



555 Liberty Street SE / Room 305 • Salem OR 97301-3503 • Phone 503-588-6213 • Fax 503-588-6025
www.cityofsalem.net/planning • www.cityofsalem.net

October 23, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	383, 453 & 503 Farm Credit Drive
Reference Number:	24-113646
Application Type:	Class 3 Site Plan Review, Class 2 Adjustment, Class 2 Driveway Approach Permit, Property Line Adjustment , Replat
Date Application Accepted:	June 26, 2024
Applicant:	Salem Land Group, LLC kishan@wealthhg.com
Agent:	BRAND Land Use britany@brandlanduse.com

Staff Contact

Land Use Planner:	Olivia Dias, Current Planning Manager odias@cityofsalem.net / 503-540-2343
Infrastructure Planner:	Laurel Christian, Infrastructure Planner II lchristian@cityofsalem.net / 503-584-4632

Land Use Review Comments

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

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

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

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

You have 180 days (December 23, 2024) from the date the application was first submitted (June 26, 2024) to respond in one of the three ways listed above, or the application will be deemed void.

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

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

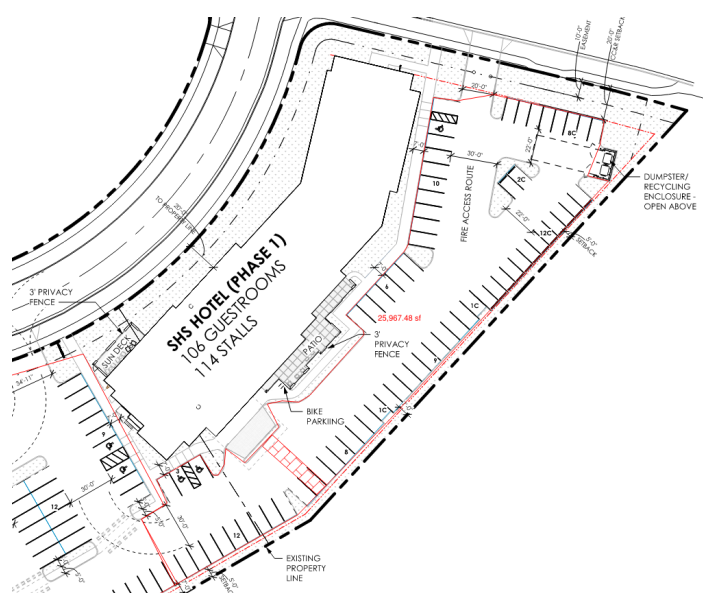
Completeness Review Items

Submittal Requirements – The following items have been identified as required material to be provided by the application(s) prior to deeming the application “complete”:

Submittal Requirement	Description	Applicant Response <i>ie. Written Response, Submitted, Not Providing</i>
Property Owner Signature	<p>Property Owner Signature required. There has been no documentation if Hiren Patel can sign on behalf of Salem Land Group LLC.</p> <p>Based on the deed submitted (2024-01176), Joginder P. Budhraj holds interest in the property and a signature is required.</p> <p>The property owners should be signing an application created by the Portal or have then entire application (listing the application types submitted). Submittal of a signature page does not provide context to what the Property owners are signing.</p>	<p>These are correct operating agreements are uploaded.</p> <p>The signature page shows the application number indicating our client knows what they are signing.</p> <p>Resolved.</p>
LLC Members	<p>The applicant submitted the Secretary of State listing Suresh Patel as the only member of the LLC.</p> <p>Please provide a statement that there are no other LLC members of Salem Land Group, LLC.</p>	<p>Operating agreement is now provided.</p> <p>Resolved.</p>
Replat	<p>The applicant was not provided guidance from Staff regarding the types of applications needed to reconfigure the property. After discussion with the Planning Administrator, the fees are set by City Council for the current Fiscal Year, which is when the request was submitted.</p> <p>Balance on Folder is Due</p>	<p>Balance is paid.</p> <p>Resolved.</p>
Floodplain Boundaries	<p>A portion of the site is located within the AE floodplain boundary. The applicant's site plan shall include the floodplain boundary per SRC 220.005(e)(1)(B)(iv).</p> <p>The applicant has provided a response that the floodplain is mapped in this area. If a LOMR has been approved for the property, please provide that documentation or show the current regulated floodplain boundaries on the site plan. Structures will be regulated and required to be elevated based on the current floodplain mapping unless the applicant provides an approved LOMR for the property.</p>	<p>This is addressed on Sheet C2.7.</p> <p>The engineer couldn't have been more clear on this issue.</p> <p>Resolved.</p>

Advisory Comments

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

Item	Description	Applicant Response <i>ie. Written Response, Submitted, Not Providing</i>
Chapter 601 – Floodplain Development		
Construction Methods	<p>A portion of the property is within the AE floodplain. The applicant shall show the floodplain boundary on the site plan. If new structures are within the floodplain boundary, the new structure will need to be constructed with a finished floor 1-foot above the base flood elevation. This should be indicated on the applicant's plans to ensure conformance with SRC Chapter 601.</p> <p>Not addressed. See comments above and will be a condition of approval.</p>	Yes, we know.
Chapter 800 – General Development		
SRC 800.055(a) – Solid Waste	Site Plan indicates several Solid Waste Service Areas. Please provide details to meet the Code Standard.	Applicant requested condition of approval.
SRC 800.065(a)(3) – Pedestrian Connection Through Off-Street Parking Areas.	<p>Two parking areas are greater than 25,000 square feet, requiring pedestrian connections through the parking area. The parking area on the northern property meets the standard but the parking area near the southern hotel does not meet the standards.</p> <p>No new Pedestrian connection is provided in parking area on the southern portion of the property. A Condition of approval may be applied to the decision. If the parking area is substantially altered a Modification to the decision may be required. I provided a snip below to show how it can be met.</p> 	<p>A sidewalk to nowhere is not helpful to any pedestrians. Adjustment requested.</p> <p>Resolved.</p>

SRC 800.065(c)	Lighting plan has not been provided.	Applicant requested condition of approval.
Chapter 806 – Parking		
SRC 806.035(c)(1)(B) - Perimeter Setback	Setbacks and perimeter landscaping is required on either side of the new property line. If the second Adjustment is requested, the fee and findings are required.	Handled, there are already findings included.
SRC 806.035(g)-(m)	Wheel stops are required where spaces abut pedestrian walkways less than seven-feet wide. Compact parking spaces shall be clearly marked indicating the spaces are reserved for compact parking only. Lighting plan has not been provided.	Applicant requested condition of approval. Condition is only requested to paint the compact spaces. Other items are already met by the proposal.
SRC 806.035(d) – Interior Landscaping	Interior landscaping is shown at 5% in summary table. A single parking area is shown at 79,553 square feet in size requiring 8% interior landscaping. Not Addressed: Landscaping plans do not take into consideration the entire proposal, nor show the 8% required interior landscaping. The applicant has proposed two buildings with parking connected, the interior is based on the entirety of the proposal. In addition, SRC 806.035(d)(3) is not met. A Condition of approval will be placed on the decision, if the parking area is substantially altered a Modification to the decision may be required.	Provided landscape plans already. Resolved.
SRC 806.035(n) – Climate Mitigation	There is no information addressing SRC 806.035(n). Please provide exhibit and narrative to address. The applicant has requested a Condition of Approval, which can only be to pay 100% and/or provide solar offset. Any other option will require a Modification to the Site Plan Review Decision since there is no evidence of meeting the standard.	Applicant will pay the fee. Resolved.
SRC 806.060 - Bicycle Parking	Bicycle parking details were not provided.	Applicant requested condition of approval.
SRC 806.075 – Loading	Each building is required to have two off-street loading spaces. The dimension of each space will be 12-feet by 30-feet by 12-feet. Please provide spaces shown on site plan and if covered the height of the building. Applicant indicates no vehicles or load rating exceeding 8,000 pounds will be on site. Condition of Approval will be provided.	Standard is met. Resolved.

Chapter 809 – Wetlands		
Wetlands and/or Hydric Soils	The applicant is advised that the DSL Letter of Concurrent for the subject property will expire on October 29, 2024. This should be addressed at time of Building Permit Application for the portion of the development site impacting jurisdictional wetlands.	We know.
Chapter 807 – Landscaping and Screening & Chapter 808 – Preservation of Trees and Vegetation		
Landscaping Plans	Landscaping Plans were not provided. The applicant has requested a Condition of Approval. Please note that the 8% interior landscaping as noted above could reconfigure the parking area and may require a Modification to the Site Plan Review Decision since there is no evidence of meeting the standard.	Applicant requested condition of approval.
Adjustments to Development Standards		
Written Statement (ADJ)	<p>The Class 2 Adjustment requests do not provide enough evidence as to how the intent of the standard is being equally or better met by the proposed development.</p> <p>Please revise the written statement for the adjustment requests to include how each adjustment equally or better meets the intent of the requested standard, as outline in SRC 250.005(d)(2).</p> <p>The applicant did not address the equally or better meets the intent criteria. The written statement provides a conclusionary statement that the standard is not applicable, since it is a ‘campus’.</p> <p>One way to do that is to provide the plant units being reduced in the area elsewhere on the site.</p> <p>Staff does not agree the criteria has been addressed adequately to support an approval.</p>	<p>One of the approval criteria for an adjustment is that the adjustment is clearly inapplicable. Because the vehicle use setback is to protect abutting uses from impacts, this standard is clearly inapplicable to the property line in the middle of our own development site. The approval criteria are addressed.</p> <p>Resolved.</p>

\\CommDev\CDGroup\CD\PLANNING\Olivia\2024\Site Plan Review\Farm Credit - Hotels\Incomplete 24-113646-PLN.2.docx

Planning/Permit Application Center

City Hall

555 Liberty St. SE, Room 320

Salem OR 97301-3513

503-588-6213 planning@cityofsalem.net

If you need the following translated in Spanish, please call 503-588-6256.

Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

Project Description

A site plan review, adjustment, driveway approach permits, and property line adjustments for two new hotels.

Class 2 Adjustment **x 2**

Class 2 Driveway Approach Permit

Class 3 Site Plan Review

~~Property Line Adjustment~~ Replat

Work site location and information

Street address of or location of subject property	383 FARM CREDIT DR SE SALEM OR 97301
Size of property (acres)	10.18
Tax Lot Number	073W36A002200
Neighborhood Association	Southeast Salem Neighborhood Association (SESNA)
Street address of or location of subject property	453 FARM CREDIT DR SE SALEM OR 97301
Size of property (acres)	10.18
Tax Lot Number	073W36A002100
Neighborhood Association	Southeast Salem Neighborhood Association (SESNA)
Street address of or location of subject property	503 FARM CREDIT DR SE SALEM OR 97301
Size of property (acres)	10.18
Tax Lot Number	073W36A002000
Neighborhood Association	Southeast Salem Neighborhood Association (SESNA)

People information

Applicant	BRAND LAND USE	1720 LIBERTY ST SE SALEM OR 97302	503-680-0949 britany@brandlanduse.com
Owner	Wealth Hospitality Group	kishan@wealthhg.com	
Contact	Steve Ward / Westech Engin	sward@westech-eng.com	

Project information

Total Project Valuation	\$ 24,000,000.00
Site Area (Acreage)	30.54
Comprehensive Plan	IC
Zoning	IC
Number of Class 2 Adjustments	1
Number of Driveway Approaches	3
Number of Property Line Adjustments	2
Type of Plan Check	Commercial/Industrial
MS4 Reporting	Yes
Neighborhood Association Contact	Informational Letter
Salem-Keizer Transit Contact	Informational Letter
Homeowners Association	N/A

Land Use fees

Description	Amount
Site Plan Review	\$25,084.00
Lot Line Adjustment	\$2,518.00
Automation Surcharge	\$5.00
Driveway Approach - Class 2	\$1,992.00
Zoning Adjustment - Class 2	\$1,920.00
Total Fees	\$31,519.00

Terms and Conditions

Correct information: I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

Copyright release for government entities: I hereby grant permission to the City of Salem to copy, in whole or part, drawings and all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities.

Indemnity: I, the permit applicant, shall indemnify, defend and hold harmless the City of Salem, its officers, employees and agents from any and all claims arising out of or in connection with work done under this permit.

Authorizations

- Property owners and contract purchasers are required to authorize the filing of this application and must sign below. This signed form must be uploaded with other review documents.
- If the applicant and/or property owner is a Limited Liability Company (LLC), please also provide a list of all members of the LLC with your application.
- All signatures represent that they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
- I (we) hereby grant consent to the City of Salem and its officers, agents, employees, and/or independent contractors to enter the property identified above to conduct any and all inspections that are considered appropriate by the City to process this application.

This application was electronically submitted to the City of Salem Permit Application Center by **BRAND LAND USE** (PersonID: 356998) on **June 24, 2024 at 5:01 PM**.

I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property:

--

I (we) certify that I (we) have read, understood, and confirm all the statements listed above and throughout the application form.

Authorized Signature: _____

Printed Name: _____ **Date:** _____

Address (include ZIP): _____

Authorized Signature: _____

Printed Name: _____ **Date:** _____

Address (include ZIP): _____

Authorized Signature: _____

Printed Name: _____ **Date:** _____

Address (include ZIP): _____

(For office use only)		
Received by:	Date:	Receipt Number: