and the replacement of the existing fence with a 10-foot-tall vinyl coated chain-link fence around the court and three-foot fencing internally to separate the courts. Because the planned improvements include paving an unpaved area, a Site Plan Review is required per Salem Revised Code (SRC) 220.005.

The pedestrian pathways and new lighting that is planned with these improvements are not required by the SRC and are being installed voluntarily. Therefore, the City has confirmed that these new pedestrian pathways are not subject to the pedestrian lighting standards of SRC 800.065. This application also includes a Class 2 Adjustment to the vision clearance standards in SRC Chapter 805 and the fence height standards in SRC Chapter 800. Subsequently, the application will be reviewed as a Class 3 Site Plan Review and Type II procedure.

This application includes the City application forms, written materials, and preliminary plans necessary for City staff to review and determine compliance with the applicable approval criteria. The evidence is substantial and supports the City's approval of the application.

II. Site Description/Setting

The subject site is ±0.53 acres in total area and is located on Tax Lot 14700 of Marion County Assessor's Map 07 3W 14CC, one of the lots that comprise Highland Park. The site is within the City's Public Amusement (PA) zoning district and is developed with an existing City park that includes walking paths, open space, and the sports court facility that is the subject of this land use application. Surrounding properties are within the Single Family Residential (RS) zoning district and the Multiple Family Residential-II (RM-II) zoning district, except for Highland Elementary School, located directly east of the subject site, which is in the Public and Private Educational Services (PE) zoning district. The subject property is designated as Parks – Open Space – Outdoor Recreation (POS) in the Salem Area Comprehensive Plan. The surrounding properties are designated as Single Family Residential (SF), Multiple Family Residential (MF), and Community Service Education (CSE) in the Salem Area Comprehensive Plan.

III. Applicable Review Criteria

SALEM REVISED CODE – TITLE X – UNIFIED DEVELOPMENT CODE

Chapter 220—Site Plan Review

Sec. 220.005—Site plan review.

(a) Applicability

(1) Except as provided in subsection (a)(2) of this section, site plan review approval is required:

(A) Prior to issuance of a building permit, for any development that requires a building permit;

(B) Prior to a change of use, when a building permit is not otherwise required; and

(C) Prior to commencement of work, for any of the following when a building permit is not otherwise required:

(i) Development of a new off-street parking or vehicle use areas;

(ii) Expansion of an existing off-street parking or vehicle use areas, when additional paved surface is added;

(iii) Alteration of an existing off-street parking or vehicle use areas, when the existing paved surface is replaced with a new paved surface;

(iv) Paving of an unpaved area; and

(v) Restriping of an off-street parking or vehicular use areas, when the layout will be reconfigured.

(2) Exemptions.

(A) The following development that requires a building permit is exempt from site plan review:

(i) Development of a single-family use, two family use, three family use, four family use, or cottage cluster on an individual lot, including the construction of accessory structures and paving associated with such uses.

(ii) Sign installation.

(iii) Ordinary maintenance or repair of existing buildings, structures, utilities, landscaping, and impervious surfaces, and the installation or replacement of operational equipment or fixtures.

(iv) The alteration to the facade of a building except in the Mixed Use-I (MU-I), Mixed Use-II (MU-II), Mixed Use-III (MU-III), Mixed Use-Riverfront (MU-R) zones.

(v) Interior construction or tenant improvements that involve no change of use or occupancy.

(vi) Demolition permit.

(vii) Construction of a fence.

(B) Any of the activities identified under subsection (a)(1)(C) of this section are exempt from site plan review if they are for a single-family use, two family use, three family use, four family use, or cottage cluster on an individual lot.

Response: This application involves moving the existing sports court at Highland Park to the west by 2-feet to be outside of a special setback along Broadway Street NE, resurfacing the existing sports court, constructing a 10-foot-tall enclosure fence around the court, and adding park amenities such as a new drinking fountain, park benches, a permanent trash receptacle, and new lighting. The installation or replacement of operational equipment

like tennis posts and nets, drinking fountains, benches, and garbage receptacles, along with the construction of a new fence, is not subject to Site Plan Review. However, shifting the court to the west requires paving an unpaved area and is not exempt. Thus, this project will require Class 3 Site Plan Review. The provisions of this chapter apply.

(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

(B) A change of use when a building permit is not otherwise required.

(2) Class 2 site plan review. Class 2 site plan review is site plan review for any development under subsection (a)(1) of this section, other than development subject to Class 1 site plan review, that does not involve a land use decision or limited land use decision, as those terms are defined in ORS 197.015.

(3) Class 3 site plan review. Class 3 site plan review is site plan review for any development under subsection (a)(1) of this section that involves a land use decision or limited land use decision, as those terms are defined in ORS 197.015. As used in this subsection, land use decisions and limited land use decisions include, but are not limited to, any development application that:

(A) Requires a Transportation Impact Analysis pursuant to SRC chapter 803;

(B) Requires a geotechnical report or geologic assessment under SRC chapter 810, except where a geotechnical report or geologic assessment has already been approved for the property subject to the development application;

(C) Requires deviation from clear and objective development standards of the UDC relating to streets, driveways or vision clearance areas;

(D) Proposes dedication of right-of-way which is less than the requirements of the Salem Transportation System Plan;

(E) Requires deviation from the clear and objective standards of the UDC and where the Review Authority is granted the authority to use limited discretion in deviating from the standard; or

(F) Involves the imposition of conditions of approval; or

(G) Requires a variance, adjustment, or conditional use permit.

Response: Moving the court to the west requires the addition of a new impervious area that is considered development. Additionally, this application includes two Class 2 Adjustments which are considered land use or limited land use decisions. Therefore, a Class 3 Site Plan Review is required, per SRC 220.005(b)(3)(C) and (G) above.

(c) Procedure type.

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

(2) Class 2 site plan review is processed as a Type I procedure under SRC chapter 300.

(3) Class 3 site plan review is processed as a Type II procedure under SRC chapter 300.

(4) An application for site plan review may be processed concurrently with an application for a building permit; provided, however, the building permit shall not be issued until site plan review approval has been granted.

Response: This application includes a Class 3 Site Plan Review and Class 2 Adjustments, and thus, will be processed under a Type II procedure in accordance with SRC Chapter 300. The option for concurrent building permit submittal is understood.

(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: The applicable information is included in the application submitted in the Salem Permit Application Center (PAC) portal and in this narrative. These requirements are met.

(e) Submittal requirements for Class 2 and Class 3 site plan review.

(1) Class 2 site plan review. In addition to the submittal requirements for a Type I application under SRC chapter 300, an application for Class 2 site plan review shall include the following:

(A) A site plan, of a size and form and in the number of copies meeting the standards established by the Planning Administrator, containing the following information:

(i) The total site area, dimensions, and orientation relative to north;

(ii) The location of all proposed primary and accessory structures and other improvements, including fences, walls, and driveways, indicating distance from the structures and improvements to all property lines and adjacent on-site structures;

(iii) Loading areas, if included in the proposed development;

(iv) The size and location of solid waste and recyclables storage and collection areas, and amount of overhead clearance above such enclosures, if included in the proposed development;

(v) An indication of future phases of development on the site, if applicable;

(vi) All proposed landscape areas on the site, with an indication of square footage and their percentage of the total site area;

(vii) The location, height, and material of fences, berms, walls, and other proposed screening as they relate to landscaping and screening required by SRC chapter 807;

(viii) The location of all trees and vegetation required to be protected pursuant to SRC chapter 808;

(ix) The location of all street trees, if applicable, or proposed location of street trees required to be planted at time of development pursuant to SRC chapter 86; and

(x) Identification of vehicle, pedestrian, and bicycle parking and circulation areas, including handicapped parking stalls, disembarking areas, accessible routes of travel, and proposed ramps.

(B) An existing conditions plan, of a size and form and in the number of copies meeting the standards established by the Planning Administrator, containing the following information:

(i) The total site area, dimensions, and orientation relative to north;

(ii) The location of existing structures and other improvements on the site, including accessory structures, fences, walls, and driveways, noting their distance from property lines; and

(iii) The location of the 100-year floodplain, if applicable.

(C) A grading plan depicting proposed site conditions following completion of the proposed development, when grading of the subject property will be necessary to accommodate the proposed development.

(D) A completed trip generation estimate for the proposed development, on forms provided by the City.

(E) Building elevation drawings for any proposed new buildings and any exterior additions or alterations to existing buildings when the height of the building, or a portion of the building is changed.

(F) For development in the Mixed Use-I (MU-I), Mixed Use-II (MU-II), Mixed Use-III (MU-III), and Mixed Use-Riverfront (MU-R) zones, architectural drawings, renderings, or sketches showing all elevations of the existing buildings and the proposed buildings as they will appear on completion.

Response: The applicable information is provided in the Preliminary Plans included in Exhibit A and throughout this narrative. No new buildings or building alterations are proposed with this application and a trip generation estimate is not necessary, as the planned improvements are not anticipated to generate any additional trips to the site. The property is not in the MU-III zone. These requirements are met to the extent that they apply.

(2) Class 3 site plan review. In addition to the submittal requirements for a Type II application under SRC chapter 300, an application for Class 3 site plan review shall include the following:

(A) All submittal requirements for a Class 2 site plan review under subsection (e)(1) of this section;

Response: As demonstrated above, all Class 2 site plan review submittal requirements are met, to the extent that they apply.

> **(B) The zoning district, comprehensive plan designation, and land uses for all properties abutting the site;**

Response: The subject site is located within the City's Public Amusement (PA) zoning district. The property is developed with an existing City park that includes walking paths, open space, and the sports court facility that is the subject of this land use application. Surrounding properties are within the Single Family Residential (RS) zoning district and the Multifamily Residential-II (RM-II) zoning district, except for Highland Elementary School, located directly east of the subject site, which is designated Public and Private Educational Services (PE). The subject property is designated as Parks – Open Space – Outdoor Recreation (POS) in the Salem Area Comprehensive Plan. The surrounding properties are designated as Single Family Residential (SF), Multi-Family Residential (MF), and Community Service Education (CSE) in the Salem Area Comprehensive Plan.

> **(C) Driveway locations, public and private streets, bike paths, transit stops, sidewalks, and other bike and pedestrian pathways, curbs, and easements;**

Response: All paths, curbs, and streets are shown in the Preliminary Plans in Exhibit A. Transit stops are located on the same block as Highland Park along both sides of Broadway St. NE. This requirement is met.

> **(D) The elevation of the site at two-foot contour intervals, with specific identification of slopes in excess of 15 percent;**

Response: Elevation contours meeting these requirements are identified in the Preliminary Plans in Exhibit A. This requirement is met.

> **(E) The location of drainage patterns and drainage courses, if applicable;**

Response: A Preliminary Grading and Drainage Plan is included as a part of the Preliminary Plans included in Exhibit A. This requirement is met.

> **(F) A preliminary utility plan showing capacity needs for municipal water, stormwater facilities, and sewer service, and schematic location of connection points to existing municipal water and sewer services;**

Response: Utilities are shown on the Preliminary Plans in Exhibit A. This requirement is met.

> **(G) Summary table which includes site zoning designation; total site area; gross floor area by use (e.g., manufacturing, office, retail, storage); building height; itemized number of full size compact and handicapped parking stalls, and the collective total number; total lot coverage proposed, including areas to be paved for parking and sidewalks;**

Response: The site is ±0.53-acres and entirely used for parks and open space. No buildings or parking are proposed. Cracked sidewalk panels will be replaced, but no new sidewalks are proposed. A table including the applicable information above is included on page 1 of this narrative and on the Preliminary Grading and Drainage Plan in Exhibit A. These requirements are met.

(H) A geological assessment or geotechnical report, if required by SRC chapter 810, or a certification from an engineering geologist or a geotechnical engineer that landslide risk on the site is low, and that there is no need for further landslide risk assessment; and

Response: A geotechnical report is not required by SRC chapter 810. This requirement does not apply. Nevertheless, a Geotechnical Engineering Report is provided in Exhibit C.

(I) A Transportation Impact Analysis, if required by SRC chapter 803.

Response: A traffic impact analysis is not necessary because the planned improvements are not anticipated to generate any additional trips to the site. This requirement is met.

(f) Criteria.

(…)

(3) Class 3 site plan review. An application for Class 3 site plan review shall be granted if:

(A) The application meets all applicable standards of the UDC;

(B) The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately;

(C) Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians; and

(D) The proposed development will be adequately served with City water, sewer, stormwater facilities, and other utilities appropriate to the nature of the development.

Response: As demonstrated in this narrative, the application meets all applicable standards of the UDC. No impacts to traffic patterns are anticipated. No new parking areas or driveways are planned. As demonstrated in the Preliminary Plans, the planned improvements will be adequately served by City water, sewer, stormwater, and utilities. These criteria are met.

Chapter 250—Adjustments

Sec. 250.005—Purpose

The purpose of this chapter is to provide a process to allow deviations from the development standards of the UDC for developments that, while not meeting the standards of the UDC, will continue to meet the intended purpose of those standards. Adjustments provide for an alternative way to meet the purposes of the Code and provide for flexibility to allow reasonable development of property where special conditions or unusual circumstances exist.

Response: The two adjustments requested will allow the existing sports court to remain on the subject property while also bringing the court into compliance with the UDC by resolving existing issues related to the vision clearance standards in SRC Chapter 805 and the fence standards in SRC Chapter 800.

Sec. 250.005—Adjustments

(a) Applicability.

(1) Classes.

(A) A Class 1 adjustment is an adjustment to any numerical development standard in the UDC that increases or decreases the standard by not more than 20 percent.

(B) A Class 2 adjustment is an adjustment to any development standard in the UDC other than a Class 1 adjustment, including an adjustment to any numerical development standard in the UDC that increases or decreases the standard by more than 20 percent.

Response: This consolidated land use application includes a request for two Class 2 Adjustments. The adjustments are listed below:

- Class 2 Adjustment to the fence height restrictions in SRC Chapter 800, because the planned 10-foot-tall fence will exceed the 8-foot height restriction to fences within 10 feet of a property line. This constitutes a 25 percent adjustment to the standard in SRC 800.050(a)(1)(B)(i).
- Class 2 Adjustment to the vision clearance standard in SRC 805.005(a)(2) in order to apply an alternative vision clearance standard, as allowed under SRC 805.015.

(2) Prohibition. Notwithstanding subsection (a)(1) of this section, an adjustment shall not be granted to:

(A) Allow a use or activity not allowed under the UDC;

(B) Change the status of a use or activity under the UDC;

(C) Modify a definition or use classification;

(D) Modify a use standard;

(E) Modify the applicability of any requirement under the UDC;

(F) Modify a development standard specifically identified as non-adjustable;

(G) Modify a development standard that contains the word "prohibited";

(H) Modify a procedural requirement under the UDC;

(I) Modify a condition of approval placed on property through a previous planning action;

(J) A design review guideline or design review standard, except Multiple Family Design Review Standards in SRC Chapter 702, which may be adjusted; or

(K) The required landscaping in the Industrial Business Campus (IBC) Zone.

Response: No prohibited adjustments are requested. This requirement is met.

(b) Procedure type. Class 1 and Class 2 adjustments are processed as a Type II Procedure under SRC chapter 300.

(c) Submittal requirements. In addition to the submittal requirements for a Type II application under SRC chapter 300, an application for a Class 1 or Class 2 adjustment shall include the following:

(1) A site plan, of a size and form and in the number of copies meeting the standards established by the Planning Administrator, containing all information necessary to establish satisfaction with the approval criteria. By way of example, but not of limitation, such information may include the following:

(A) The total site area, dimensions, and orientation relative to north;

(B) The location of all proposed primary and accessory structures and other improvements, including fences, walls, and driveway locations, indicating distance to such structures from all property lines and adjacent on-site structures;

(C) All proposed landscape areas on the site, with an indication of square footage and as a percentage of site area;

(D) The location, height, and material of fences, berms, walls, and other proposed screening as they relate to landscaping and screening required by SRC chapter 807;

(E) The location of all trees and vegetation required to be protected pursuant to SRC chapter 808; and

(F) Identification of vehicle, pedestrian, and bicycle parking and circulation areas, including handicapped parking stalls, disembarking areas, accessible routes of travel, and proposed ramps.

(2) An existing conditions plan, of a size and form and in the number of copies meeting the standards established by the Planning Administrator, containing the following information:

(A) The total site area, dimensions, and orientation relative to north;

(B) The location of existing structures and other improvements on the site, including accessory structures, fences, walls, and driveways, noting their distance from property lines;

(C) The location of the 100-year floodplain, if applicable; and

(D) The location of drainage patterns and drainage courses, if applicable.

Response: All required information is contained in the Preliminary Plans in Exhibit A, throughout this narrative, and in the Applicant's information submitted through PAC portal. This application will be processed using a Type II procedure. These requirements are met.

(d) Criteria.

(…)

(2) An application for a Class 2 adjustment shall be granted if all of the following criteria are met:

(A) The purpose underlying the specific development standard proposed for adjustment is:

(i) Clearly inapplicable to the proposed development; or

(ii) Equally or better met by the proposed development.

(B) If located within a residential zone, the proposed development will not detract from the livability or appearance of the residential area.

(C) If more than one adjustment has been requested, the cumulative effect of all the adjustments result in a project which is still consistent with the overall purpose of the zone.

Response: The Class 2 Adjustments included in this consolidated land use application address development standards that are clearly inapplicable to the project or are equally met by the project as detailed below.

- *Class 2 Adjustment to increase the maximum fence height within 10 feet of a property line abutting a street (SRC 800.050(a)(1)(B)(i)).*

  Maximum fence height standards within yards abutting streets generally aim to provide a pedestrian friendly feel along sidewalks and ensure safe vision clearance along streets. As shown in the Preliminary Plans in Exhibit A, the planned 10-foot-tall fence around the sports court is located within 10 feet of the subject property lines abutting Broadway Street NE and Academy Street NE, and it will exceed the maximum allowable height of 8 feet per SRC 800.050(a)(1)(B)(i). As discussed in the December 7, 2023, pre-application meeting, an adjustment to this standard may be requested (Exhibit D). The planned fence will replace an existing fence in the same configuration and is intended to contain balls within the court, so they do not roll into adjacent public sidewalk or vehicle travel lanes. A 10-foot-tall fence is the standard fencing used for pickleball and tennis courts to ensure pickleballs and tennis balls are contained. The planned fence will also be made of a chain-link material which is highly transparent and allows park users and drivers on surrounding roads to have a clear view through the court. Finally, the fence will be setback from the edge of the adjacent vehicle travel lane of Broadway Street NE by ±12 feet and ±20 feet from the vehicle travel lane of Academy Street NE, indicating that the fence standard is equally met by the planned improvements because of the wide sidewalk area between the property line and the travel lanes. These criteria are met.

- *Class 2 Adjustment for alternative vision clearance standards (SRC 805.005(a)(2)).*

  The sports court in the planned orientation will require a Class 2 adjustment to the vision clearance standards in SRC Chapter 805 because the court occupies a portion of the required vision clearance area per SRC 805.005(a)(2). Moving the court to comply with the vision clearance standards in SRC Chapter 805 would require the removal of trees and the creation of a substantial amount of new impervious surface because the existing paths providing access to the court would have to be relocated. As shown on the Site and Dimensioning Plan in Exhibit A, the American Association of State Highway and Transportation Officials (AASHTO) standards for vision clearance are met by the planned improvements. Furthermore, the planned fence will be made of a chain-link material which is highly transparent and allows drivers to have a clear view through the court. The application of the AASHTO standards equally or better meet the vision clearance requirements in SRC Chapter 805, because the alternative standards provide the same protections the vision clearance requirements in SRC Chapter 805 are designed to create. These criteria are met.

(e) Transfer of adjustments. Unless otherwise provided in the final decision granting the adjustment, an adjustment shall run with the land.

Response: This provision is understood.

Chapter 300—Procedures for Land Use Applications & Legislative Land Use Proposals

Sec. 300.210—Application submittal

(a) **Land use applications shall be submitted on forms prescribed by the Planning Administrator. A land use application shall not be accepted in partial submittals. All of the following must be submitted to initiate completeness review under SRC 300.220. All information supplied on the application form and accompanying the application shall be complete and correct as to the applicable facts.**

(1) **A completed application form. The application form shall contain, at a minimum, the following information:**

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

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

(C) **The size of the subject property;**

(D) **The comprehensive plan designation and zoning of the subject properties**

(E) **The type of application(s);**

(F) **A brief description of the proposal; and**

(G) **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: This information is included on the digital forms submitted via the City's Permit Application Center (PAC) portal. This requirement is met.

(2) **Recorded deed/land sales contract with legal description;**

Response: The current deed is included in Exhibit B. This requirement is met.

(3) **Any information that would give rise to an actual or potential conflict of interest under state or local ethics laws for any member of a Review Authority that will or could make a decision on the application;**

Response: The Applicant is not aware of any actual or potential conflicts of interest related to the review of this application.

(4) **Pre-application conference written summary, if a pre-application conference was required under SRC 300.310(a) and Table 300-2; or copy of the approved pre-application conference waiver, if such approval was granted pursuant to SRC 300.310(b);**

Response: A pre-application conference is not required for this application under SRC Table 300-2. Nevertheless, a pre-application conference was held on December 7, 2023, to understand the requirements and implications of the project. The pre-application meeting summary is provided in Exhibit D. This requirement is met.

(5) **A statement as to whether any City-recognized neighborhood associations whose boundaries include, or are adjacent to, the subject property were contacted in advance of filing the application and, if so, a summary of the contact. The summary shall include the date when contact was made, the form of the contact and who it was with (e.g., phone conversation with neighborhood association chairperson, meeting with land use committee, presentation at neighborhood association meeting), and the result;**

(6) **For applications requiring neighborhood association contact under SRC 300.310, a copy of the required e-mail or letter to the neighborhood**

association, and a list of the e-mail or postal addresses to which the e-mail or letter was sent;

Response: Neighborhood association contact was made on September 9, 2024. Proof of contact is included in Exhibit E. This requirement is met.

(7) For applications requiring an open house under SRC 300.320:

(A) A copy of the sign-in sheet for the open house and a summary of the comments provided; or

(B) When a neighborhood association meeting has been substituted for a required open house, a summary of the comments provided at the neighborhood association meeting;

Response: This application does not require an open house. This requirement is not applicable.

(8) A statement as to whether the Salem-Keizer Transit District was contacted in advance of filing the application; and if so, a summary of the contact. The summary shall include the date when contact was made, the form of the contact, who it was with, and the result;

Response: The Salem Area Mass Transit District was not contacted in advance of filing this application.

(9) A written statement addressing each applicable approval criterion and standard;

Response: This narrative addresses the approval criteria applicable to the planned improvements. This requirement is met.

(10) For Type II, Type III, and applicant-initiated Type IV applications involving property subject to an active and duly incorporated Homeowner's Association (HOA) registered with the Oregon Secretary of State which includes an identified registered agent, the HOA name and mailing address for the registered agent.

Response: Highland Park is not within an active homeowners' association (HOA). Therefore, this requirement is not applicable.

(11) For applications for affordable multiple family housing where a 100-day state mandated decision date is sought, a draft copy of the covenant required under ORS 197.311 restricting the owner, and each successive owner, of the development or a residential unit within the development from selling or renting any of the identified affordable residential units as housing that is not affordable housing for a period of 60 years from the date of the certificate of occupancy.

Response: This application does not include a request to develop affordable multifamily housing. This requirement is not applicable.

(12) Any additional information required under the UDC for the specific land use action sought;

(13) Any additional information, as determined by the Planning Administrator, that may be required by another provision, or for any other permit elsewhere, in the UDC, and any other information that may be required to adequately review and analyze the proposed development plan as to its conformance to the applicable criteria;

(14) Payment of the applicable application fee(s) pursuant to SRC 110.090.

(…)

Response: The applicable fees will be paid through the City's interoffice billing. Additional information can be provided at the Planning Administrator's request.

Chapter 540—PA—Public Amusement

Sec. 540.005—Uses

The permitted (P), special (S), conditional (C), and prohibited (N) uses in the PA zone are set forth in Table 540-1.

Table 540-1. Uses		
Use	Status	Limitations & Qualifications
Recreation, Entertainment, and Cultural Services and Facilities		
Parks and Open Space	P	

Response: Outdoor tennis and pickleball courts are classified as parks and open space uses, which are permitted outright in the PA zoning district.

Sec. 540.010—Development standards

Development within the PA zone must comply with the development standards set forth in this section.

(a) Lot standards. Lots within the PA zone shall conform to the standards set forth in Table 540-2.

Table 540-2. Lot Standards		
Requirement	Standard	Limitations & Qualifications
Lot Area	Min. 10,000 sq. ft.	
Lot Width	Min. 50 ft.	
Lot Depth	Min. 80 ft.	
Street Frontage	Min. 16 ft.	

(b) Setbacks. Setbacks within the PA zone shall be provided as set forth in Tables 540-3 and 540-4

(…)

(c) Lot coverage; height. Buildings and accessory structures within the PA zone shall conform to the lot coverage and height standards set forth in Table 540-5.

(…)

Response: As discussed during the December 7, 2023, pre-application conference, the tennis courts are not considered to be structures or vehicle use areas and are therefore not subject to setbacks in accordance with SRC Tables 540-3 and 540-4 or lot coverage requirements per SRC Table 540-5. These standards are not applicable.

(d) Landscaping

(1) Setbacks. Required setbacks shall be landscaped. Landscaping shall conform to the standards set forth in SRC chapter 807.

(2) Vehicle use areas. Vehicle use areas shall be landscaped as provided under SRC chapter 807.

(e) Outdoor storage. Within the PA zone, outdoor storage shall be screened from streets and adjacent properties by a minimum six-foot-high sight-obscuring fence, wall, or hedge.

Response: This application does not include new vehicle use areas or outdoor storage. Because setbacks are not required, as addressed above, setback landscaping is not triggered. These standards are not applicable.

Chapter 800—General Development Standards

Sec. 800.005—Applicability

The standards set forth in this chapter apply to all development in every zone unless otherwise exempted by the UDC. In the event of a conflict between the standards set forth in this chapter and any other provision of the UDC, the more restrictive provision shall apply.

Response: This application includes new impervious area, which is considered development as that term is defined in the SRC. Therefore, responses to the applicable criteria in this Chapter are included below.

Sec. 800.050—Fences, walls, hedges, gates, and retaining walls

Unless otherwise provided under the UDC, the standards set forth in this section shall apply to fences, walls, hedges, gates, and retaining walls in all zones. Where screening is required under the UDC in the form of a fence, wall, or hedge, it shall meet the standards set forth in SRC chapter 807, in addition to the standards set forth in this section. For purposes of this section, the term "front yard" means that portion of a lot located between the front property line and a line parallel to the front property line extended from the wall of the main building lying at the greatest distance from the front property line.

(a) Location, height, and density. Fences, walls, hedges, gates, and retaining walls shall comply with the location, height, and density standards set forth in this subsection.

(1) Fences and walls.

(…)

(B) Nonresidential zones. Except for fences and walls on property used for uses falling under household living, fences and walls within nonresidential zones shall not exceed a maximum height of 12 feet; provided, however:

(i) Front, side, and rear yards abutting street. Fences and walls within a front, side, or rear yard abutting a street shall not exceed a maximum height of eight feet when located within ten feet of a property line abutting a street; provided, however, any portion of the fence or wall above 30 inches in height shall be less than 25 percent opaque when viewed at any angle at a point 25 feet away from the fence or wall.

Response: As discussed above, the planned 10-foot-tall fence around the sports court is located within 10 feet of the subject property lines abutting Broadway Street NE and Academy Street NE, and it will exceed the maximum allowable height of 8 feet to ensure pickleballs and tennis balls are contained and do not roll into adjacent public sidewalk or vehicle travel lanes. A Class 2 Adjustment is requested with this consolidated land use application to increase the maximum fence height. With the adjustment this requirement is met.

(b) Vision clearance. Notwithstanding any other provision of this section, fence, walls, hedges, gates, and retaining walls shall conform to the vision clearance requirements of SRC chapter 805.

Response: As discussed above, the planned fence is located within a vision clearance area and alternative vision clearance standards are requested with this consolidated land use application. Compliance with the standards in SRC Chapter 805 is described below.

(c) Material.

(1) Fences. Fences shall be constructed of materials specifically designed and manufactured for fencing purposes, including, but not limited to, wooden pickets, vinyl, wrought iron, and chainlink fencing, with or without plastic or wood slats. Materials not specifically designed as fencing material, including, but not limited to, corrugated cardboard, corrugated metal, plywood, wooden pallets, garage doors, concrete rubble, and other junked material, are prohibited. Chicken wire may be used within the Residential Agriculture (RA) Zone if used to raise livestock. Fencing for raising livestock in other zones may be replaced if the use was an allowed use on the property prior to December 31, 2002. Fencing used for the establishment and protection of vegetation is permitted for a period not to exceed six months.

Response: The planned fence will be chain-link coated in vinyl, which is customarily used for the enclosure of sports facilities like the planned improvements included in this application. This criterion is met.

(e) *Maintenance.* Fences and walls shall be structurally maintained in safe condition. Wooden materials shall be protected from rot, decay, and insect infestation, and replaced as necessary. Failure to maintain an electric fence in conformance with the standards set forth in this section shall result in the fence being declared a public nuisance subject to abatement under SRC chapter 50.

Response: The facility is owned by the City of Salem and the Applicant plans to maintain the fence in a safe condition. This criterion is met.

Chapter 805—Vision Clearance

Sec. 805.005—Vision clearance areas.

Vision clearance areas that comply with this section shall be provided at the corners of all intersections; provided, however, vision clearance areas are not required in the Central Business (CB) Zone.

(a) Street intersections. Vision clearance areas at street intersections shall comply with the following:

(1) Uncontrolled intersections. At uncontrolled intersections, the vision clearance area shall have 30-foot legs along each street (see Figure 805-1).

(2) Controlled intersections. At controlled intersections, the vision clearance area shall have a ten-foot leg along the controlled street and a 50-foot leg along the uncontrolled street (see Figure 805-2).

Sec. 805.010—Obstructions to vision prohibited.

Except as otherwise provided in this section, vision clearance areas shall be kept free of temporary or permanent obstructions to vision from 30 inches above curb level to 8.5 feet above curb level; provided, however, where there is no curb, the height shall be measured from the street shoulder. As used in this section, temporary or permanent obstruction includes any obstruction located in the right-of-way adjacent to the vision clearance area.

Sec. 805.015—Alternative standards.

> **Alternative vision clearance standards that satisfy the purpose of this chapter, and that are consistent with recognized traffic engineering standards, may be approved where a vision clearance area conforming to the standards of this chapter cannot be provided because of the physical characteristics of the property or street, including, but not limited to, grade embankments, walls, buildings, structures, or irregular lot shape, or where the property has historic neighborhood characteristics, including, but not limited to, established plantings or mature trees, or buildings or structures constructed before 1950. Alternative vision clearance standards shall be approved through a Class 2 Adjustment under SRC chapter 250.**

Response: As discussed above, an alternative vision clearance standard is requested with this consolidated land use application. A portion of the planned fence is located within the vision clearance area per SRC 805.005(a)(2). The planned fence will replace an existing fence in the same configuration and is intended to contain balls within the court, so they do not roll into adjacent public sidewalk or vehicle travel lanes. Moving the court to comply with the vision clearance standards in SRC Chapter 805 would require the removal of trees and the creation of a substantial amount of new impervious surface because the existing paths providing access to the court would have to be relocated. The Preliminary Plans demonstrate compliance with the AASHTO standards, which are recognized traffic engineering standards equivalent to the standards of SRC Chapter 805. Furthermore, the fence will be made of chain-link material which is highly transparent and allows drivers to have a clear view through the court. As demonstrated here and in the responses to the Class 2 Adjustment criteria, an alternative vision clearance standard can be approved. This provision is met.

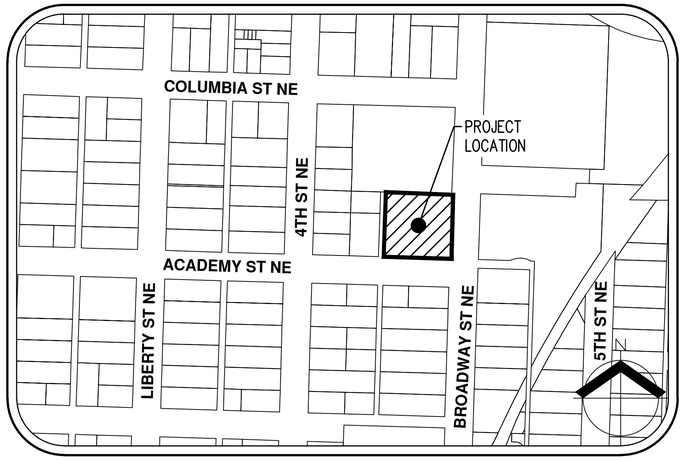
IV. Conclusion

The required findings have been made, and this written narrative and accompanying documentation demonstrate that the application is consistent with the applicable provisions of the Salem Unified Development Code. The evidence in the record is substantial and supports approval of the application. Therefore, the Applicant respectfully requests that the City approve this consolidated land use application.

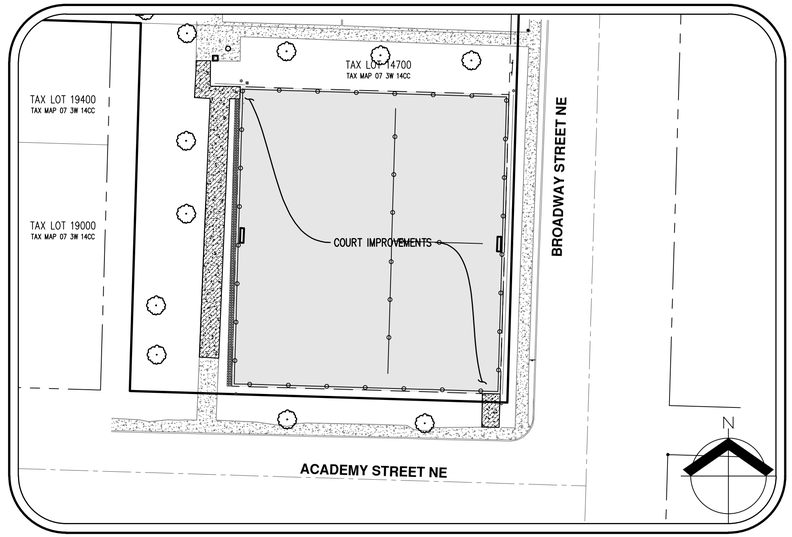
Exhibit A: Preliminary Plans

HIGHLAND PARK SPORTS COURT

PRELIMINARY PLANS - FOR SITE PLAN REVIEW



VICINITY MAP
NOT TO SCALE



SITE MAP
NOT TO SCALE

LEGEND

	EXISTING	PROPOSED
DECIDUOUS TREE		
CONIFEROUS TREE		
FIRE HYDRANT		
WATER BLOWOFF		
WATER METER		
WATER VALVE		
DOUBLE CHECK VALVE		
AIR RELEASE VALVE		
SANITARY SEWER CLEAN OUT		
SANITARY SEWER MANHOLE		
SIGN		
STREET LIGHT		
MAILBOX	MB	MB

	EXISTING	PROPOSED
STORM DRAIN CLEAN OUT		
STORM DRAIN CATCH BASIN		
STORM DRAIN AREA DRAIN		
STORM DRAIN MANHOLE		
GAS METER		
GAS VALVE		
GUY WIRE ANCHOR		
UTILITY POLE		
POWER VAULT	P	P
POWER JUNCTION BOX		
POWER PEDESTAL		
COMMUNICATIONS VAULT	C	C
COMMUNICATIONS JUNCTION BOX		
COMMUNICATIONS RISER		

	EXISTING	PROPOSED
RIGHT-OF-WAY LINE		
BOUNDARY LINE		
PROPERTY LINE		
CENTERLINE		
DITCH		
CURB		
EDGE OF PAVEMENT		
EASEMENT		
FENCE LINE		
GRAVEL EDGE		
POWER LINE	PWR	PWR
OVERHEAD WIRE	OHW	OHW
COMMUNICATIONS LINE	COM	COM
FIBER OPTIC LINE	CFO	CFO
GAS LINE	GAS	GAS
STORM DRAIN LINE	STM	STM
SANITARY SEWER LINE	SAN	SAN
WATER LINE	WAT	WAT
RECLAIMED WATER LINE	NPWAT	NPWAT

CIVIL ENGINEERING/ SURVEYING/LAND USE PLANNING/LANDSCAPE ARCHITECTURE FIRM

AKS ENGINEERING & FORESTRY, LLC
CONTACT: TYLER ROTH, PE
EMAIL: ROTHT@AKS-ENG.COM
3700 RIVER RD N, STE 1
KEIZER, OR 97303
PH: 503.400.6028
WWW.AKS-ENG.COM

OWNER/APPLICANT

CITY OF SALEM
PUBLIC WORKS DEPARTMENT
CONTACT: AARON KIMSEY, P.E.
1457 23RD ST SE
SALEM, OR 97302
PH: 503.588.6211
FAX: 503.588.6095

PROPERTY DESCRIPTION:
MARION COUNTY TAX MAP 07 3W 14CC
TAX LOT 14700
CITY OF SALEM, OREGON

PROPERTY LOCATION:
2025 BROADWAY ST NE
SALEM, OR 97301

VERTICAL DATUM
ELEVATIONS ARE BASED ON CITY OF SALEM BENCHMARK KSUN, LOCATED AT THE NORTHEAST CORNER OF SUNSET AVENUE N AND RIVER ROAD N.
ELEVATION = 134.38 (NGVD 29).

SHEET INDEX

CITY OF Salem AT YOUR SERVICE

ENGINEERING DIVISION
SALEM PUBLIC WORKS DEPARTMENT

SHEET PREPARED BY:

AKS ENGINEERING & FORESTRY, LLC
3700 RIVER RD N, STE 1
KEIZER, OR 97303
503.400.6028
WWW.AKS-ENG.COM

ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

AKS PROJECT #: 5218-19

REGISTERED PROFESSIONAL ENGINEER
OREGON
JULY 9, 2010
TYLER D. ROTH
RENEWS: DECEMBER 31, 2024

PRELIMINARY NOT FOR CONSTRUCTION

CERTIFICATE EXPIRES: DEC 31, 2024
DATE: SEP 13, 2024

SALEM MULTI-USE SPORTS COURTS

HIGHLAND PARK

REVISIONS

NO.	DESCRIPTION	DATE	BY

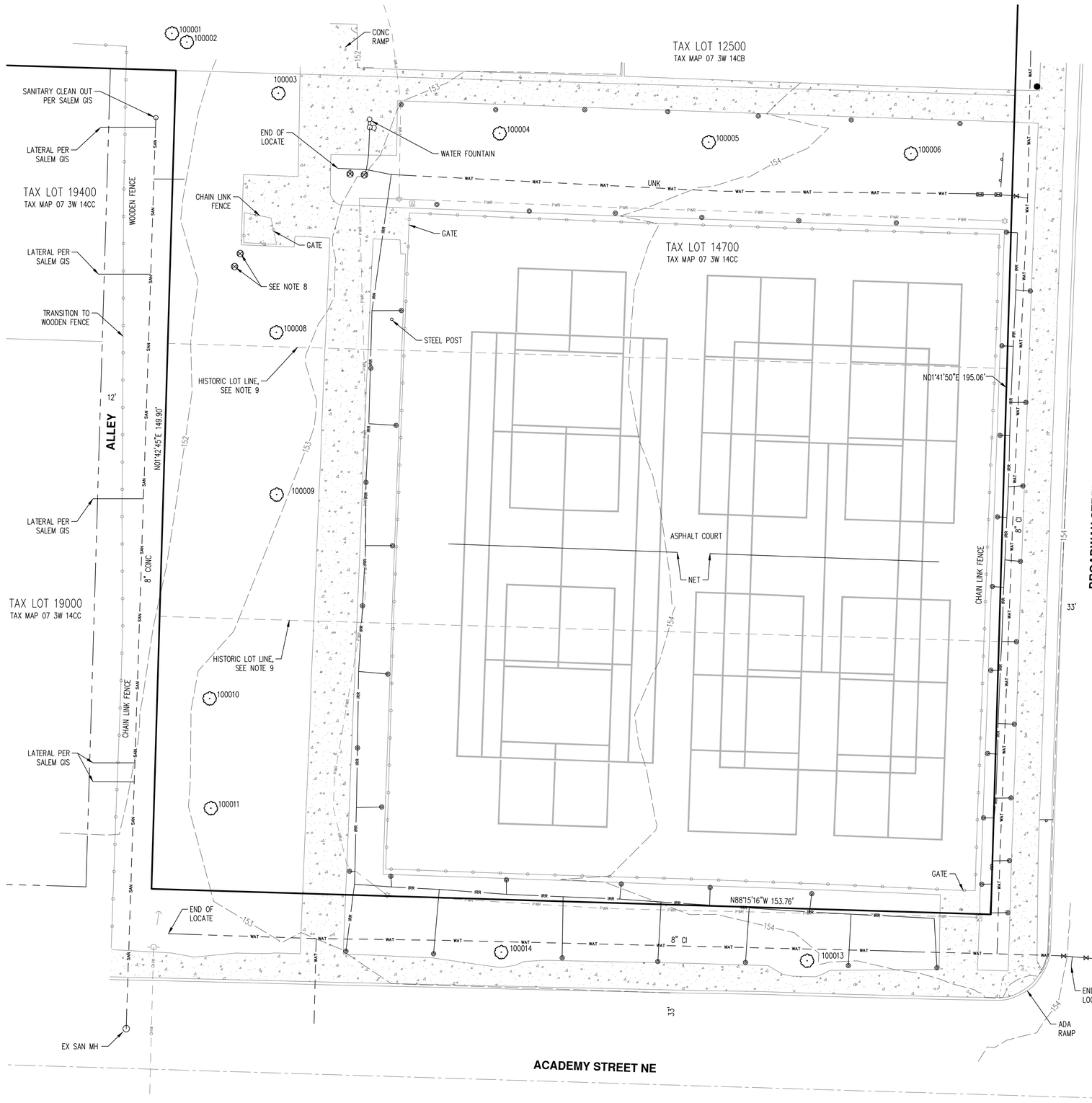
PN: 723404

HORIZ DATUM:	SEE G-02
VERT DATUM:	NGVD 29
HORIZ SCALE:	AS NOTED
VERT SCALE:	AS NOTED
DESIGN:	TDR
DRAWN:	TMN
CHECKED:	TDR
APPROVED:	

SHEET TITLE

COVER SHEET WITH SITE AND VICINITY MAPS

G-01



NOTES:

1. UTILITIES SHOWN ARE BASED ON UNDERGROUND UTILITY LOCATE MARKINGS AS PROVIDED BY OTHERS, PROVIDED PER UTILITY LOCATE TICKET NUMBERS 23298250, 23298251, 23298252, AND 23298253. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND LOCATES REPRESENT THE ONLY UTILITIES IN THE AREA. CONTRACTORS ARE RESPONSIBLE FOR VERIFYING ALL EXISTING CONDITIONS PRIOR TO BEGINNING CONSTRUCTION.
2. FIELD WORK WAS CONDUCTED OCTOBER AND NOVEMBER, 2023.
3. HORIZONTAL DATUM: A LOCAL DATUM PLANE DERIVED FROM STATE PLANE OREGON NORTH 3601 NAD83(2011) EPOCH 2010.00 BY MULTIPLYING BY A PROJECT MEAN GROUND COMBINED SCALE FACTOR OF 1.0001026263 AT A CENTRAL PROJECT POINT WITH INTERNATIONAL FEET STATE PLANE GRID COORDINATES N:481240.981 E:7547532.318 AND A MERIDIAN CONVERGENCE ANGLE OF -1°47'37.3". STATE PLANE COORDINATES WERE DERIVED FROM GPS OBSERVATIONS USING THE TRIMBLE VRS NOW NETWORK. DISTANCES SHOWN ARE INTERNATIONAL FEET GROUND VALUES.
4. VERTICAL DATUM: ELEVATIONS ARE BASED ON CITY OF SALEM BENCHMARK KSUN, LOCATED AT THE NORTHEAST CORNER OF SUNSET AVENUE N AND RIVER ROAD N. ELEVATION = 134.38 (NGVD 29).
5. CONTOUR INTERVAL IS 1.00 FOOT.
6. THIS IS NOT A PROPERTY BOUNDARY SURVEY TO BE RECORDED WITH THE COUNTY SURVEYOR. BOUNDARIES MAY BE PRELIMINARY AND SHOULD BE CONFIRMED WITH THE STAMPING SURVEYOR PRIOR TO RELYING ON FOR DETAILED DESIGN OR CONSTRUCTION.
7. TREES ARE SHOWN PER GIS DATA PROVIDED BY THE CITY OF SALEM. TREE DIAMETERS ARE NOTED PER SAID GIS DATA. TREE INFORMATION IS SUBJECT TO CHANGE UPON ARBORIST INSPECTION.
8. STRUCTURE FOUND WITHOUT PUBLIC UTILITIES MARKED. ADDITIONAL UNDERGROUND UTILITIES MAY BE IN AREA.
9. PER PLAT "IDLEWINE'S ANNEX TO RIVERSIDE ADDITION TO SALEM OREGON."

TREE TABLE		
TREE NUMBER	TYPE	DBH (IN.)
100001	DECIDUOUS	21
100002	DECIDUOUS	17
100003	OAK	1
100004	DECIDUOUS	1
100005	DECIDUOUS	1
100006	DECIDUOUS	1
100008	OAK	1
100009	OAK	1
100010	DECIDUOUS	29
100011	DECIDUOUS	26
100013	DECIDUOUS	16
100014	DECIDUOUS	19

N

SCALE: 1"=10 FEET

10 0 2 5 10

LEGEND

EXISTING		EXISTING	
DECIDUOUS TREE		STORM DRAIN CLEAN OUT	
CONIFEROUS TREE		STORM DRAIN CATCH BASIN	
		STORM DRAIN AREA DRAIN	
FIRE HYDRANT		STORM DRAIN MANHOLE	
IRRIGATION CONTROL VALVE		GAS METER	
WATER METER		GAS VALVE	
WATER VALVE		GUY WIRE ANCHOR	
DOUBLE CHECK VALVE		UTILITY POLE	
SPRINKLER HEAD		POWER VAULT	P
SANITARY SEWER CLEAN OUT		POWER JUNCTION BOX	
SANITARY SEWER MANHOLE		POWER PEDESTAL	
SIGN		COMMUNICATIONS VAULT	C
STREET LIGHT		COMMUNICATIONS JUNCTION BOX	
MAILBOX	MB	COMMUNICATIONS RISER	
FOUND MONUMENT			

EXISTING	
RIGHT-OF-WAY LINE	
BOUNDARY LINE	
PROPERTY LINE	
CENTERLINE	
DITCH	
CURB	
EDGE OF PAVEMENT	
EASEMENT	
FENCE LINE	
GRAVEL EDGE	
POWER LINE	PWR
OVERHEAD WIRE	OHW
COMMUNICATIONS LINE	COM
FIBER OPTIC LINE	CFO
GAS LINE	GAS
STORM DRAIN LINE	STM
SANITARY SEWER LINE	SAN
WATER LINE	WAT
IRRIGATION LINE	IRR

CITY OF Salem AT YOUR SERVICE

ENGINEERING DIVISION

SALEM PUBLIC WORKS DEPARTMENT

SHEET PREPARED BY:

AKS ENGINEERING & FORESTRY, LLC
3700 RIVER RD N, STE 1
KEIZER, OR 97303
503.400.6028
WWW.AKS-ENG.COM

AKS

ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

AKS PROJECT #: 5218-19

REGISTERED PROFESSIONAL LAND SURVEYOR

DRAFT

OREGON
NOVEMBER 9, 2021
JOSEPH F. SULLIVAN
86458LS
RENEWS: 6/30/2026

CERTIFICATE EXPIRES: JUNE 30, 2024
DATE: DEC 26, 2023

SALEM MULTI-USE SPORTS COURTS

HIGHLAND PARK

REVISIONS			
NO.	DESCRIPTION	DATE	BY

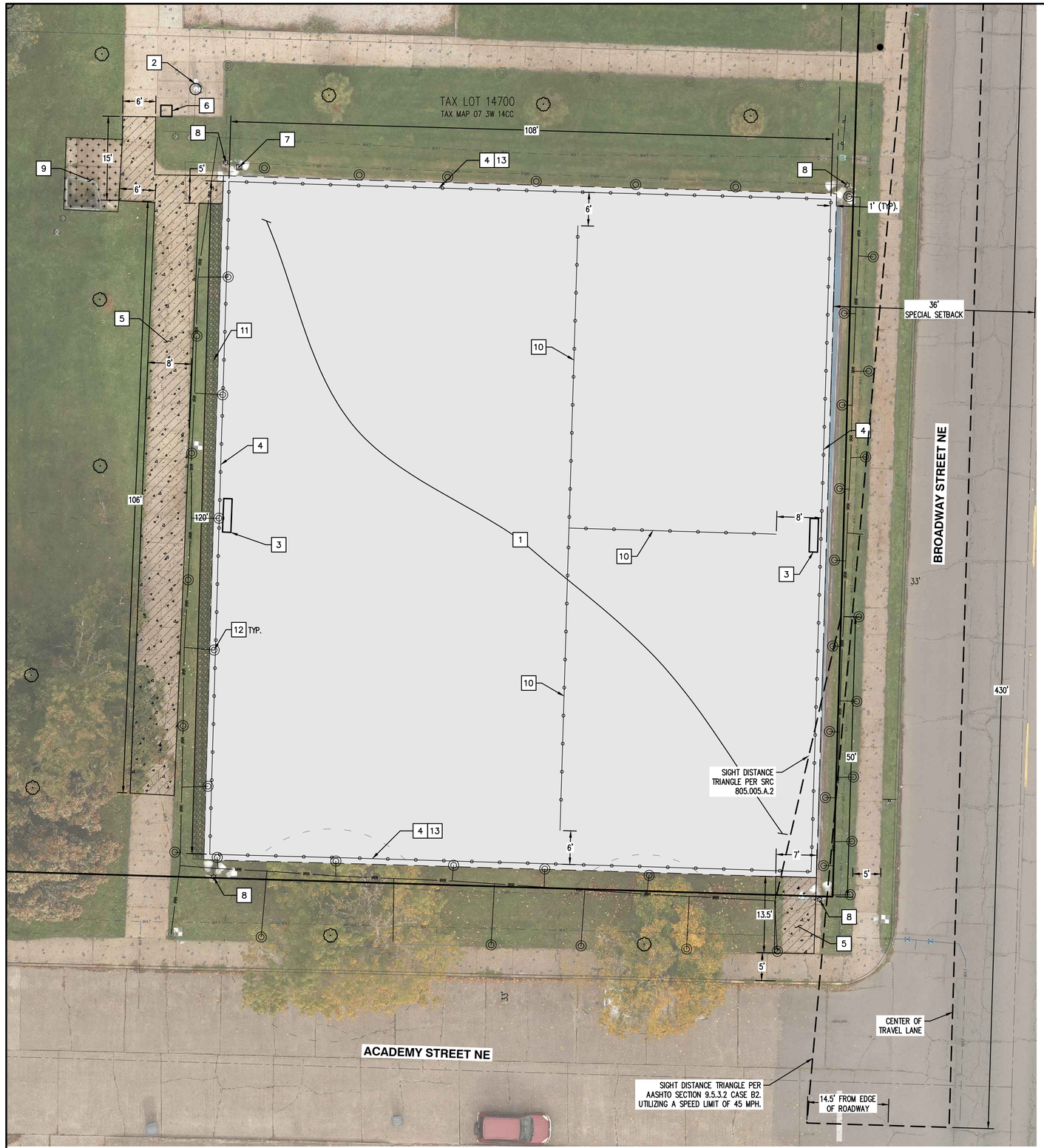
PN 723404

HORIZ DATUM:	AS NOTED
VERT DATUM:	AS NOTED
HORIZ SCALE:	AS NOTED
VERT SCALE:	AS NOTED
DESIGN:	---
DRAWN:	CC
CHECKED:	JS/BH
APPROVED:	

SHEET TITLE

EXISTING CONDITIONS PLAN

G-02



SITE KEYED NOTES:

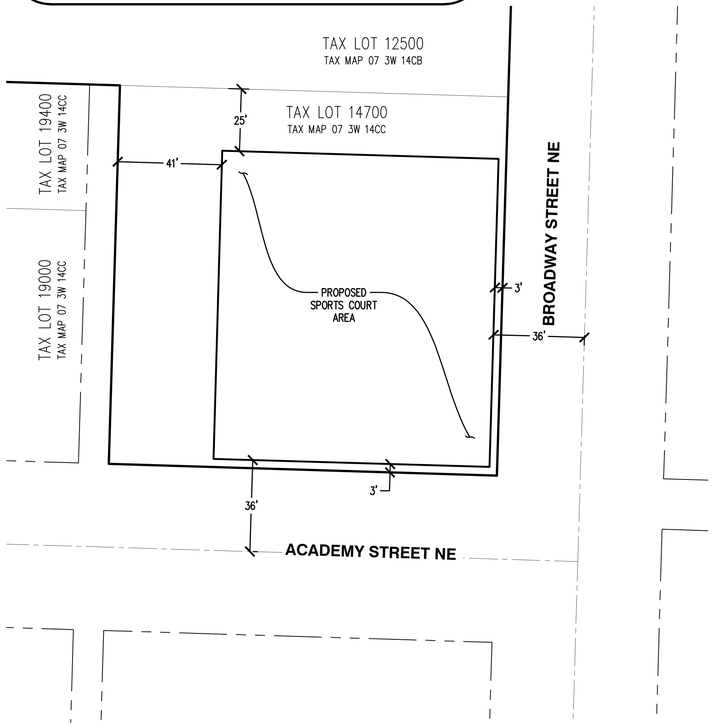
1. FULL COURT RESURFACING.
2. NEW DRINKING WATER FOUNTAIN WITH BOTTLE FILLER.
3. NEW BENCHES.
4. FENCE REPLACEMENT (10-FT TALL CHAIN LINK).
5. REPAIR OF CRACKED SIDEWALK PANELS.
6. PERMANENT STEEL GARBAGE RECEPTACLES.
7. NEW LIGHTING CONTROL CABINET.
8. REPLACED LIGHT POLE, BASE, AND LUMINAIRE.
9. CONCRETE REMOVAL AND LANDSCAPING RESTORATION.
10. NEW INTERIOR FENCE (3-FT TALL CHAIN LINK).
11. DISPERSION TRENCH.
12. IRRIGATION SYSTEM TO BE RELOCATED WHERE IMPACTED WITHIN LIMITS OF PROJECT.
13. CITY FURNISHED WINDSCREENS.

NOTE:

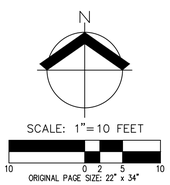
ADDITIONAL SIDEWALK MAINTENANCE AREAS MY BE IDENTIFIED DURING CONSTRUCTION AND WOULD BE REPLACED BACK TO THE EXISTING CONFIGURATION.

LEGEND

- NEW PAVEMENT SECTION
- CONCRETE SIDEWALK MAINTENANCE
- CONCRETE REMOVAL AND LANDSCAPE RESTORATION



SITE IMPROVEMENTS VICINITY MAP
NTS



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ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

AKS PROJECT #: 5218-19

REGISTERED PROFESSIONAL ENGINEER
OREGON
JANUARY 9, 2020
TYLER D. ROTH
PRELIMINARY NOT FOR CONSTRUCTION
RENEWS: DECEMBER 31, 2024

CERTIFICATE EXPIRES: DEC 31, 2024
DATE: SEP 13, 2024

SALEM MULTI-USE SPORTS COURTS

HIGHLAND PARK

REVISIONS			
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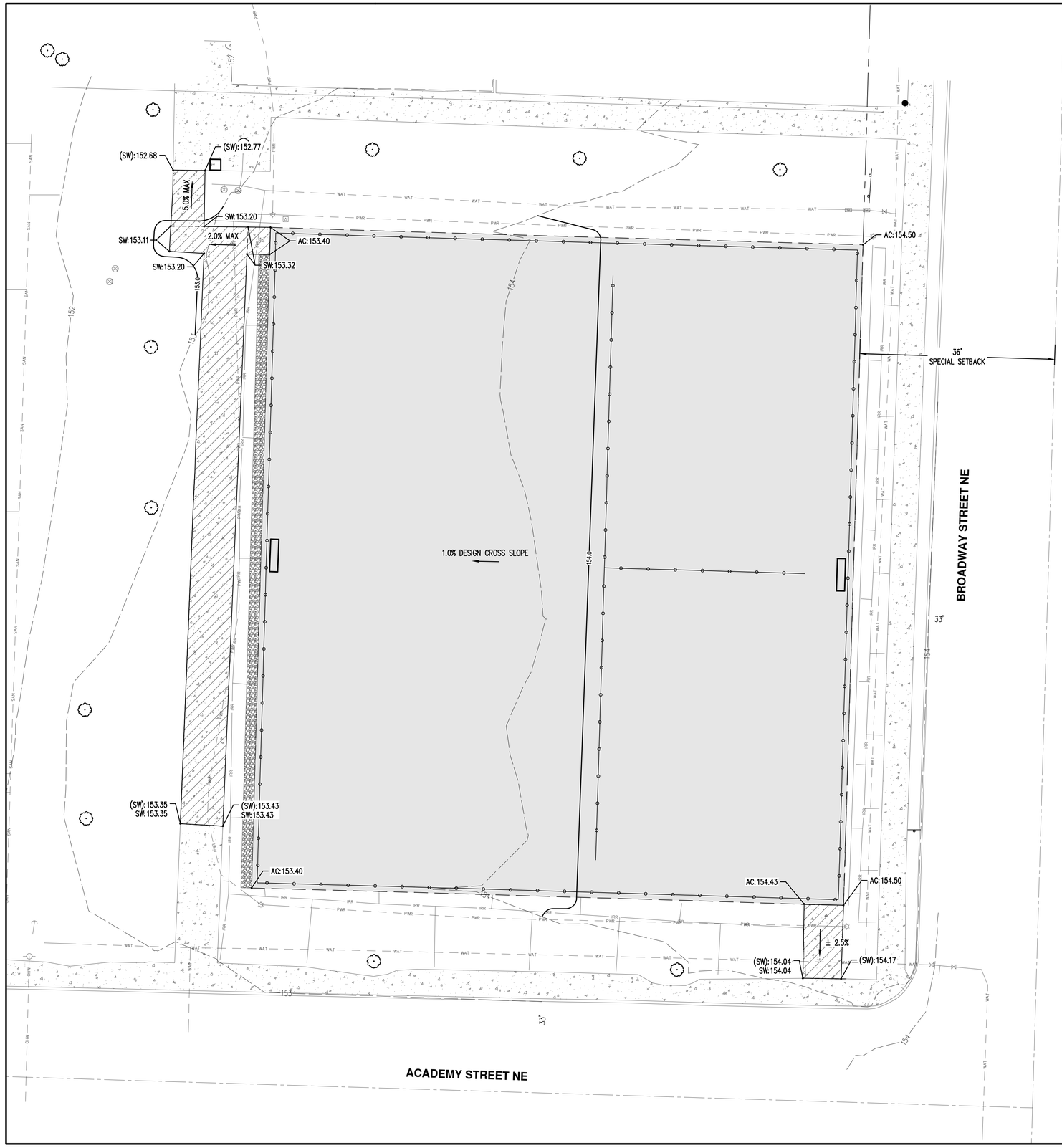
DESIGN:	TDR
DRAWN:	TMN
CHECKED:	TDR

APPROVED:

SHEET TITLE

PRELIMINARY SITE AND DIMENSIONING PLAN

ST-01



ABBREVIATIONS:

EXISTING:
(SW): EXISTING SIDEWALK ELEVATION

PROPOSED:
AC: ASPHALT PAVEMENT ELEVATION
SW: SIDEWALK ELEVATION

DOWNWARD SLOPE: X.X%

IMPERVIOUS AREA DATA:

EXISTING COURT ASPHALT/CONCRETE= (NOT DISTURBING SUBGRADE)	13,356 SF
EXISTING SIDEWALK CONCRETE = TO BE REPAIRED (NOT DISTURBING SUBGRADE)	718 SF
TOTAL NEW AND REPLACED = IMPERVIOUS AREA	0 SF

CITY OF SALEM LARGE PROJECT DETERMINATION:

PER SRC 70.005, A LARGE PROJECT IS DEFINED AS "A PROJECT INCLUDING 10,000 SQUARE FEET OR MORE OF NEW PERVIOUS SURFACE, NEW IMPERVIOUS SURFACE, OR REPLACED IMPERVIOUS SURFACE, INDIVIDUALLY OR COMBINED." FOR THIS PROJECT, THE EXISTING COURT ASPHALT AND EXISTING SIDEWALK CONCRETE ARE NOT CONSIDERED REPLACED IMPERVIOUS AREAS SINCE THE EARTH MATERIAL WILL NOT BE DISTURBED, SO ITS AREA DOES NOT COUNT TOWARDS THE 10,000 SQUARE FEET. THERE ARE NOT ANY NEW IMPERVIOUS AREAS.

IN CONCLUSION, THIS PROJECT IS NOT CONSIDERED A LARGE PROJECT, AND DETENTION WATER QUALITY REQUIREMENTS ARE NOT TRIGGERED.

LEGEND

EXISTING GROUND CONTOUR (1 FT) — 154 —
EXISTING GROUND CONTOUR (5 FT) — 155 —
CONCRETE SIDEWALK MAINTENANCE
GRADE CAHNGE

N

SCALE: 1"=10 FEET

10 0 2 5 10

ORIGINAL PAGE SIZE: 22" x 34"

CITY OF Salem AT YOUR SERVICE

ENGINEERING DIVISION
SALEM PUBLIC WORKS DEPARTMENT

SHEET PREPARED BY:

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ENGINEERING · SURVEYING · NATURAL RESOURCES
FORESTRY · PLANNING · LANDSCAPE ARCHITECTURE

AKS PROJECT #: 5218-19

REGISTERED PROFESSIONAL ENGINEER
OREGON
JULY 9, 2010
TYLER D. ROTH
RENEWS: DECEMBER 31, 2024

PRELIMINARY NOT FOR CONSTRUCTION

CERTIFICATE EXPIRES: DEC 31, 2024
DATE: SEP 13, 2024

SALEM MULTI-USE SPORTS COURTS

HIGHLAND PARK

REVISIONS

NO.	DESCRIPTION	DATE	BY

PN: 723404

HORIZ DATUM:	SEE G-02
VERT DATUM:	NGVD 29
HORIZ SCALE:	AS NOTED
VERT SCALE:	AS NOTED
DESIGN:	TDR
DRAWN:	TMN
CHECKED:	TDR

APPROVED:

SHEET TITLE

PRELIMINARY GRADING AND DRAINAGE PLAN

GR-01

SHEET 4 OF 4

Exhibit B: Title Report

AmeriTitle
320 Church St. NE, Salem, OR 97301
PHONE (503)581-1431 FAX (503)364-8716

To: City of Salem
350 Commercial St. NE
Salem, OR 97301
Attn: Clinton Dameron

Your File No.: Highland Park

Date: October 16, 2023
Order No. 611265AM
Reference: 073W14CB 12500 - 526495 / 073W14C 14700 - 578195
Salem, OR 97301

We have enclosed our Public Records Report pertaining to order number 611265AM.

Thank you for the opportunity to serve you. Your business is appreciated!

If you have any questions or need further assistance, please do not hesitate to contact your Title Officer listed below.

Sincerely,

Carlee Novak

carlee.novak@amerititle.com
Title Officer

NOTICE: Please be aware that, due to the conflict between federal and state laws concerning the legality of the cultivation, distribution, manufacture or sale of marijuana, the Company is not able to close or insure any transaction involving land that is associated with these activities.

320 Church St. NE, Salem, OR 97301
PHONE (503)581-1431 FAX (503)364-8716

PUBLIC RECORD REPORT

THIS REPORT IS FOR THE EXCLUSIVE USE OF:

City of Salem	Date Prepared: October 16, 2023
350 Commercial St. NE	File Number: 611265AM
Salem, OR 97301	Title Officer: Carlee Novak

Attn: Clinton Dameron

CONDITIONS, STIPULATIONS AND DEFINITIONS

(I) Definitions:

(a) "Customer": The person or persons named or shown on this cover sheet.
(b) "Effective date": The title plant date of AmeriTitle, referred to in this report as "AmeriTitle".
(c) "Land": The land specifically described in this public record report and improvements affixed thereto which by law constitute real property.
(d) "Public records": Those records which by the laws of the State of Oregon impart constructive notice of matters relating to said land.

(II) Liability of AmeriTitle:

(a) THIS IS NOT A COMMITMENT TO ISSUE TITLE INSURANCE AND DOES NOT CONSTITUTE A POLICY OF TITLE INSURANCE.
(b) The liability of AmeriTitle for errors or omissions in this public record report is limited to the amount of the fee paid by the customer, provided, however, that AmeriTitle has no liability in the event of no actual loss to the customer.
(c) No costs (including without limitation attorney fees and other expenses) of defense, or prosecution of any action, is afforded to the customer.

(III) Report Entire Contract:

Any right or action or right of action that the customer may have or may bring against AmeriTitle and/or its underwriter arising out of the subject matter of this report must be based on the provisions of this report. No provision or condition of this report can be waived or changed except by a writing signed by an authorized officer of AmeriTitle. By accepting this form report, the customer acknowledges and agrees that the customer has elected to utilize this form of public record report and accepts the limitation of liability of AmeriTitle as set forth herein.

(IV) Fee: $200.00

The fee charge for this Report does not include supplemental reports, updates or other additional services of AmeriTitle.

REPORT

Effective Date: October 12, 2023

A. The Land referred to in this public record report is located in the County of Marion, State of Oregon, and is described as follows:

Tract 1:
Beginning at the intersection of the South line of Columbia Street and the West line of Broadway Street; thence Westerly along the South line of Columbia Street, 231 feet; thence Southerly parallel with the West line of Broadway Street 200 feet; thence Easterly 231 feet to the West line of Broadway Street; thence Northerly 200 feet to the place of beginning, in the City of Salem, Marion County, Oregon.

Tract 2:
Lots 1, 2 and 3, Block 1 in IDLEWINE'S ANNEXT to Riverside Addition to Salem, Marion County, Oregon.

B. As of the Effective Date and according to the public records, we find title to the Land apparently vested in:

City of Salem, a municipal corporation

C. As of the Effective Date and according to the public records, the Land is subject to the following chain of conveyances and contracts to convey title during the period beginning on the recording date of the earliest recorded instrument shown below and ending on the recording date of the latest recorded instrument shown below:

CHAIN OF TITLE FOR TAX LOT 12500:

Instrument: Deed,
Recorded: January 14, 1935
Instrument No.: Volume: 221 Page: 76
Grantor: W.B. Hanson and Gertrude J. M. Page
Grantee: P.L. Blackerby and Stella Blackerby, as tenants by the entirety

Instrument: Quitclaim Deed,
Recorded: January 3, 1939
Instrument No.: Volume: 234 Page 335
Grantor: Marion County
Grantee: CIty of Salem

Instrument: Deed of Sheriff Under Foreclosure,
Recorded: November 21, 1939
Instrument No.: Volume: 243 Page: 124
Grantor: A.C. Burk, Sheriff of Marion County
Grantee: City of Salem, a municipal corporation

CHAIN OF TITLE FOR TAX LOT 14700:

Instrument: Deed,
Recorded: March 29, 1929
Instrument No.: Volume: 201 Page: 473
Grantor: Jacob Idlewine
Grantee: Dora Pickens

Instrument: Sheriff's Deed,
Recorded: March 18, 1936
Instrument No.: Volume: 225 Page: 74
Grantor: A.C. Burke, Sheriff of Marion County
Grantee: Marion County

Instrument: Deed,
Recorded: January 24, 1940
Instrument No.: Volume: 244 Page: 432
Grantor: Marion County, Oregon
Grantee: City of Salem

Instrument: Deed of Sheriff Under Foreclosure,
Recorded: April 28, 1941
Instrument No.: Volume: 258 Page: 236
Grantor: A.C. Burk, Sheriff of Marion County
Grantee: City of Salem, a municipal corporation

Exhibit C: Geotechnical Report

CENTRAL
GEOTECHNICAL SERVICES

10240 SW Nimbus Ave, Suite L6
Portland, Oregon 97223
503.616.9419
www.centralgeotech.com

Revised April 12, 2024

City of Salem
c/o AKS Engineering & Forestry, LLC
3700 River Road North, Suite 1
Keizer, Oregon 97303

Attention: Tyler Roth (rotht@aks-eng.com)
Elizabeth De La Lima (delalimae@aks-eng.com)

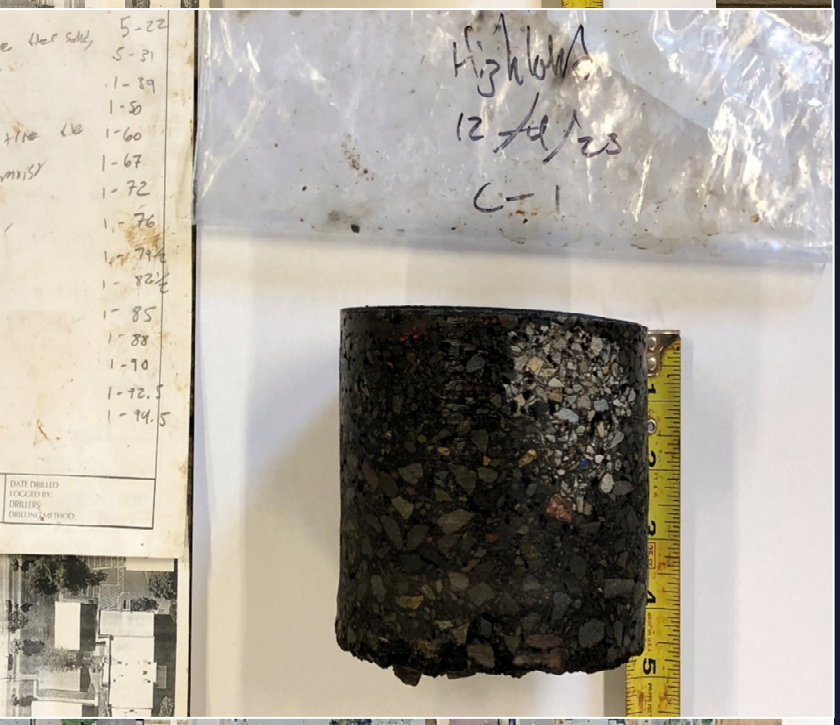
Re: Draft Geotechnical Engineering Report
CGS Project No. Salem-4-01-01 / AKS Job No. 5218-19
City of Salem – Multi-Use Sports Court
Highland Park
2025 Broadway Street NE
Salem, Oregon 97301

Central Geotechnical Services, LLC (CGS) is pleased to submit this geotechnical engineering report for the proposed Highland Park improvement project located in Salem, Oregon. The report was prepared for conformance with the signed contract dated October 27, 2023. We appreciate the opportunity to be of service to AKS Engineering & Forestry (AKS) and the City of Salem. Please feel free to call our office with questions about this report.

Respectfully,

Central Geotechnical Services, LLC

Julio Vela, PhD, P.E., G.E.
Principal Engineer



Geotechnical Engineering Services:

City of Salem – Multi-Use Sports Court
Highland Park
2025 Broadway Street NE
Salem, Oregon 97301

CGS Project: Salem-4-01-01
AKS Job No. 5218-19

Prepared For:

City of Salem
c/o AKS Engineering and Forestry, LLC
3700 River Road North, Suite 1
Keizer, Oregon 97303

Revised April 12, 2024

Submitted by:

CENTRAL
GEOTECHNICAL SERVICES, LLC

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APPENDICES

1.0 INTRODUCTION

Central Geotechnical Services, LLC (CGS) is pleased to submit this geotechnical engineering report for the proposed multi-use sports court project at Highland Park located at 2025 Broadway Street NE, in Salem, Oregon. Highland Park is one of five City of Salem Park locations selected for this project. Geotechnical recommendations are provided for the following four locations only:

- Highland Park at 2025 Broadway Street NE in Salem, Oregon (CGS Project: Salem-4-01-01)
- River Road City Park at 3045 River Road N in Salem, Oregon (CGS Project: Salem-4-01-02)
- Hoover Park at 1250 Savage Road NE in Salem, Oregon (CGS Project: Salem-4-01-03),
- Morningside Park at 1330 Ewald Street SE in Salem, Oregon (CGS Project: Salem-4-01-04), and
- Sumpter Park at 590 Wormwood Street SE in Salem, Oregon (CGS Project: Salem-4-01-05).

This report is for the Highland Park location (CGS Project: Salem-4-01-01).

Highland Park is located in Northeast Salem with Columbia Street on the north, Broadway Street on the east, Academy Street on the south, and low-density residential development on the west. The park area is currently developed with an outdoor tennis court, outdoor playground, and open grassed field. The project area is relatively flat. The location of the site is shown in the Vicinity Map, Figure 1.

Our understanding of the project was developed from discussions with, and information provided to us, by Mr. Tyler Roth of AKS Engineering & Forestry, LLC (AKS), aerial images of the area from Google Earth, and geologic maps and geotechnical reports for the area in our files. Based on the information provided, we understand the project will include the reconstruction of the existing sports court in the southern portion of the park. The project may also include new light poles and fence around the perimeter of the court.

At the time this report was prepared, specific court plans and details were not provided. We have assumed that the existing court surfacing and related improvements will be removed and replaced as part of the expansion project. If site development vary from the information noted above or if structural elements not discussed in this report are included, the recommendations presented in this report should be reviewed and revised as needed.

2.0 SCOPE OF SERVICES

The purpose of this report is to provide geotechnical engineering recommendations for sports court rehabilitation and/or resurfacing at Highland Park. Our proposed scope of services is based on our understanding of the project and information provided by the project team. Our specific scope of services included the following:

1. Review of project plans provided by the project team for geotechnical design and construction elements.

2. Provided an exploration work plan detailing the approximate location and proposed depth of explorations.
3. Completed utility locates through the public one call system and private locate company.
4. Performed 3 concrete cores/hand auger explorations to a depth of 7 feet below ground surface (bgs) inside the sports court, and 1 drilled boring to a depth of 13.5 feet bgs on the north side of the sports court at locations recommended by the design team.
5. Conducted laboratory testing of select soil samples to evaluate pertinent physical and engineering properties.
6. Provided a geotechnical evaluation of the site and provided design recommendations in this geotechnical report addressing the following geotechnical components.
    a. A general description of the site topography, geology and subsurface conditions.
    b. Recommendations for site preparation measures.
    c. Recommendations for temporary excavation and temporary excavation protection.
    d. Recommendations for earthwork construction.
    e. Recommendations for a pavement/concrete design section thickness.
    f. Recommendations for new light poles and fence post.

Our geotechnical work has been directly supervised by a professional engineer licensed in the state of Oregon.

3.0 SITE CONDITIONS

3.1. Site Geology

Near surface geology of the site is mapped by O'Connor et el. (2001) as floodplain deposits of the Willamette River and major tributaries (Holocene and upper Pleistocene). They define this unit as consisting of unconsolidated silt, sand, and gravel of the Willamette River and major Cascade Range tributaries including active channel and modern floodplain surfaces.

This description is generally consistent with site soils observed in our subsurface explorations that suggest the site is underlain by fine-grained silty and clayey floodplain deposits further underlain by the coarse facies of the Missoula Flood deposits. Conditions observed in our explorations are consistent with our observations of subsurface soils in the vicinity of the site.

3.2. Surface Conditions

Review of aerial imagery (Google Earth Pro, 2022) indicates that the sports court was constructed prior to 1995. The sports court appears to have been resurfaced multiple times, with the last time being after

October of 2017. The court has minor cracks that extends diagonally through the existing concrete panels.

3.3. Subsurface Conditions

Subsurface conditions at the site were explored by completing three cores/hand auger boring (C-1 through C-3), and one drilled boring (B-1). The cores/hand augers were advanced to a depth of 7 feet below ground surface (bgs) on December 4, 2023. Soil cuttings from each exploration were visually classified, logged and tested to assess pertinent physical and engineering characteristics. Descriptions of the subsurface exploration program and logs of explorations are presented in Appendix A.

Approximate locations of explorations are shown in the Site Plan, Figure 2.

3.4. Soil Conditions

In general, the surface of the court is generally 4.0 to 4.5-inches of asphaltic concrete (AC) over 7.5 to 8.0 inches of aggregate base. Below the aggregate base, we encountered medium-stiff to stiff silt to an approximate depth of 12.5 feet bgs. The silt is light brown and contains trace fine sand. Below the silt, practical refusal was encountered in a very-dense gravel with which extended below our maximum depth explored of 13.5 feet bgs.

3.5. Groundwater Conditions

Groundwater was encountered during three of our explorations (C-1, C-3, and B-1) at depths of between 4.5 and 12.5 feet bgs at the completion of our explorations. Groundwater conditions at the site are expected to vary seasonally due to rainfall events and other factors not observed in our explorations.

3.6. Dynamic Cone Penetration Testing

We conducted DCP testing in general accordance with ASTM D6951 to estimate subgrade resilient modulus within the existing sports court. We recorded penetration depth of the cone for each blow of the hammer and terminated testing at refusal or end of rod length. We plotted depth of penetration versus blow count and visually assessed where the slope was relatively constant and at depths where the slope changed significantly. We used the first slope to estimate the base layer resilient modulus. We used the slope beyond the first change to estimate the resilient modulus of the subgrade. We used least squares regression to determine the slopes and the equation from the ODOT Pavement Design Guide (herein referred to as the ODOT guide) to estimate the resilient moduli using a correction factor (cf) of 0.62 for aggregate base and 0.35 for silt to clay subgrade. Table 1 lists our estimates of base layer resilient modulus and subgrade resilient modulus at each test location.

Table 1. Estimated Subgrade Resilient Moduli Based on DCP Testing

Exploration	Estimated Resilient Modulus (psi)	
	Base	Subgrade
C-1	9,850	4,000
C-2	10,570	5,260
C-3	Not explored[1]	3,890

Note 1: DCP testing completed below aggregate base layer

4.0 GENERAL EARTHWORK RECOMMENDATIONS

4.1. Site Preparation and Removal of Existing Fill

Initial site preparation includes stripping and grubbing of upper organics, and removal of subsurface structures.

Although not anticipated, if present, existing utilities in proposed earthwork construction areas should be identified prior to excavation. Live utility lines identified beneath proposed structures should be relocated. Abandoned utility lines beneath structures should be completely removed or filled with grout in order to reduce potential settlement of new structures. Soft or loose soil encountered in utility line excavations should be removed and replaced with structural fill where it is located within structural areas.

4.2. Demolition

All structural elements and below ground structures to be demolished should be completely removed from proposed structural areas and for a margin of at least 3 feet around proposed structural areas. Proposed structural areas are areas where new structural elements will be built, including the new sports court. Materials generated during demolition should be transported off site and properly disposed.

4.3. Clearing and Grubbing

Site clearing will be required to remove site vegetation in landscaped areas. Excavations to remove root zones should be done with a smooth bucket to minimize subgrade disturbance. Grubbed materials should be hauled off site and properly disposed of unless otherwise allowed by the project specifications for other uses such as landscaping or stockpiling.

Existing voids and new depressions created during demolition, clearing, grubbing or other site preparation activities, should be excavated to firm soil and backfilled with Imported Select Structural Fill. Greater depths of disturbance should be expected if site preparation and earthwork are conducted during periods of wet weather.

4.4. Stripping

Based on our observations at the site, we estimate that the depth of stripping should be on the order of about 6- to 9-inches. Greater stripping depths may be required to remove localized zones of loose or

organic soil, and in areas where moderate to heavy vegetation are present, or where surface disturbance from prior use has occurred. The actual stripping depth should be based on field observations at the time of construction. Stripped material should be transported off site for disposal unless otherwise allowed by the project specifications for other uses such as landscaping.

4.5. Site Subgrade Preparation and Evaluation

Upon completion of site preparation activities, exposed subgrades should be proof-rolled with a fully loaded dump truck or similar heavy rubber-tired construction equipment where space allows to identify soft, loose, or unsuitable areas. Probing may be used for evaluating smaller areas or where proof-rolling is not practical. Proof-rolling and probing should be conducted prior to placing fill and should be performed by a representative of CGS who will evaluate the suitability of the subgrade and identify areas of yielding that are indicative of soft or loose soil. If soft or loose zones are identified during proof-rolling or probing, these areas should be excavated to the extent indicated by our representative and replaced with structural fill.

4.6. Subgrade Protection and Wet Weather Considerations

Fine-grained soils at the site are highly susceptible to disturbance from traffic when wet. Wet weather construction practices will be necessary if work is performed during periods of wet weather. If site grading will occur during wet weather conditions, it will be necessary to use track-mounted equipment, load removed material into trucks supported on existing gravel surfacing or haul roads, use gravel working pads and employ other methods to reduce ground disturbance. The contractor is responsible for protecting the subgrade during construction.

During wet weather, some of the exposed soils could become muddy and unstable. If so affected, we recommend that:

- The ground surface in and around the work area should be sloped so that surface water is directed to a sump or discharge location. The ground surface should be graded such that areas of ponded water do not develop. Measures should be taken by the contractor to prevent surface water from collecting in excavations and trenches. Measures should be implemented to remove surface water from the work areas.
- The site soils should not be left uncompacted and exposed to moisture. Sealing the surficial soils by rolling with a smooth-drum roller prior to periods of precipitation will reduce the extent to which these soils become wet or unstable.
- Slopes with exposed soils should be covered with plastic sheeting or similar means.
- Construction activities should be scheduled so that the length of time that soils are left exposed to moisture is reduced to the extent practicable.
- When on-site soils are wet of optimum, they are easily disturbed and will not provide adequate support for construction traffic nor for the proposed development. The use of granular haul roads and staging areas will be necessary to support heavy construction traffic. Generally, a 12- to 16-inch-thick mat of Imported Select Structural Fill should be sufficient for staging activities but is not expected to be adequate to support repeated heavy equipment or truck traffic. The thickness of the Imported Select Structural Fill for haul roads and areas with repeated heavy construction traffic should be increased to between 18 and 24 inches. The actual thickness of haul roads and staging

areas should be determined at the time of construction and based on the contractor's approach to site development, and the amount and type of construction traffic.

- The aggregate base thicknesses described in the "AC over Aggregate Base Section" of this report are intended to support post-construction design traffic loads. The design base rock thicknesses will likely not support repeated heavy construction traffic during site construction, or during pavement construction. A thicker rock section, as described above for haul roads, will likely be required to support construction traffic.

4.7. Dewatering

As discussed in the "Groundwater Conditions" section of this report, groundwater was encountered at a depth of between 4.5 and 12.5 feet bgs. Excavations that extend into saturated/wet soils, or excavations that extend into perched groundwater, should be dewatered. Sump pumps are expected to adequately address groundwater encountered in shallow excavations. In addition to groundwater seepage, surface water inflow to the excavations during the wet season can be problematic. Provisions for surface water control during earthwork and excavations should be included in the project plans and should be installed prior to commencing earthwork.

4.8. Permanent Slopes

Permanent cut and fill slopes, where incorporated into the grading plan, should not exceed 2H:1V (horizontal to vertical). The slopes should be planted with appropriate vegetation to provide protection against erosion as soon as possible after grading. Surface water runoff should be collected and directed away from slopes to prevent water from running down the face of the slope.

4.9. Temporary Excavations

Stability of temporary excavation slopes is a function of many factors, including soil type, soil density and consistency, slope inclination, slope height, the presence of groundwater, and duration of exposure. The likelihood of slope failure increases as the cut is deepened and as duration of exposure increases.

Temporary slope safety should remain the responsibility of the contractor, who is continually present at the site and is able to monitor performance of the excavation and modify construction practices and shoring methods to reflect varying conditions. All excavations should be made in accordance with applicable Occupational Safety and Health Administration (OSHA) and State regulations.

Regardless of inclination, temporary slopes should be protected from surface runoff of storm water. This can typically be accomplished using berms or swales located along the top of the slope, and by placing plastic tarpaulins over the slope.

4.10. Structural Fill and Backfill

Structural areas include areas beneath foundations, pavements, and/or any other areas intended to support structures or within the influence zone of structures. Fill intended for use in structural areas should meet the criteria for structural fill presented below. All structural fill soils should be free of debris, clay balls, roots, organic matter, frozen soil, man-made contaminants, particles with greatest dimension exceeding 4 inches (3-inch-maximum particle size in structure footprints) and other deleterious materials.

The suitability of soil for use as structural fill will depend on the gradation and moisture content of the soil. As the amount of fines in the soil matrix increases, the soil becomes increasingly more sensitive to small changes in moisture content and achieving the required degree of compaction becomes more difficult or impossible. Recommendations for suitable fill material are provided in the following sections.

In general, earthwork for fill material and compaction should meet the requirements outlined in the 2021 Oregon Standard Specifications for Construction (OSSC), section 00330 (Earthwork). CGS should review material submissions during construction.

4.10.1. Reuse of On-Site Soils

As described in the "Subsurface Conditions" section, on-site upper soil consists of silt with varying amounts of sand. It is likely that the on-site soil will not be suitable for use as structural fill when wet. If desired, an experienced geotechnical engineer from CGS can determine the suitability of on-site soil encountered during earthwork activities for reuse as structural fill.

4.10.2. Imported Select Structural Fill

Select imported granular material may be used as structural fill. The imported material should consist of pit or quarry run rock, crushed rock, or crushed gravel and sand that is fairly well-graded between coarse and fine sizes (approximately 25 to 65 percent passing the U.S. No. 4 sieve). It should have less than 5 percent passing the U.S. No. 200 sieve and have a minimum of 75 percent fractured particles according to AASHTO TP-61.

4.10.3. Trench Backfill

Backfill for pipe bedding and in the pipe zone should consist of well-graded granular material with a maximum particle size of ¾ inch and less than 5 percent passing the U.S. No. 200 sieve. The material should be free of organic matter and other deleterious materials. Further, the backfill should meet the pipe manufacturer's recommendations. Above the pipe zone backfill, Imported Select Structural Fill may be used as described above.

4.10.4. Fill Placement and Compaction

Fill and backfill material should be placed in uniform, horizontal lifts and compacted with appropriate equipment. The appropriate lift thickness will vary depending on the material and compaction equipment used. Fill material should be compacted in accordance with Table 2. It is the contractor's responsibility to select appropriate compaction equipment and place the material in lifts that are thin enough to meet these criteria. However, in no case should the loose lift thickness exceed 18 inches.

TABLE 2. COMPACTION CRITERIA

Fill Type	Compaction Requirements		
	Percent Maximum Dry Density Determined by ASTM Test Method D 1557 at ± 3% of Optimum Moisture		
	0 to 2 Feet Below Subgrade	> 2 Feet Below Subgrade	Pipe Zone
On site Fine-grained (non-expansive)	92	92	-----
Imported Granular, maximum particle size < 1¼ inch	95	95	-----
Imported Granular, maximum particle size 1¼ inch to 6 inches (3-inch-maximum under structures)	n/a (proof-roll)	n/a (proof-roll)	-----
Retaining Wall Backfill*	92	92	------
Nonstructural Zones	90	90	90
Trench Backfill	95	90	90

Note:

* Measures should be taken to prevent overcompaction of the backfill behind retaining walls. We recommend placing the zone of backfill located within 5 feet of the wall in lifts not exceeding about 6 inches in loose thickness and compacting this zone with hand-operated equipment such as a vibrating plate compactor or a jumping jack.

Structural fill should be compacted at moisture contents that are within 3 percent of the optimum moisture content as determined by ASTM International (ASTM) Test Method D 1557 (Modified Proctor). The optimum moisture content varies with gradation and should be evaluated during construction. Fill material that is not near the optimum moisture content should be moisture conditioned prior to compaction.

A representative from CGS should evaluate the compaction of every two vertical feet (or less) and 500 cubic yards of fill material placed. Compaction should be evaluated by compaction testing unless other methods are proposed for oversized materials and are approved by CGS during construction. These other methods typically involve procedural placement and compaction specifications together with verification requirements such as proof-rolling.

4.11. Pavement Section Materials

The contractor should provide a submittal for each geotechnical construction material prior to the start of construction of pavement sections. Each submittal should include test information necessary to evaluate how the material's properties comply with the properties that were recommended or specified for the project. The geotechnical engineer and other appropriate members of the design team should review each submittal.

4.11.1. Aggregate Base

Imported granular material used as aggregate base should be clean, crushed rock or crushed gravel and sand that are well graded. The aggregate base should meet the gradation defined in OSSC section 00640

(Aggregate Base and Shoulders), with the exception that the aggregate should have less than 5 percent by dry weight passing the U.S. Standard No. 200 sieve, a maximum particle size of 1½ inches and have a minimum of 75 percent fractured particles according to AASHTO TP-61. The base aggregate should be compacted based on the ODOT specification.

4.11.2. Asphalt Concrete Pavement

The AC should be Level 2, ½-inch, dense ACP according to OSSC section 00744 (Asphalt Concrete Pavement). The minimum lift thickness for ½-inch ACP is 2.0 inches and the maximum lift thickness should be 3.5 inches. Asphalt binder should be performance graded and conform to PG 64-22 or better.

4.11.3. Stabilization Aggregate

Stabilization aggregate should consist of quarry-run rock, crushed rock, or crushed gravel and sand and should meet the requirements as described in OSSC Section 00330.14 (Selected Granular Backfill) and OSSC 00330.15 (Selected Stone Backfill) with a maximum particle size of 6 inches, less than 5 percent by dry weight passing the U.S. Standard No. 4 sieve and have a minimum of 75 percent fractured particles according to AASHTO TP-61. The material should be free of organic matter and other deleterious material. Stabilization aggregate should be placed over a geotextile fabric in one lift and compacted to a firm condition.

4.11.4. Subgrade Geotextile

The subgrade geotextile should conform to OSSC section 00350 (Geosynthetic Installation). A minimum initial aggregate base lift of 6-inches is required over geotextiles.

5.0 LIGHT POLE AND FENCE FOUNDATION RECOMMENDATION

Selection of light poles and lighting design for the project had not been completed at the time this report was prepared. Pole foundations for lighting are typically 24- to 36-inch diameter drilled shaft type foundations to accommodate embedment of a precast base for the light structure. Shaft depth to support the lighting structure is determined based on reaction loads at the pole base and the vertical and lateral support provided by on-site soil conditions.

Our borings indicate that subsurface soils at the site consist of stiff to medium-stiff silt. Geotechnical parameters for shaft foundations are summarized in Table 3.

TABLE 3. GEOTECHNICAL PARAMETERS FOR POLE AND FENCE FOUNDATION DESIGN

Depth (feet bgs)	General Soil Type	Allowable End Bearing Pressure (psf)[1]	Allowable Lateral Soil Bearing Pressure[2] (psf/ft)	Allowable Skin Friction[3] (psf)
1 – 12.5	Silt (ML)	2,000	200	200
12.5-13.5	Gravel (GM)	3,500	250	500

Notes:

[1] Per foot of depth below adjacent grade. Assumes that adjacent grade is flat for a minimum of 10 times the shaft diameter away from edge of shaft in all directions.

[2] Per foot of depth below adjacent grade. Assumes that adjacent grade is flat for a minimum of 10 times the shaft diameter away from edge of shaft in all directions.

[3] Based on clean contact between concrete or grout and surrounding soil in a direction parallel to the direction of load.

The top 1.5 feet of soil should be neglected when applying skin friction or allowable lateral soil bearing pressure unless the adjacent area is covered with pavement or slab-on-grade.

Shaft foundation typically include design for a performance specification to limit lateral deflection at the pole base per manufacturer's requirements, or to resist uplift and may require an extended depth of embedment beyond depth required to support pole base loads.

6.0 AC SURFACE DESIGN RECOMMENDATIONS FOR SPORTS COURT

We understand that the proposed multi-sport court will likely be resurfaced using an acrylic surfacing placed on the existing asphalt concrete (AC) and aggregate base.

This project is limited to the resurfacing of the existing sports court. We have also provided general pavement recommendations if court reconstruction or expansion is needed. Our recommended new minimum pavement section includes 3.0 inches of AC surfacing over 8.0 inches of aggregate base for constructability and drainage purposes, and a 20-year design life.

6.1. AC over Aggregate Base Section

Our pavement structure recommendations are based on new AC over new aggregate base placed on firm medium-stiff to stiff subgrade prepared in accordance with "General Earthwork Recommendations" section of this report. These thicknesses are intended to be the minimum acceptable for construction completed during an extended period of dry weather. Depending on the time of construction, the silt subgrade will be easily disturbed by construction equipment. Soft subgrade areas and any areas disturbed by equipment traffic should be removed and replaced with stabilization aggregate or aggregate base.

In the event of wet weather construction, we recommend that the aggregate base thickness be increased by 6 inches. Pavement materials should follow the recommendations in the "Pavement Section Materials" portion of this report.

Recommended Sports Court (3.0 inches of AC over 8.0 inches of aggregate base)

3.0-inch-thick, Level 2, ½-inch, dense ACP wearing course (one lifts)
8.0-inch-thick aggregate base
Stabilization aggregate, if required
Subgrade geotextile

Alternatively, the sports court can be paved using the recommended sections prescribed in the "Pickleball Courts Construction and Maintenance Manual 2023. Recommendations in that manual are not intended to support vehicle traffic, nor is there an anticipated design life associated with the prescribed thicknesses or a description of the subgrade conditions and drainage of the underlying support. Recommended sections above include descriptions of those items.

Alternative Option for Sports Court (4.0 inches of AC over 8.0 inches of aggregate base)

1.5-inch-thick, Level 1, $^{3}/_{8}$-inch, dense ACP surface course (one lift)
2.5-inch-thick, Level 2, ½-inch, dense ACP wearing course (one lift)
8.0-inch-thick aggregate base
Stabilization aggregate, if required
Subgrade geotextile, if required

6.2. Drainage Considerations for Sport Court

Site drainage should include sport court drainage, surface runoff collection, and conveyance to a properly designed and permitted storm water drainage facility. Pavement surfaces and open space areas on the sport court exterior should be sloped away from the court to suitable discharge points.

7.0 DESIGN REVIEW AND CONSTRUCTION SERVICES

Recommendations provided in this report are based on the assumptions and preliminary design information stated herein. We welcome the opportunity to review and discuss construction plans and specifications for this project as they are being developed. In addition, CGS should be retained to review the geotechnical-related portions of the plans and specifications to evaluate whether they are in conformance with the recommendations provided in this report.

Satisfactory foundation and earthwork performance depends to a large degree on quality of construction. Sufficient monitoring of the contractor's activities is a key part of determining that the work is completed in accordance with the construction drawings and specifications. Subsurface conditions observed during construction should be compared with those encountered during the subsurface explorations. Recognition of changed conditions often requires experience; therefore, qualified personnel should visit the site with sufficient frequency to detect whether subsurface conditions change significantly from those anticipated.

We recommend that CGS be retained to observe construction at the site to confirm that subsurface conditions are consistent with the site explorations, and to confirm that the intent of project plans and specifications relating to earthwork, pavement and foundation construction are being met.

8.0 LIMITATIONS OF REPORT

We have prepared this report for the exclusive use of the Highland Park, AKS Engineering & Forestry LLC, the City of Salem and members of the design team, for this specific project only. The report should be provided in its entirety to prospective contractors for bidding and estimating purposes; however, the conclusions and interpretations presented should not be construed as a warranty of the subsurface conditions. Experience has shown that soil and groundwater conditions can vary significantly over small distances. Inconsistent conditions can occur between explorations that may not be detected by a geotechnical study. If, during future site operations, subsurface conditions are encountered which vary appreciably from those described herein, CGS should be notified for review of the recommendations of this report, and revision of such if necessary.

We recommend that CGS be retained to review the plans and specifications and verify that our recommendations have been interpreted and implemented as intended. Sufficient geotechnical monitoring, testing and consultation should be provided during construction to confirm that the

conditions encountered are consistent with those indicated by explorations. Recommendations for design changes will be provided should conditions revealed during construction differ from those anticipated. Should CGS not be retained for Design or Construction related services further into the development process, this report and its recommendations should be considered void, as we cannot take on responsibility for construction operations that were unobserved by our office.

Within the limitations of scope, schedule and budget, the analysis, conclusions, and recommendations presented in this report were prepared in accordance with generally accepted professional principles and practices in the fields of geotechnical engineering and engineering geology in this area at the time the report was prepared. No warranty, express or implied, is made. The scope of our work did not include environmental assessments or evaluations regarding the presence or absence of wetlands or hazardous or toxic substances in the soil, surface water, or groundwater at this site.

Within the limitations of scope, schedule, and budget, our services were executed in accordance with generally accepted practices in this area at the time this report was prepared. No warranty, express or implied, should be understood.

9.0 REFERENCES

American Association of State Highway and Transportation Officials (AASHTO). 1993. Guide for Design of Pavement Structures.

American Sports Builders Association and USA Pickleball, 2023 Pickleball Construction and Maintenance Manual

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10.0 SIGNATURES

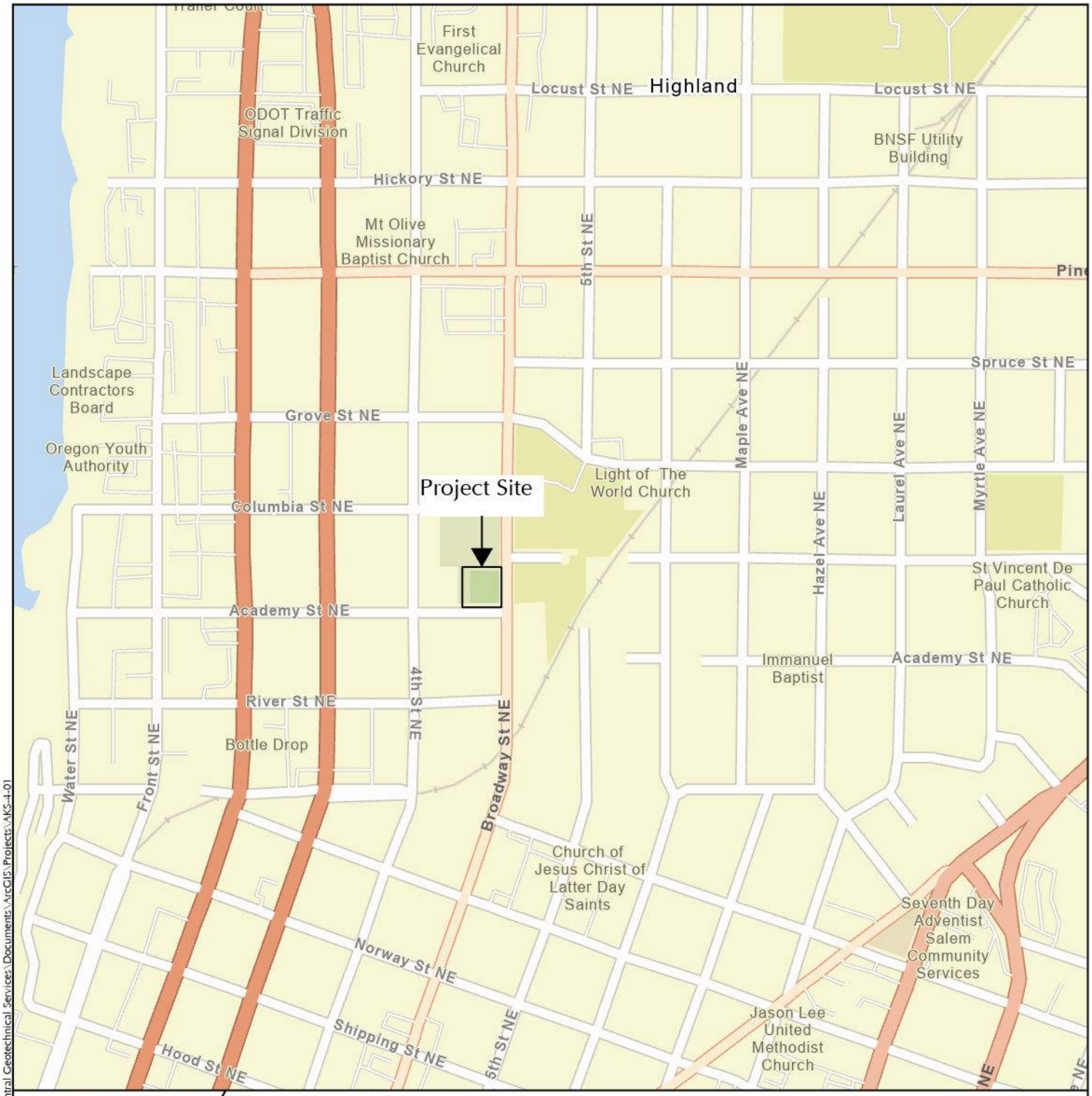
Thank you very much for the opportunity to work with you. If you feel obliged, we welcome referrals from our previous clients and would enjoy the opportunity to work with others in your professional and personal networks.

Central Geotechnical Services, LLC

REGISTERED PROFESSIONAL ENGINEER
60333
Digitally Signed by Julio Vela
04/12/24
OREGON
FEBRUARY 08, 2000
JULIO C VELA
EXPIRES: 06/30/24

Julio Vela, PhD, PE, GE
Principal Engineer

Kyle Warren
Project Manager



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Salem-4-01 Highland Park	
Project Vicinity	
CENTRAL Geotechnical Services, LLC	Figure-1

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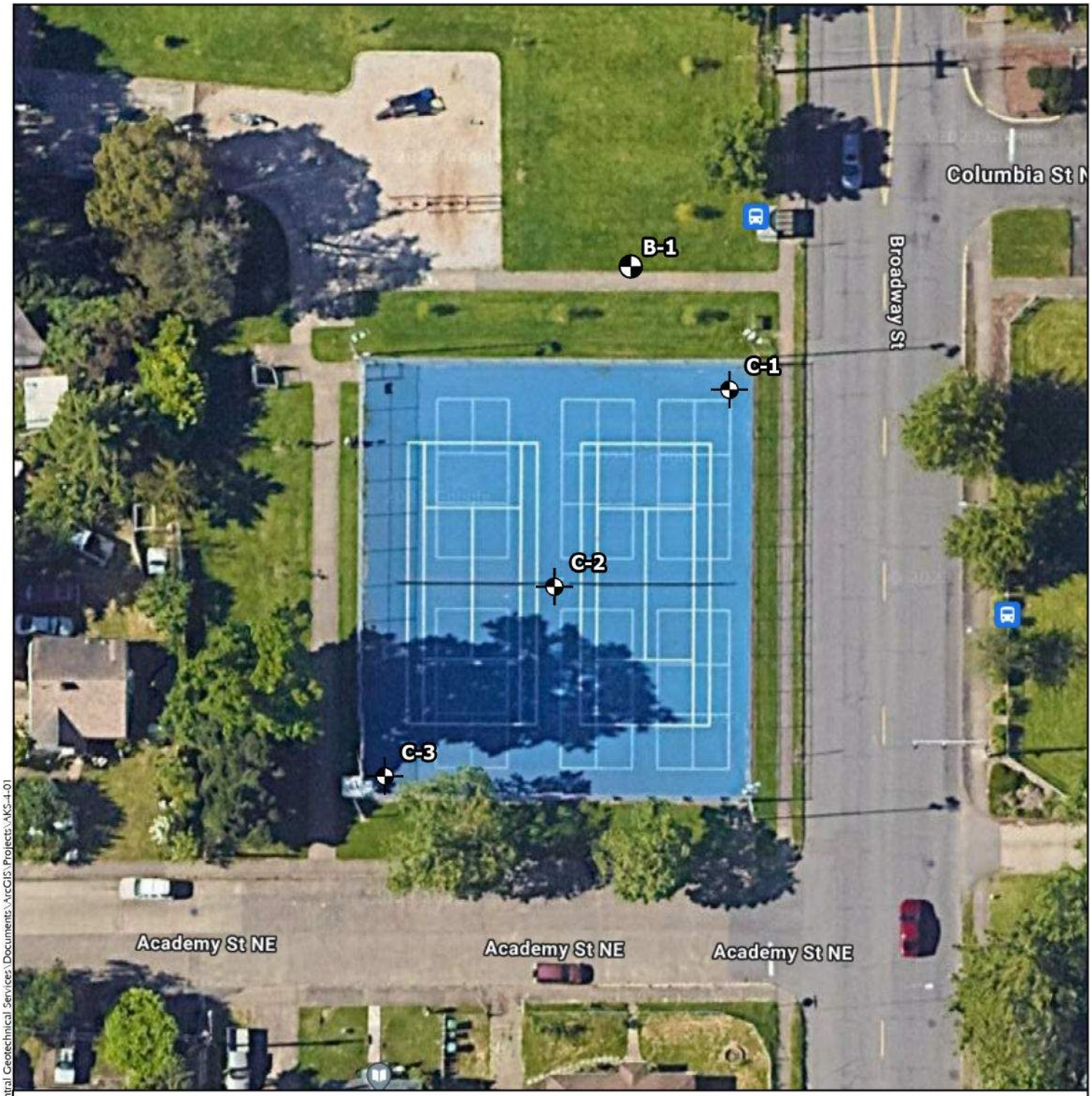

Legend

Exploration Designation and Approximated Location

- Boring
- Core with Hand Auger

N

0 70 140 Feet

Sources:Google

Salem-4-01 Highland Park	
Site Plan	
CENTRAL Geotechnical Services, LLC	Figure-2

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CENTRAL
GEOTECHNICAL SERVICES

APPENDIX A: Field Explorations and Laboratory Testing

APPENDIX A
FIELD EXPLORATIONS AND LABORATORY TESTING

Field Explorations

Soil and groundwater conditions at City of Salem Highland Park resurfacing project were explored on December 4, 2023, by completing three cores/hand auger explorations (C-1 through C-3) and one drilled boring (B-1). Explorations were extended to depths between 7.0 and 14.5 feet below the ground surface (bgs) at the approximate locations shown on Figure 2.

The cores and drilled borings were advanced using a trailer-mounted drill rig owned and operated by Dan J. Fischer Excavating of Forest Grove, Oregon. The drilling was continuously monitored by a staff engineer from our office who maintained detailed logs of subsurface exploration, visually classified the soil encountered and obtained representative soil samples from the borings. Samples were collected using a 1-inch, inside-diameter, standard split spoon sampler. Samplers were driven into the soil using a rope and cathead 140-pound hammer, free-falling 30 inches on each blow. The number of blows required to drive the sampler each of three, 6-inch increments of penetration were recorded in the field. The sum of the blow counts for the last two, 6-inch increments of penetration was reported on the boring logs as the ASTM International (ASTM) Standard Practices Test Method D 1556 standard penetration testing (SPT) N-value.

Field explorations were completed by qualified staff from our office who maintained detailed logs of subsurface explorations, visually classified the soil encountered and obtained representative soil samples from the borings. Representative soil samples were obtained from each exploration as noted in the exploration logs in Appendix A.

Recovered soil samples from exploratory borings were visually classified in the field in general accordance with ASTM D 2488 and the classification chart listed in Key to Exploration Logs, Figure A-1. Logs of the borings are presented in Figures A-2 through A-6. The logs are based on interpretation of the field and laboratory data and indicate the depth at which subsurface materials or their characteristics change, although these changes might actually be gradual.

Laboratory Testing

Soil samples obtained from the explorations were visually classified in the field and in our laboratory using the Unified Soil Classification System (USCS) and ASTM classification methods. ASTM Test Method D 2488 was used to visually classify the soil samples, while ASTM D 2487 was used to classify the soils based on laboratory tests results. A discussion of laboratory tests performed is provided below.

Moisture Content

Moisture content tests were completed in general accordance with ASTM D 2216 for representative samples obtained from the explorations. The results of these tests are presented on the exploration logs in Appendix A at the depths at which the samples were obtained.

CENTRAL
GEOTECHNICAL SERVICES, LLC

SOIL CLASSIFICATION

MAJOR DIVISIONS			SYMBOLS		TYPICAL DESCRIPTIONS
			LETTER	GRAPH	
COARSE GRAINED	GRAVEL	CLEAN GRAVELS	GW		WELL-GRADED GRAVELS AND GRAVEL/SAND MIXTURES, LITTLE OR NO FINES
			GP		POORLY-GRADED GRAVELS, GRAVEL/SAND MIXTURES, LITTLE OR NO FINES
		GRAVELS WITH FINES	GM		SILTY GRAVELS, GRAVEL/SAND/SILT MIXTURES
(MORE THAN 50% RETAINED BY NO. 200 SIEVE)			GC		CLAYEY GRAVELS, GRAVEL/SAND/CLAY MIXTURES
	SAND	CLEAN SANDS	SW		WELL-GRADED SAND AND GRAVELLY SANDS, LITTLE OR NO FINES
			SP		POORLY-GRADED SAND AND GRAVELLY SANDS, LITTLE OR NO FINES
		SANDS WITH FINES	SM		SILTY SANDS, SAND/SILT MIXTURES
			SC		CLAYEY SANDS, SAND/CLAY MIXTURES
FINE GRAINED	SILTS AND CLAYS	LIQUID LIMIT LESS THAN 50	ML		INORGANIC SILTS, SILT WITH SLIGHT PLASTICITY
			CL		INORGANIC CLAY, CLAY WITH LOW TO MEDIUM PLASTICITY
(MORE THAN 50% PASSING BY NO. 200 SIEVE)			OL		ORGANIC SILTS, ORGANIC SILTY CLAYS WITH LOW PLASTICITY
		LIQUID LIMIT MORE THAN 50	MH		INORGANIC SILTS, SILTS WITH CLAY
			CH		INORGANIC CLAYS OF HIGH PLASTICITY, FAT CLAYS
			OH		ORGANIC CLAYS OF MEDIUM TO HIGH PLASTICITY
HIGHLY ORGANIC SOILS			TS		TOPSOIL, PEAT, HUMUS, MULCH AND OTHER HIGH ORGANIC SOILS

GEOTECHNICAL TESTING EXPLANATIONS

ATT	Atterberg Limits
CBR	California Bearing Ratio
CON	Consolidation
DD	Dry Density
DS	Direct Shear
HYD	Hydrometer Gradation
LL	Liquid Limit
PL	Plastic Limit
PI	Plasticity Index
MC	Moisture Content
MD	Moisture-Density
NP	Non-Plastic
OC	Organic Content
P	Pushed Sample
PP	Pocket Penetrometer
Passing No.200	Percent Passing U.S. Std. No.200 Sieve
RES	Resilient Modulus
SIEV	Sieve Gradation
TOR	Torvane
UC	Unconfined Compressive Strength
VS	Vane Shear

CONTACT TYPES

Distinct contact between soil strata (approximate location)

Approximate contact between soil strata

ADDITIONAL MATERIALS

AC		ASPHALT CONCRETE
CC		CEMENT CONCRETE
CR		CRUSHED ROCK
SOD		SOD/FOREST DUFF
FILL		FILL

WATER LEVELS

	Water Level at Time of Drilling, or as labeled
	Water Level at End of Drilling, or as labeled
	Static Water Level, or as labeled

SOIL CHARACTERISTICS

GRADATION		CAVING	
WELL-GRADED	FULL RANGE OF GRAIN SIZES	NO	WALL STANDING VERTICAL
POORLY GRADED	LIMITED RANGE OF GRAIN SIZES	MINOR	ISOLATED SPALLING
UNIFORMLY GRADED	PREDOMINANTLY ONE GRAIN SIZE	MODERATE	COMMON SPALLING
GAP GRADED	GAPS WITHIN RANGE OF GRAIN SIZES	SEVERE	WILL NOT STAND VERTICAL

SYMBOL	SAMPLER DESCRIPTIONS	SYMBOL	SAMPLER DESCRIPTIONS
	Location of auger cuttings sample		Location of sample collected in general accordance with ASTM D1586 using Standard Penetration Test (SPT) with recovery (SS)
	Location of bulk or grab sample (GS)		Location of sample collected using the thin-wall Shelby tube or Geoprobe sample in general accordance with ASTM D1587 with recovery (SH)
	Location of rock coring interval (RC)		Location of sample collected in general accordance with ASTM D2573 using the field Vane Shear test in saturated fine-grained soils with recovery
	No Recovery		Location of sample collected using Dames & Moore sampler or pushed with recovery

Central Geotechnical Services
10240 SW Nimbus Ave, Suite L6
Portland, OR 97223
Telephone: (503) 616-9419

Project No:
Salem-4-01-01

BORING LOG B-1

Project: Highland Park
Location: 2025 Broadway Street NE, Salem, Oregon
Client: AKS Engineering and Forestry / City of Salem

Date Started: 12/4/23
Date Completed: 12/4/23

Approximate Ground Elevation: 153ft
Groundwater first observed: 12.50 ft / Elev 140.50 ft
Groundwater at end of drilling: ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY (in.)	MOISTURE (%)	BLOW COUNTS	LAB RESULTS/ REMARKS
0		Medium-stiff to stiff SILT (ML), trace sand, upper 9 inches has fine roots in growth position, brown, moist					
3			SPT 1	10	35	2-3-4	
6			SPT 2	12	30	3-6-6	
8			SPT 3	14		5-8-8	
10		Becomes very-stiff	SPT 4	12		12-12-17	
12.5		Very-dense GRAVEL (GM) with some silt, trace sand, gray, wet			▽		
13.5		Practical refusal encountered at 13.5 feet bgs Grownd water was observed at 12.5 feet bgs at termination	SPT 5	2		50/5"	

Operator: Dan J Fischer Excavating
Drilling Method: 4" Solid Stem Auger
Equipment: Trailer Mounted Drill Rig

Logged By: Troy Howard
Checked By: Kyle Warren

Approximate Location Coordinates:
Lat: Long:

Remarks: All elevations and locations are approximated from Google Earth Pro.

Central Geotechnical Services
10240 SW Nimbus Ave, Suite L6
Portland, OR 97223
Telephone: (503) 616-9419

Project No:
Salem-4-01-01

BORING LOG C-1

Project: Highland Park
Location: 2025 Broadway Street NE, Salem, Oregon
Client: AKS Engineering and Forestry / City of Salem

Date Started: 12/4/23
Date Completed: 12/4/23

Approximate Ground Elevation: 153ft
Groundwater first encountered: 6.00 ft / Elev 147.00 ft
Groundwater at end of drilling: ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	Elevation:	SAMPLE TYPE NUMBER	RECOVERY (in.)	MOISTURE (%)	LAB RESULTS/ REMARKS
0.0							
0.4		ASPHALTIC CONCRETE (4.5 Inches)	152.6	GS 1			
1.0		AGGREGATE BASE (7.5 Inches)	152.0				
		Medium-stiff SILT (ML), trace sand, brown, moist					
2.5				GS 2			
				GS 3			
5.0						▽	
		Moisture increases to wet below 6.0 feet bgs					
7.0			146.0	GS 4			

Boring terminated at 7.0 feet bgs
Groundwater was observed at 6.0 feet bgs

Operator: Dan J Fischer Excavating
Drilling Method: 4" Core
Equipment: 3-inch-diameter hand auger

Logged By: Troy Howard
Checked By: Kyle Warren

Approx. Location Coordinates:
Lat: Long:

Location: All elevations and locations are approximated from Google Earth Pro.

FIGURE A-

Central Geotechnical Services
10240 SW Nimbus Ave, Suite L6
Portland, OR 97223
Telephone: (503) 616-9419

Project No:
Salem-4-01-01

BORING LOG C-2

Project: Highland Park
Location: 2025 Broadway Street NE, Salem, Oregon
Client: AKS Engineering and Forestry / City of Salem

Date Started: 12/4/23
Date Completed: 12/4/23

Approximate Ground Elevation: 153ft
Groundwater first encountered: ---
Groundwater at end of drilling: ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	Elevation:	SAMPLE TYPE NUMBER	RECOVERY (in.)	MOISTURE (%)	LAB RESULTS/ REMARKS
0.0		0.4 ASPHALTIC CONCRETE (4.3 Inches)	152.7				
		1.0 AGGREGATE BASE (7.7 Inches)	152.0	GS 1			
		Medium-stiff SILT (ML), trace sand, brown, moist					
2.5				GS 2		36	
				GS 3		31	
5.0							
		7.0	146.0	GS 4			

Boring was terminated at 7.0 feet bgs
No groundwater was observed

Operator: Dan J Fischer Excavating
Drilling Method: 4" Core
Equipment: 3-inch-diameter hand auger

Logged By: Troy Howard
Checked By: Kyle Warren

Approx. Location Coordinates:
Lat: Long:

Location: All elevations and locations are approximated from Google Earth Pro.

FIGURE A-

Central Geotechnical Services
10240 SW Nimbus Ave, Suite L6
Portland, OR 97223
Telephone: (503) 616-9419

Project No:
Salem-4-01-01

BORING LOG C-3

Project: Highland Park
Location: 2025 Broadway Street NE, Salem, Oregon
Client: AKS Engineering and Forestry / City of Salem

Date Started: 12/4/23
Date Completed: 12/4/23

Approximate Ground Elevation: 152ft
Groundwater first encountered: 4.50 ft / Elev 147.50 ft
Groundwater at end of drilling: ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	Elevation:	SAMPLE TYPE NUMBER	RECOVERY (in.)	MOISTURE (%)	LAB RESULTS/ REMARKS
0.0		0.3 ASPHALTIC CONCRETE (4.0 Inches)	151.7	GS 1			
		1.0 AGGREGATE BASE (8.0 Inches)	151.0				
		SILT (ML), trace fine sand, brown, moist					
2.5				GS 2			
				GS 3		▽	
5.0		Moisture increase to wet below 4.5 feet bgs					
		7.0	145.0	GS 4			

Boring terminated at 7.0 feet bgs
Groundwater was observed at 4.5 feet bgs

Operator: Dan J Fischer Excavating
Drilling Method: 4" Core
Equipment: 3-inch-diameter hand auger

Logged By: Troy Howard
Checked By: Kyle Warren

Approx. Location Coordinates:
Lat: Long:

Location: All elevations and locations are approximated from Google Earth Pro.

FIGURE A-

Exhibit D: Pre-Application Meeting Summary

Pre-Application Report

Community Development Department

Planning Division

555 Liberty Street SE/Room 305
Phone: 503-588-6173
www.cityofsalem.net/planning

Case No. / AMANDA No.	N/A
Conference Date	December 7, 2023
Applicant	AKS Engineering for the City of Salem
Representative	Daisy Goebel goebeld@aks-eng.com
Case Manager	Jamie Donaldson, Planner III

Mandatory Pre-Application Conference: ☐ **Yes** ☒ **No**

Project Description & Property Information	
Project Description	Sports Courts Improvement Projects
Property Address	Various parks – see below
Assessor's Map and Tax Lot Number	Various tax lots – see below
Existing Use	Public parks
Neighborhood Association	Various – see page 7
Comprehensive Plan Map Designation	POS (Parks - Open Space - Outdoor Recreation)
Zoning	PA (Public Amusement)
Urban Service Area	Yes – all parks inside Urban Service Area
Urban Renewal Area	None
Past Land Use Actions	None found

Planning Division Comments

Proposal

In-person meeting to discuss proposed Sports Courts improvements at various City of Salem Parks:

Park Name	Address	Tax lot(s)
River Road Park	3045 River Rd N	073W10DD05100
Highland Park	2025 Broadway St NE	073W14CB12500 & 073W14CC14700
Hoover Park	1250 Savage Rd NE	073W24DA01100
Morningside Park	1330 Ewald Ave SE	083W02CC00100 & 200
Sumpter Park	590 Wormwood St SE	083W15BD11000, 10700, 10600, 10500, & 10400

Prior Land Use Actions for Property

There do not appear to be any previous Land Use Actions that would affect any of the listed parks.

Other Department/Agency Comments

Note: Any comments below only reflect notes provided to the Planner in our permitting system. Please reach out to the contacts listed below for specific department questions.

PGE: For questions, please contact Ken Spencer at Kenneth.Spencer@pgn.com.

Fire: For further questions, please contact Sean Mansfield at (503) 589-2130 or by email at SMansfield@cityofsalem.net.

Building and Safety: For further questions, please contact Al Rossi at (503) 540-2428 or by email at ARossi@cityofsalem.net.

Development Services: For further questions, please contact Laurel Christian at (503) 588-6211 ext. 7445 or by email at LChristian@cityofsalem.net.

Public Works: For specific questions regarding the improvement plans for each park, please contact the following Parks Planners or Engineers:

- Rob Romanek at (503) 588-6211 ext. 7385 or by email at rromanek@cityofsalem.net;
- Raymond Joseph at (503) 540-2313 or by email at RJoseph@cityofsalem.net; or
- Aaron Kimsey at (503) 588-6211 ext. 7392 or by email at AKimsey@cityofsalem.net.

Required Land Use Applications

The land use applications checked in the table below have been preliminarily identified as being required for development of the subject property based upon the information provided by the applicant at the time of the pre-application conference. Additional land use applications may be required depending on the specific proposal at the time of future development.

Required Land Use Applications					
Zoning		**Site Plan Review**			
☐	Conditional Use (SRC 240.005)	☐	Class 1 Site Plan Review (SRC 220.005)		
☐	Comprehensive Plan Change (SRC 64.020)	☒	Class 2 Site Plan Review (SRC 220.005)		
☐	Zone Change (SRC 265.000)	☐	Class 3 Site Plan Review (SRC 220.005)		
☐	Temporary use Permit – Class 1 (SRC 701.010)	**Design Review**			
☐	Temporary Use Permit – Class 2 (SRC 701.010)	☐	Class 1 Design Review (SRC 225.005)		
☐	Non-Conforming Use Extension, Alteration, Expansion, or Substitution (SRC 270.000)	☐	Class 2 Design Review (SRC 225.005)		
☐	Manufactured Dwelling Park Permit (SRC 235.010)	☐	Class 3 Design Review (SRC 225.005)		
Land Divisions		**Historic Design Review (SRC 230.020)**			
☐	Property Line Adjustment (SRC 205.055)	☐	Major Commercial	☐	Minor Commercial
☐	Property Boundary Verification (SRC 205.065)	☐	Major Public	☐	Minor Public
☐	Replat (SRC 205.025)	☐	Major Residential	☐	Minor Residential
☐	Partition (SRC 205.005)	**Wireless Communication Facilities**			
☐	Subdivision (SRC 205.010)	☐	Class 1 Permit (SRC 703.020)		

☐	Phased Subdivision (SRC 205.015)	☐	Class 2 Permit (SRC 703.020)
☐	Planned Unit Development Tentative Plan (SRC 210.025)	☐	Class 3 Permit (SRC 703.020)
☐	Manufactured Dwelling Park Subdivision (SRC 205.020)	☐	Temporary (SRC 703.100)
☐	Validation of Unit of Land (SRC 205.060)	☐	Adjustment (SRC 703.090)
Relief		**Other**	
☐	Adjustment – Class 1 (SRC 250.005)	☐	Annexation – Without Comprehensive Plan Change and/or Zone Change (SRC 260.010)
☒	Adjustment – Class 2 (SRC 250.005)	☐	Annexation – With Comprehensive Plan Change and/or Zone Change (SRC 260.010)
☐	Variance (SRC 245.005)	☐	Sign Adjustment (SRC 900.035)
Natural Resources		☐	Sign Conditional Use (SRC 900.045)
☐	Tree Conservation Plan (SRC 808.035)	☐	Sign Variance (SRC 900.040)
☐	Tree Conservation Plan Adjustment (SRC 808.040)	☐	SWMU Zone Development Phasing Plan (SRC 531.015)
☐	Tree Removal Permit (SRC 808.030)	☐	Urban Growth Preliminary Declaration (SRC 200.020)
☐	Tree Variance (SRC 808.045)	☐	Historic Clearance Review- High Probability Archaeological Zone (SRC 230.020)
☐	Willamette Greenway Permit – Class 1 (SRC 600.015)	☐	Class 2 Driveway Approach Permit (SRC 804.025)
☐	Willamette Greenway Permit – Class 2 (SRC 600.015)	☐	

Staff Comments

Some of the applications checked in this list are to anticipate various development scenarios which may or may not occur. Additional details are as follows:

Class 2 Site Plan Review – starts at $2,104* (based on valuation of project)
The purpose of site plan review is to provide a unified, consistent and efficient means to conduct site plan review for development activity that requires a building permit, to ensure that such development meets all applicable standards of the UDC, including, but not limited to, standards related to access, pedestrian connectivity, setbacks, parking areas, external refuse storage areas, open areas, landscaping, and transportation and utility infrastructure.

As discussed during the meeting, Morningside, Sumpter, and potentially Hoover Parks would require a site plan review for paving of unpaved areas.

Note: While paving of an unpaved area requires site plan review, it has been determined that the voluntary provisions of pedestrian paths throughout the park do not need to meet the standards for required paths; therefore, an adjustment to the lighting requirement would not be necessary.

Adjustment(s) – starts at $961* or $1,920* (varies by Class and number of adjustments requested)
If a request to deviate from a required development standard is included, then a Class 1 or Class 2 Adjustment would be required.

As discussed in the meeting, Highland Park would require an adjustment to the fence height proposed within ten feet of the property line abutting a street.

Archaeological Review: In addition to the land use applications identified above, some properties appear to be **within** the Historic and Cultural Resources Protection Zone, and archeological review for the project may be required. In order to determine what archeological requirements, if any, may be applicable to development of the property it is strongly recommended you contact the City's Historic Preservation Officer, Kimberli Fitzgerald, at 503-540-2397 or KFitzgerald@cityofsalem.net for more information.

Note: A Validation of a Unit of Land is not required for any of the proposed maintenance and improvements to existing Sports Courts over property lines.

*Fees reflect the most recent fee schedule effective July 1, 2023, and are subject to a $5.00 automation surcharge for processing.

Online Application Submittal Packets

The City has electronic application submittal guides for the applications identified above. The webpages include a summary of the review procedure, submittal requirements, and approval criteria. The submittal guides can be found on the City's Land Use Applications page.

- **Site Plan Review:** https://www.cityofsalem.net/business/land-use-zoning/development-application-help/build-on-your-property
- **Zoning Adjustment:** https://www.cityofsalem.net/business/land-use-zoning/development-application-help/seek-an-adjustment-to-land-use-standards

Land Use Application Fees

The applicable land use application fees for these applications can be found in the City's Fee Schedule. Land use application fees and descriptions start on **page 21** of the document.

Consolidated Land Use Application Procedures

When multiple land use applications are required or proposed for a development, the City's land use procedures ordinance (SRC Chapter 300) provides alternatives methods for how such applications may be processed.

The applications may be processed individually in sequence, concurrently, or consolidated into a single application. Where multiple applications proposed to be consolidated include an application subject to review by the Historic Landmarks Commission, the application subject to Historic Landmarks Commission review may be processed individually in sequence or concurrently.

Multiple land use applications consolidated into a single application shall be accompanied by the information and supporting documentation required for each individual land use action. Review of the application shall be according to the highest numbered procedure type and the highest Review Authority required for any of the land use applications proposed to be consolidated.

Multiple applications processed concurrently require the filing of separate applications for each land use action. Each application shall be reviewed separately according to the applicable procedure type and Review Authority and processed simultaneously.

Zoning

The zoning of the subject property has been identified in the table below. For specific requirements of the applicable zone(s), click on the zone(s) in the table.

Base Zones			
☐	EFU – Exclusive Farm Use (SRC 500.000)	☐	MU-II – Mixed Use II (SRC 534.000)
☐	RA – Residential Agriculture (SRC 510.000)	☐	MU-III – Mixed Use III (SRC 535.000)
☐	RS – Single Family Residential (SRC 511.000)	☐	MU-R – Mixed Use Riverfront (RSC 536.000)

☐	RD – Duplex Residential (SRC 512.000)	☐	ESMU – Edgewater/Second Street Mixed-Use Corridor (SRC 537.000)
☐	RM-1 – Multiple Family Residential (SRC 513.000)	☒	PA – Public Amusement (SRC 540.000)
☐	RM-2 – Multiple Family Residential (SRC 514.000)	☐	PC – Public and Private Cemeteries (SRC 541.000)
☐	RM-3 – Multiple Family Residential (SRC 515.000)	☐	PE – Public and Private Education (SRC 542.000)
☐	CO – Commercial Office (SRC 521.000)	☐	PH – Public and Private Health Services (SRC 543.000)
☐	CR – Retail Commercial (SRC 522.000)	☐	PS – Public Service (SRC 544.000)
☐	CG – General Commercial (SRC 523.000)	☐	PM – Capitol Mall (SRC 545.000)
☐	CB – Central Business District (SRC 524.000)	☐	EC – Employment Center (SRC 550.000)
☐	WSCB – West Salem Central Business District (SRC 525.000)	☐	IC – Industrial Commercial (SRC 551.000)
☐	FMU – Fairview Mixed-Use (SRC 530.000)	☐	IBC – Industrial Business Campus (SRC 552.000)
☐	SWMU – South Waterfront Mixed-Use (SRC 531.000)	☐	IP – Industrial Park (SRC 553.000)
☐	MU-I – Mixed Use I (SRC 533.000)	☐	IG – General Industrial (SRC 554.000)
Overlay Zones			
☐	Willamette Greenway (SRC 600.000)	☐	Chemawa-I-5 Northeast Quadrant Gateway (SRC 618.000)
☐	Floodplain (SRC 601.000)	☐	Superior-Rural (SRC 621.000)
☐	Airport (SRC 602.000)	☐	Saginaw Street (SRC 625.000)
☐	Portland Fairgrounds Road (SRC 603.000)	☐	McNary Field (SRC 629.000)
Staff Comments			
PA – Public Amusement (SRC 544) The current underlying zone of the subject properties.			

Development Standards

The proposed development will be primarily subject to the provisions of the chapters identified in the table below. For specific requirements, click on chapters in the table.

Development Standards			
☐	Special Use Provisions (SRC 700.000)	☐	Off-Street Parking, Loading and Driveways (SRC 806.000)
☒	General Development Standards (SRC 800.000)	☐	Landscaping and Screening (SRC 807.000)
☐	Public Improvements (SRC 802.000)	☐	Preservation of Trees and Vegetation (SRC 808.000)
☐	Streets and Right-Of-Way Improvements (SRC 803.000)	☐	Wetlands (SRC 809.000)
☐	Driveway Approaches (SRC 804.000)	☐	Landslide Hazards (SRC 810.000)
☒	Vision Clearance (SRC 805.000)	☐	
Staff Comments			

Development Standards (SRC 525.010)
- There are no buildings or vehicle use areas proposed that would trigger setbacks abutting streets or adjacent properties.

General Development Standards (SRC 800.000)
- Fences (SRC 800.050): In nonresidential zones, fences abutting a street shall not exceed a maximum height of eight feet when located within ten feet of a property line abutting a street; and, any portion of the fence or wall above 30 inches in height shall be less than 25 percent opaque when viewed at any angle at a point 25 feet away from the fence or wall.
- Pedestrian Access (SRC 800.065): Voluntary pedestrian connections in park areas are not subject to the design, materials, and lighting standards of required pedestrian connections under this section.

Natural Resources

Trees: Trees on City-owned property are subject to review under SRC Chapter 86, and requests for removal are processed through the Development Services/Public Works department.

Neighborhood Association Contact and Open House

Applicants are required to contact the applicable neighborhood association for certain types of land use applications prior to application submittal. For a limited number of application types, an open house or presentation at a neighborhood association meeting is required. This allows the neighborhood association to be involved early in the process and helps to identify any potential issues that might arise.

The table below indicates if the proposed development must meet either the neighborhood association contact requirement or open house/neighborhood association meeting requirement prior to application submittal.

Pre-Submittal Requirement			
☐	Neighborhood Association Contact (SRC 300.310)	☐	Open House (SRC 300.320)
Staff Comments			
A Class 2 Site Plan Review or Class 2 Adjustment application does not require that the applicant contact the applicable neighborhood association(s) prior to application submittal. Refer to SRC 300.310 for requirements for contacting the neighborhood association(s).			

Neighborhood Association Contact

When a land use application requires neighborhood association contact, the applicant must contact the City-recognized neighborhood association(s) whose boundaries include, and are adjacent to, the subject property via e-mail or letter.

The e-mail or letter must be sent to **both** the Neighborhood Association Chair(s) and Land Use Chair(s) of the applicable neighborhood association and contain the following information:

1) The name, telephone number, and e-mail address of the applicant;
2) The address of the subject property;
3) A summary of the proposal;
4) A conceptual site plan, if applicable, that includes the proposed development; and
5) The date on which the e-mail or letter is being sent.

Note: Land use applications requiring neighborhood association contact will not be accepted unless they are accompanied by a copy of the e-mail or letter that was sent to the neighborhood association and a list of the e-mail or postal addresses to which the e-mail or letter was sent.

Open House

When a land use application requires an open house, the applicant must arrange and attend one open house to share the development proposal with the neighborhood and surrounding property owners and residents prior to application submittal.

The open house must be within the boundaries of the City-recognized neighborhood association in which the subject property is located or within two miles of the subject property. The applicant must provide written notice of the open house to the applicable neighborhood association(s) and the Planning Administrator and must post notice of the open house on the subject property. **Note: Applicants can choose to present their proposals at a neighborhood association meeting in-lieu of arranging and attending an open house.**

Neighborhood Association Information

For your convenience, neighborhood association(s) contact information is included below. Please note that the identified neighborhood association chair(s), and their corresponding contact information, is current as of the date of the pre-application conference, but this information is subject to change if the chair(s) or their contact information has changed subsequent to the date of the pre-application conference.

Up-to-date contact information for neighborhood representatives may also be obtained by visiting the Neighborhood Association page on the City's website or by contacting the City's Neighborhood Program Coordinator at 503-540-2303.

Park Name	Neighborhood Association Links
River Road Park	Highland Neighborhood Association
Highland Park	Highland Neighborhood Association
Hoover Park	North East Salem Community Association (NESCA)
Morningside Park	Morningside Neighborhood Association
Sumpter Park	South Gateway Neighborhood Association

Salem Revised Code Available Online

The entire Salem Revised Code can be accessed online through the City's website at: https://www.cityofsalem.net/government/laws-rules/salem-revised-code

Exhibit E: Neighborhood Association Contact

From: Rob Romanek
To: highland@salemneighbors.org; leigaynair@gmail.com
Cc: Irma Coleman; Tyler Roth; Zach Pelz
Subject: Highland Park Tennis and Pickleball Court Reconstruction
Date: Monday, September 9, 2024 9:18:59 AM
Attachments: 5218-19 20240409 Highland Park.pdf

Hi Leigha,

I hope you remember I attended a Highland Neighborhood Association meeting on February 8 to discuss the improvements to the River Road Park Tennis and Pickleball Courts, which are now under construction. I would love the opportunity to return to the Association to discuss a similar project at Highland Park, scheduled to begin construction next year, also funded by the 2022 Safety and Livability Bond. Since this project is located at Highland Park (2025 Broadway St NE), I want to ensure the Association is fully informed ahead of a land use process for the project and has ample opportunity to provide input.

The proposed project involves reconstructing and slightly shifting the sport court facilities to the west, along with the following elements:

- A new tennis and pickleball striping plan, including two dedicated pickleball courts.
- Sidewalk and pedestrian ramp improvements.
- Replacement of the drinking water fountain.
- New site furnishings, including benches and waste receptacles.
- New fencing around and within the court facilities.
- Lighting upgrades.
- New acrylic surfacing.
- Installation of new planting beds.

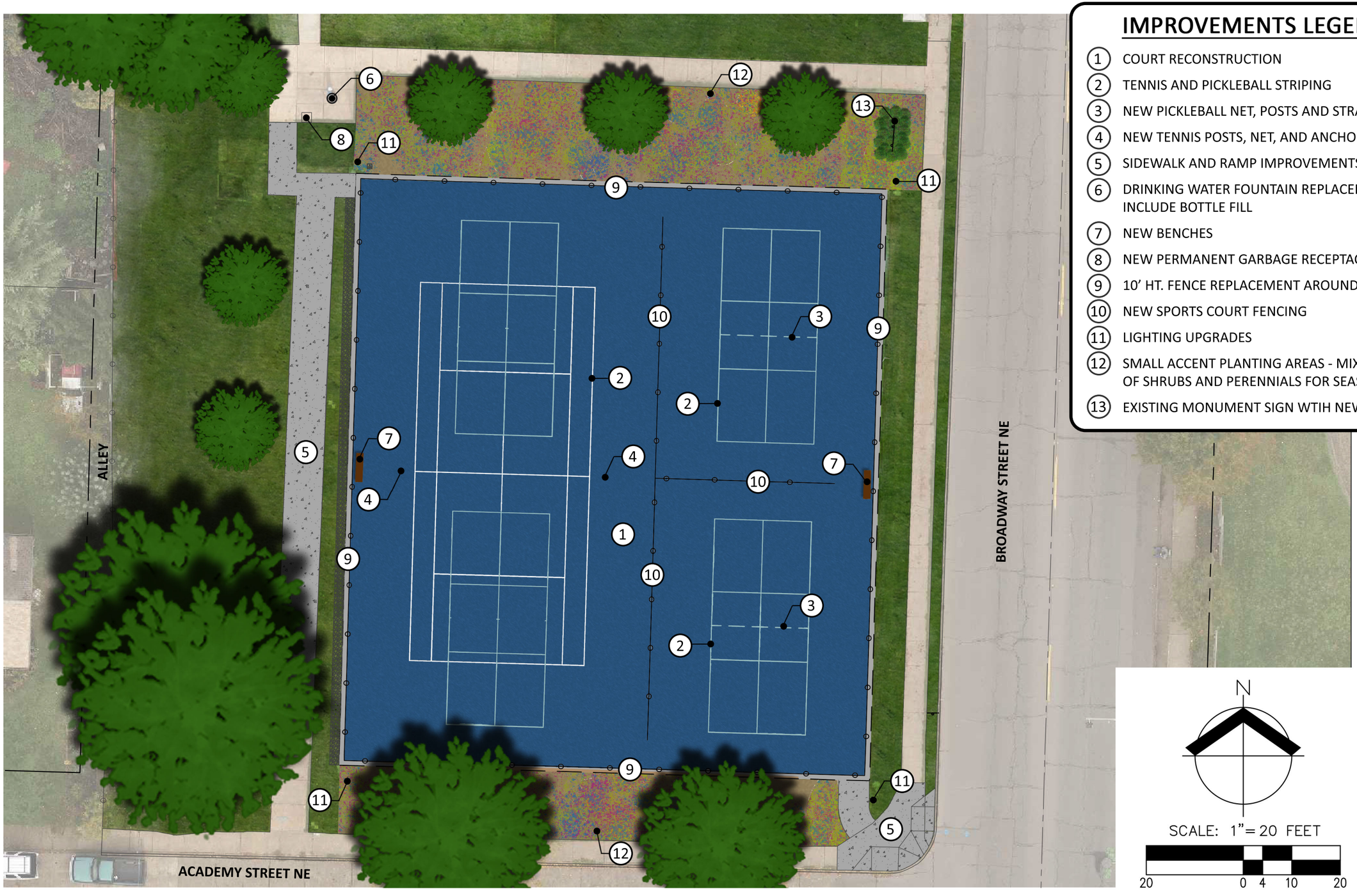
Would there be room for me on your October 10th agenda (which, coincidentally, is also National Walk to a Park Day)? If so, I will bring copies of the attached site plan to review with you and the other meeting participants.

Please note that AKS Engineering & Forestry, LLC is preparing a land use application on behalf of the City for these improvements. The application involves a consolidated Class 3 Site Plan Review and Class 2 Adjustment. You will receive official notice from the City requesting comments on the application when it is deemed complete by the City Planning Division.

Thank you, and please feel free to reach out with any questions or clarifications.

Rob Romanek
Parks Planning Manager
City of Salem | Community Services Department
Office: 1457 23rd Street SE, Salem OR 97302
Mail: PO Box 14300, Salem OR 97302

rromanek@cityofsalem.net | 503-588-6336
Facebook | Twitter |YouTube| CityofSalem.net



IMPROVEMENTS LEGEND

1. COURT RECONSTRUCTION
2. TENNIS AND PICKLEBALL STRIPING
3. NEW PICKLEBALL NET, POSTS AND STRAPS
4. NEW TENNIS POSTS, NET, AND ANCHOR STRAPS
5. SIDEWALK AND RAMP IMPROVEMENTS
6. DRINKING WATER FOUNTAIN REPLACEMENT TO INCLUDE BOTTLE FILL
7. NEW BENCHES
8. NEW PERMANENT GARBAGE RECEPTACLES
9. 10’ HT. FENCE REPLACEMENT AROUND COURT
10. NEW SPORTS COURT FENCING
11. LIGHTING UPGRADES
12. SMALL ACCENT PLANTING AREAS - MIXED GROUPINGS OF SHRUBS AND PERENNIALS FOR SEASONAL COLOR
13. EXISTING MONUMENT SIGN WTIH NEW PLANTING BED

N

SCALE: 1”= 20 FEET

20 0 4 10 20

APRIL 2024

AKS

HIGHLAND SPORTS COURT

CITY OF Salem AT YOUR SERVICE

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SALEM, OREGON