



NOTICE of FILING

LAND USE REQUEST AFFECTING THIS AREA

There is a development proposal for the property listed in this notice and shown on the attached map. The City is seeking input from neighbors on the proposal. If you have questions or comments about the proposal, contact the case manager.

Esta carta es un aviso sobre una propuesta de desarrollo para la propiedad enumerada y que se muestra en el mapa adjunto. La ciudad está buscando la opinión de los vecinos sobre la propuesta. Si tiene preguntas o comentarios sobre la propuesta, póngase en contacto con nosotros al 503-588-6213.

CASE NUMBER:	Class 2 Adjustment Case No. ADJ25-03
PROPERTY LOCATION:	390 High St NE, Salem OR 97301
NOTICE MAILING DATE:	January 31, 2025
PROPOSAL SUMMARY:	Installation of an additional wall sign for a complex.
COMMENT PERIOD:	All written comments must be submitted to City Staff no later than <u>5:00 p.m. Friday, February 14, 2025</u>. Please direct any questions and/or comments to the Case Manager listed below, or submit comments online at https://egov.cityofsalem.net/PlanningComments. Comments received after the close of the comment period will not be considered. Note: Comments submitted are <u>public record</u>. This includes any personal information provided in your comment such as name, email, physical address and phone number.
CASE MANAGER:	Peter Domine, Planner II , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: (503) 540-2311; E-mail: pdomine@cityofsalem.net
NEIGHBORHOOD ASSOCIATION:	<i>Neighborhood associations are volunteer organizations of neighbors coming together to make neighborhoods the best they can be. They receive notice of land use applications within their boundaries, and they often submit comments on the applications to the City. Neighborhood association meetings are open to everyone. Contact your neighborhood association to get involved:</i> Central Area Neighborhood Development Organization (CAN-DO), Bryant Baird, Land Use Chair; Phone: 971-388-0654; Email: mbbaird@hotmail.com .
ACCESS:	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
CRITERIA TO BE CONSIDERED:	Salem Revised Code (SRC) Chapter(s) 250.005(d)(2) – Class 2 Adjustment Salem Revised Code (SRC) is available to view at this link: http://bit.ly/salemorcode . Type in the chapter number(s) listed above to view the applicable criteria.

PROPERTY OWNER(S):	Chemeketa Land Company LLC (Jerome Cohen)
APPLICANT(S):	Gonzalo Cervantes, Pronto Signs
PROPOSAL REQUEST:	A Class 2 Adjustment for the installation of an additional wall sign on a building within a complex where the allowed signage is one per tenant. The subject property is 0.63 acres in size, zoned CB (Central Business District) and located at 390 High Street NE (Marion County Assessors Map and Tax Lot Number 073W22DD / 6100).
APPLICATION PROCESS:	Following the close of the Public Comment Period, a decision will be issued and mailed to the applicant, property owner, affected neighborhood association, anyone who submitted written comments, and anyone who received notice of the land use request. Failure to raise an issue in writing prior to the close of the Public Comment Period with sufficient specificity to provide the opportunity to respond to the issue, precludes appeal to the Land Use Board of Appeals (LUBA) on this issue. A similar failure to raise constitutional issues relating to proposed conditions of approval precludes an action for damages in circuit court.
MORE INFORMATION:	All documents and evidence submitted by the applicant are available on the City's online Permit Application Center at https://permits.cityofsalem.net . You can use the search function without registering and enter the permit number listed here: 24 125053. Paper copies can be obtained for a reasonable cost.

***PLEASE PROMPTLY FORWARD A COPY OF THIS NOTICE TO ANY OTHER OWNER, TENANT OR LESSEE
For more information about Planning in Salem:***

<http://www.cityofsalem.net/planning>

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity and source of income, as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, and related statutes and regulations, in all programs and activities. Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available upon request. To request such an accommodation or interpretation, contact the Community Development Department at 503-588-6173 at least three business days before this meeting or event.

TTD/TTY telephone 503-588-6439 is also available 24/7

REQUEST FOR COMMENTS

Si necesita ayuda para comprender esta información, por favor llame 503-588-6173

REGARDING: Class 2 Adjustment Case No. ADJ25-03

PROJECT ADDRESS: 390 High St NE, Salem OR 97301

AMANDA Application No.: 24-125053-PLN

COMMENT PERIOD ENDS: Friday, February 14, 2025 at 5:00 p.m.

SUMMARY: Installation of an additional wall sign for a complex.

REQUEST: A Class 2 Adjustment for the installation of an additional wall sign on a building within a complex where the allowed signage is one per tenant. The subject property is 0.63 acres in size, zoned CB (Central Business District) and located at 390 High Street NE (Marion County Assessors Map and Tax Lot Number 073W22DD / 6100).

The Planning Division is interested in hearing from you about the attached proposal. Staff will prepare a Decision that includes consideration of comments received during this comment period. We are interested in receiving pertinent, factual information such as neighborhood association recommendations and comments of affected property owners or residents. The complete case file, including all materials submitted by the applicant and any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports, are available upon request.

Comments received by 5:00 p.m. Friday, February 14, 2025, will be considered in the decision process. Comments received after this date will be not considered. *Comments submitted are public record. This includes any personal information provided in your comment such as name, email, physical address and phone number. Mailed comments can take up to 7 calendar days to arrive at our office. To ensure that your comments are received by the deadline, we recommend that you e-mail your comments to the Case Manager listed below, or submit comments online at <https://egov.cityofsalem.net/PlanningComments>*

CASE MANAGER: Peter Domine, Planner II, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: (503) 540-2311; E-Mail: pdomine@cityofsalem.net.

For information about Planning in Salem, please visit: <http://www.cityofsalem.net/planning>

PLEASE CHECK THE FOLLOWING THAT APPLY:

- ☐ 1. I have reviewed the proposal and have no objections to it.
- ☐ 2. I have reviewed the proposal and have the following comments: _____

Name/Agency: _____

Address: _____

Phone: _____

Email: _____

Date: _____

IMPORTANT: IF YOU MAIL COMMENTS, PLEASE FOLD AND RETURN THIS POSTAGE-PAID FORM

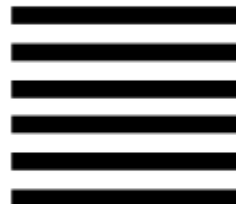


POSTAGE WILL BE PAID BY ADDRESSEE

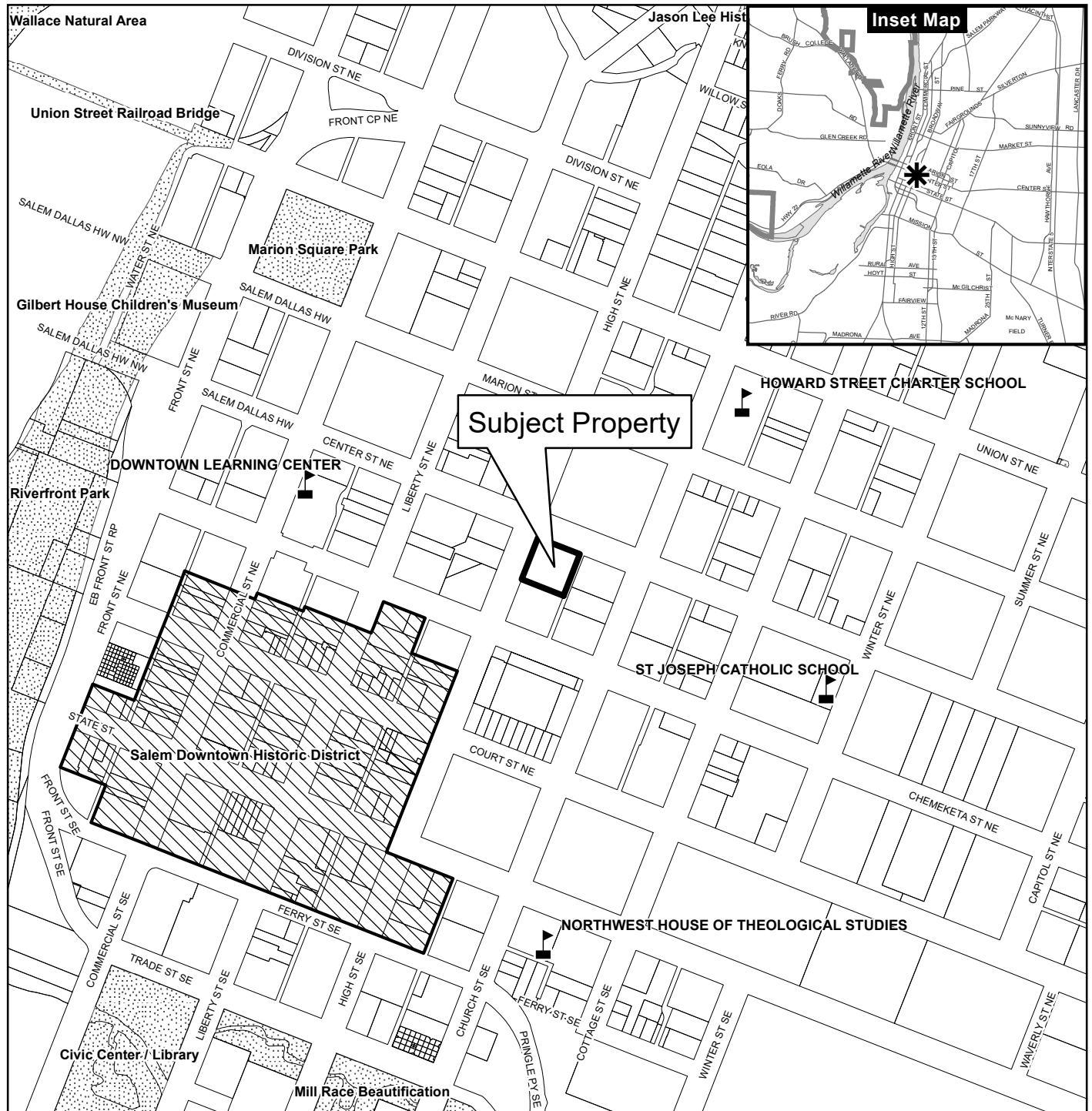
PLANNING DIVISION
CITY OF SALEM RM 305
555 LIBERTY ST SE
SALEM OR 97301-9907



NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES



Vicinity Map 390 High Street NE



Legend

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

0 100 200 400 Feet



CITY OF Salem
AT YOUR SERVICE
Community Planning and Development

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SITE PLAN



Customer Signature _____

Date _____

CUSTOMER APPROVAL

SIGNAGE SPECIFICATIONS

EXT-001
KCCSR-2-1NG 8 1/2" IN-LINE FORMAT - CHANNEL LETTERS ON A RACEWAY
Remove and Replace (1) Channel Letters on a Raceway

EXT-009
LEAVE AS IS

COAST SIGN

1500 W. Embossy St. Anaheim, CA 92802 714.520.9144

Date:	10-12-2023	Project Name:	BANK OF AMERICA	Site ID:	092-107-FC
Scale:	NTS	Address:	390 High St NE		
Drawn:	Nateli L.	City / State / Zip:	Salem, OR 97301		
PM:	Mervin V.	Notes:			

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No.	Designer	Date	Revision Notes	No.	Designer	Date	Revision Notes
1	JV	11/09/23	From EX-201 \$100.00 to EX-210	2			
2	Timothy A.	11-28-23	Update ETL to per website	3			
3	Timothy A.	07-31-24	Update ETL to per website	4			
4	Nateli L.	07-31-24	Update ETL to per website	5			
5				6			
6				7			
7				8			
8				9			
9				10			
10				11			
11				12			

DESIGN DRAWING 1 of 3

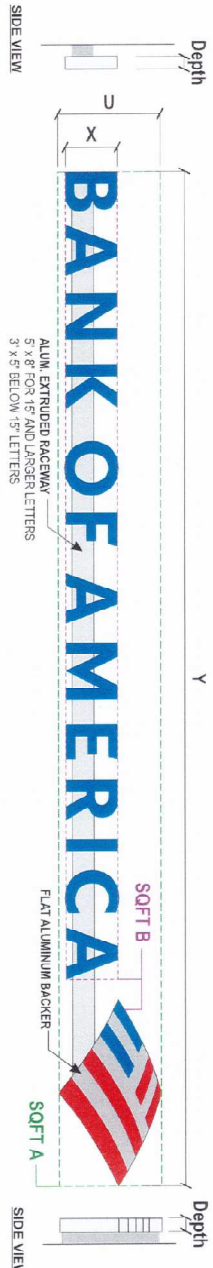
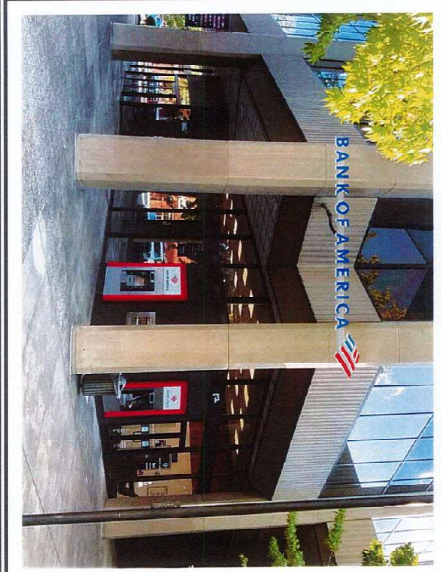
Request Number:

PRJ-BOA3-183469-R4

EXISTING PHOTO - EXT-001



PHOTO ENHANCEMENT - EXT-001



EXT-001 FRONT VIEW:KCCS-R2,1NG 9 1/2" INLINE FORMAT - CHANNEL LETTERS ON A RACEWAY Scale: NTS

Sign Type	Description	X	Y	Depth	SQ FT A	SQ FT B
KCCS-8ng	33" Cap Ht	5'-4 7/8"	54'-1 3/8"	5"	292.81	145.38
KCCS-7ng	29" Cap Ht	4'-9 1/8"	47'-6 5/8"	5"	226.13	112.65
KCCS-6ng	24 3/4" Cap Ht	4'-0 3/4"	40'-7"	5"	164.70	82.06
KCCS-5ng	20 3/4" Cap Ht	3'-4 7/8"	34'-0 1/4"	5"	115.77	57.68
KCCS-4ng	16 1/2" Cap Ht	2'-8 1/2"	27'-0 5/8"	5"	73.20	36.46
KCCS-3ng	12" Cap Ht	1'-11 5/8"	19'-8 1/8"	3"	56.53	28.15
KCCS-2ng	10 1/2" Cap Ht	1'-8 5/8"	17'-2 5/8"	3"	38.71	19.28
KCCS-1ng	9 1/2" Cap Ht	1'-6 3/4"	15'-6 7/8"	3"	29.64	14.76
					24.26	12.08

GENERAL SPECIFICATIONS:

LETTERS:
FACES:.....1/2" 2406 LD ACRYLIC W/ ROUTED EDGES INSTALL W/ SCREENS TO RETURN, 1ST SURFACE APPLIED 3600-8530 VINYL W/ 3600M OVERLAM
RETURNS:......040" X 3.5" BRITE BRUSHED CLEAR ALUM COIL, INTERIOR PAINTED W/ LIGHT ENHANCEMENT PAINT
BACKS:......096" ALUM, INTERIOR PAINTED W/ LIGHT ENHANCEMENT PAINT
ILLUMINATION:.....SLOAN WHITE LED'S
LOGO:
FACES:.....1 1/2" 2406 LD ACRYLIC W/ ROUTED EDGES INSTALL W/ SCREENS TO RETURN, 1ST SURFACE APPLIED 3600-8530 & 3632-2413 VINYL W/ 3600M OVERLAM
RETURNS:......040" X 3.5" BRITE BRUSHED CLEAR ALUM COIL, INTERIOR PAINTED W/ LIGHT ENHANCEMENT PAINT
BACKS:......096" ALUM, INTERIOR PAINTED W/ LIGHT ENHANCEMENT PAINT
ILLUMINATION:.....SLOAN WHITE LED'S
RACEWAY:
ALUM. EXTRUDED RACEWAY

COLOR SPECIFICATIONS:

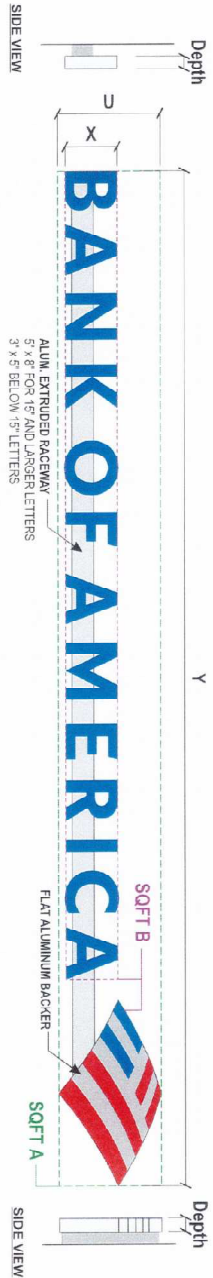
- 3M VINYL: #3630-4530 TRANS
- WOVERLAM 3M 3660M
- 3M VINYL: #3630-2413 RED W/ OVERLAM
- BRITE BRUSHED CLEAR

COAST SIGN 1500 W. Embassy St. Anaheim, CA 92802 714.520.9144		Date: 0-12-2023	Project Name: BANK OF AMERICA	Site ID: CR2-107-FC		
Scale: NTS	Address: 390 High St NE	Drawn: David L.	City/State: Salem, OR 97301	Notes:		
PM: Martin V.						
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No.	Designer	Date	Revision Notes	No.	Designer	Date
1	JV	11/10/23	Update to 3/2024	1	JV	11/10/23
2	James A.	11/22/23	Update to 3/2024	2	James A.	11/22/23
3	James A.	11/22/23	Update to 3/2024	3	James A.	11/22/23
4	James A.	11/22/23	Update to 3/2024	4	James A.	11/22/23
5	James A.	11/22/23	Update to 3/2024	5	James A.	11/22/23
6	James A.	11/22/23	Update to 3/2024	6	James A.	11/22/23
Customer Signature _____ Date _____						
DESIGN DRAWING 2 of 3						
Request Number: PRJ-BOA3-183469-R4						

PHOTO ENHANCEMENT - EXT-009



NOTE: SIGN ALREADY PERMITTED AND INSTALLED
PERMIT 24-108911-SI



EXT-009

FRONT VIEW: KCCS-R-2.1NG 9 1/2" INLINE FORMAT - CHANNEL LETTERS ON A RACEWAY
Scale: NTS

Sign Type	Description	X	Y	Depth	SQ. FT. A	SQ. FT. B
KCCS-8ng	33" Cap Ht	5'-4 7/8"	54'-1 3/8"	5"	292.81	145.38
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KCCS-5ng	20 3/4" Cap Ht	3'-4 7/8"	34'-0 1/4"	5"	115.77	57.68
KCCS-4ng	16 1/2" Cap Ht	2'-8 1/2"	27'-0 5/8"	5"	73.20	36.46
KCCS-4.1ng	14 1/2" Cap Ht	2'-4 1/2"	23'-9 3/8"	5"	56.53	28.15
KCCS-3ng	12" Cap Ht	1'-11 5/8"	19'-8 1/8"	3"	38.71	19.28
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KCCS-2.1ng	9 1/2" Cap Ht	1'-6 3/4"	15'-6 7/8"	3"	24.26	12.08



COAST SIGN

1500 W. Embury St. Anaheim, CA 92802 714.520.9144

Date:	0-12-2023	Project Name:	BANK OF AMERICA	Site ID:	CR2-07-FIC
Scale:	NTS	Address:	390 High Street		
Drawn:	Narel L.	City / State / Zip:	Salem, OR 97301		
PM:	Kevin V.	Notes:			

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No.	Designer	Date	Revision Notes	No.	Designer	Date	Revision Notes
1	JV	11/02/23	Issue A	7			
2	Travis A.	11/28/23	Issue B	8			
3	Travis A.	01-31-24	Issue B	9			
4	Narel L.	01-31-24	Issue B	10			
5				11			
6				12			

DESIGN DRAWING 3 of 3

Request Number:

PRJ-BOA3-183469-R4