

March 5, 2025

Jacob Brown
Planner II
City of Salem
503.540.2347
jrbrown@cityofsalem.net



RE: 1875 Fisher Rd NE Plan Review
Permit No. 25-102028-00-PLN

Dear Jacob,

We received your Plan Review comments dated February 21, 2025. Please find this letter and attachments in response to your plan review comments.

Completeness Review Items:

1. The application form must be signed by the applicant(s), property owner(s), and/or duly authorized representative(s). If the applicant and/or property owner is a Limited Liability Company (LLC), a list of all members of the LLC must be provided with your land use application.

Marion County Assessor records indicate ownership belonging to Mid-Willamette Valley Community Action Agency Inc. Please provide Articles of Organization for both property owner and applicant.

Answer: Neither the applicant nor the property owner is a Limited Liability Company, therefore providing Articles of Organization is not needed.

2. Please submit a copy of the recorded deed/land sales contract for the existing units of land.

Answer: A copy of the Recorded Deed is attached at the end of this letter.

3. A Trip Generation Estimate form (TGE) is required as part of the submittal packet pursuant to SRC 220.005 (e)(1)(G).

Answer: A completed Trip Generation Estimate form is attached at the end of this letter.

Advisory Comments

1. Per SRC 522.010(d), the Retail Commercial (CR) zone requires a minimum of 15 percent of the development site to be landscaped to a Type A standard. The provided plans do not clearly show the locations of all existing landscaped areas.

Please update the plans to show all landscaped areas and demonstrate that the site meets a minimum 15 percent standard.

Answer: Refer to attached revised sheet A1.1.

2. Per SRC 806.035(c)(2)(4), vehicle use areas are required to be a setback from all structures by a minimum five-foot landscape or paved walkway. The proposed kitchen expansion abuts a vehicle use area along its southern wall. Please revise plans to show a minimum five-foot separation with either a walkway or landscape area.

Answer: Refer to attached revised sheet A1.1.

Jacob Brown
1875 Fisher Rd NE Plan Review
Permit No. 25-102028-00-PLN
March 5, 2025
Page 2

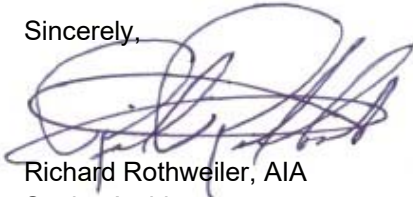
3. When development exceeds 200 square feet of floor area, a pedestrian connection shall be provided between the primary building entrance of each building on the development site and each adjacent street. The proposal does not address the required connection to Fisher Road NE. The proposed connection shall meet the design and materials requirement of SRC 800.065.

Please note that there is a City improvement Project (CIP 1529) along Fisher Road NE which will be constructing sidewalks along the property frontage.

Answer: Refer to attached revised sheet A1.1.

If you should have any questions on these items, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Richard Rothweiler', is written over a circular stamp. The signature is fluid and cursive.

Richard Rothweiler, AIA
Senior Architect
Partner



REEL 4694 PAGE 349
MARION COUNTY
BILL BURGESS, COUNTY CLERK
03-15-2023 04:50 pm.
Control Number 733608 \$ 91.00
Instrument 2023 00006764

After recording return to:

Mid-Willamette Valley Community Action Agency
2475 Center St NE
Salem, OR 97301

Until a change is requested all tax statements shall be sent to the following address:

Mid -Willamette Valley Community Action Agency
(MWVCAA)
2475 Center St NE
Salem, OR 97301
File No. 553407AM

STATUTORY WARRANTY DEED

JPK Investment, L.L.C. an Oregon limited liability company who acquired title as JPK Investment, L.L.C.,
Grantor(s), hereby convey and warrant to

Mid -Willamette Valley Community Action Agency (MWVCAA),

Grantee(s), the following described real property in the County of Marion and State of Oregon free of encumbrances except as specifically set forth herein:

Beginning at the Northwest corner of that tract of land conveyed to JPK Investment, LLC by deed recorded in Reel 1951, Page 166, Records for Marion County, Oregon, said point described as being South 89°45' West 1483.88 feet and South 00°12' West 525.78 feet from the Southeast corner of the Towner Savage Donation Land Claim No. 37 in Section 19, Township 7 South, Range 3 West of the Willamette Meridian in Marion County, Oregon; thence South 00°10'00" West along the West line of said tract, a distance of 311.16 feet to an iron rod; thence North 89°43'18" East, 128.94 feet to an iron rod which lies 34.00 feet Westerly, measured at right angles from the centerline of Fisher Road N.E. (County Road 719) thence North 00°12'00" East parallel with the centerline of said Fisher Road, a distance of 311.20 feet to the Northeast corner of the aforesaid tract of land described in Reel 1951, Page 166; thence South 89°42'24" West along the North line of said tract, a distance of 129.12 feet to the point of beginning.

ALSO: Beginning at a point on the north line that tract of land conveyed to KSD Properties, LLC by deed recorded in Reel 2796, Page 484, Records for Marion County, Oregon, said point being North 89°43'18" East 2.50 feet from an iron rod marking the northwest corner of said KSD tract of land in Section 19, Township 7 South, Range 2 West of the Willamette Meridian in Marion County, Oregon; thence North 89°43'18" East along the north line of said KSD tract, a distance of 20.00 feet; thence South 00°16'42" East at right angles to said north line, a distance of 4.00 feet; thence South 89°43'18" West parallel with said north line, a distance of 20.00 feet; thence North 00°16'42" West 4.00 feet to the point of beginning.

FOR INFORMATION PURPOSES ONLY, THE MAP/TAX ACCT #(S) ARE REFERENCED HERE:

072W19BB06102

The consideration paid for the transfer is PURSUANT TO AN IRC 1031 TAX DEFERRED EXCHANGE ON BEHALF OF GRANTOR/GRANTEE.


The above-described property is free of encumbrances except all those items of record, if any, as of the date of this deed and those shown below, if any:

553407 AM

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Dated this 15 day of March, 2023

JPK Investment, LLC



Parvin Kumar, Member



Jagruti Kumar, Member

State of Oregon} ss
County of Marion}

On this 15 day of March, 2023, before me, Judi Rowe a Notary Public in and for said state, personally appeared Parvin Kumar and Jagruti Kumar known or identified to me to be the Managing Member in the Limited Liability Company known as JPK Investment, LLC who executed the foregoing instrument, and acknowledged to me that they executed the same in said LLC name.

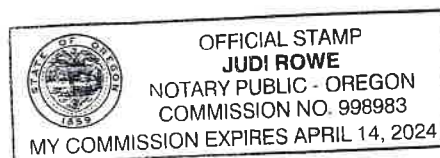
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



Notary Public for the State of Oregon

Residing at: Ameri Title

Commission Expires: 4-14-24



REEL: 4694

PAGE: 349

March 15, 2023, 04:50 pm.

CONTROL #: 733608

State of Oregon
County of Marion

I hereby certify that the attached
instrument was received and duly
recorded by me in Marion County
records:

FEE: \$ 91.00

BILL BURGESS
COUNTY CLERK

THIS IS NOT AN INVOICE.



CITY OF Salem
AT YOUR SERVICE

Traffic Engineering Section
Public Works Department
555 Liberty Street SE, Room 325 Telephone: 503-588-6211
Salem, Oregon 97301-3513 TTY: 503-588-6292

Trip Generation Estimate

Street _____

Bin # _____ TGE # _____

Date Received _____

Section 1 (To be completed by applicant.)

Applicant Name: Richard Rothweiler Telephone: 503-581-4114

Applicant Mailing Address: 1100 Liberty St SE, STE 200, Salem, OR 97302

Location of New Development: 1875 Fisher Rd NE

(Please provide street address. If unknown, provide approximate address and geographical description/nearest cross streets.)

Description and Size of New Development: New 265 sq.ft. kitchen addition and fire service for the building

(e.g., 150 single-family homes, 20,000 sq. ft. office addition, 12-pump gas station, 50-student day care, additional parking, etc.)

Description and Size of Existing/Past Development, if any (note whether to remain or be removed): _____

Planning Action Involved, if any: Class 2 Site Plan Review Building Permit Involved:
(e.g., zone change, subdivision, partition, conditional use, PUD, mobile home park, etc.) Yes ☒ No ☐

Section 2 (To be completed by City staff.)

Proposed Use	Existing Use
Development Quantity: _____	Development Quantity: _____
ITE Land Use Code: _____	ITE Land Use Code: _____
Trip Generation Rate/Equation: _____	Trip Generation Rate or Equation: _____
Average Daily Trips: _____	Average Daily Trips: _____
ELNDT Adjustment Factors	ELNDT Adjustment Factors
Trip Length: _____ Linked Trip: _____	Trip Length: _____ Linked Trip: _____
TSDC Trips: _____	TSDC Trips: _____

Section 3 (To be completed by City staff.)

Transportation Impact Analysis (TIA)	Transportation Systems Development Charge
Net Increase in Average Daily Trips: _____ (Proposed use minus existing use.)	Net Increase in TSDC Trips: _____ (Proposed use minus existing use.)
<input type="checkbox"/> A TIA will be required:	<input type="checkbox"/> A TSDC will be required.
<input type="checkbox"/> Arterial/Collector—1000 Trip/day Threshold <input type="checkbox"/> Local Street/Alley—200 Trip/day Threshold <input type="checkbox"/> Other: _____	(Fee determined by Development Services.)
<input type="checkbox"/> A TIA will not be required.	<input type="checkbox"/> A TSDC will not be required.

(For additional information, refer to the back of this application.)

Section 4 (To be completed by City staff.)

Remarks: _____ Date: _____

cc: ☐ Chief Development Services Engineer
☐ Community Development
☐ Building Permit Application
☐ _____

By: _____

Information Required to Assess the Need for a Traffic Impact Analysis and Transportation Systems Development Charge



The following information is required in order to assess the need for a Traffic Impact Analysis (TIA) and to calculate the Transportation Systems Development Charge (TSDC) to be levied on a proposed new development.

TIA Determination:

The City of Salem may require that a TIA be prepared as part of the approval process for major new development. The purpose of a TIA is to estimate the traffic impacts created by a new development on the surrounding street system. Any significantly adverse traffic impacts identified in the TIA must be mitigated by the applicant.

The estimated daily traffic generation of a new development is used as the criteria for determining whether a TIA is needed. If the new development access is located on an arterial or collector and the estimated daily traffic generation is more than 1000 trips, a TIA may be required. If access is located on a local street or alley and the generated trips exceed 200, a TIA may be required. Other criteria such as site access issues, driveway restrictions, and existing facilities deficiencies may also be used, if recommended by City Traffic Engineering staff.

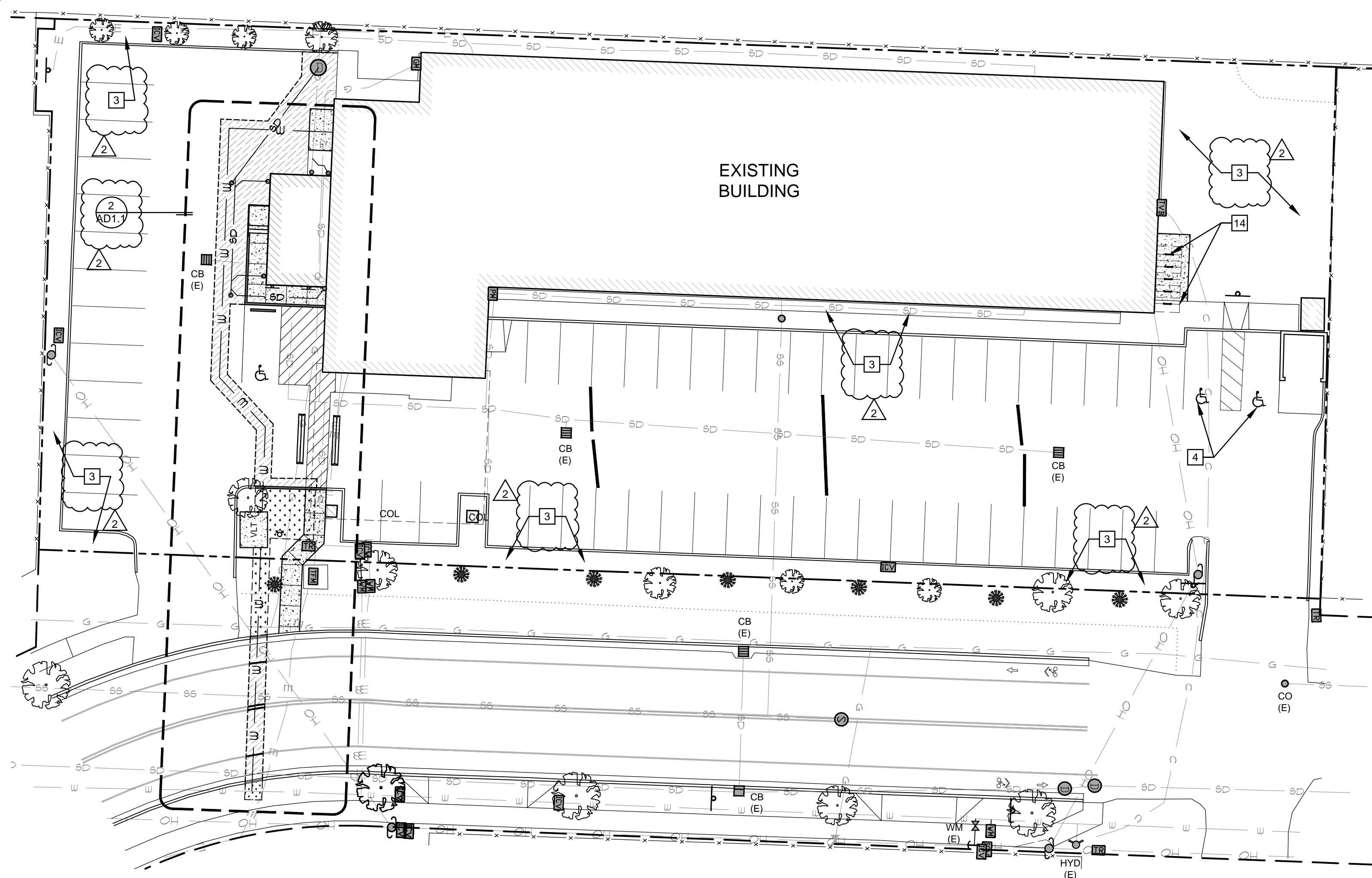
The City Traffic Engineer makes the determination as to whether a TIA is required. (For more information on TIA criteria, see Development Bulletin No. 19 dated January 20, 1995.) When the determination has been made, copies of the Trip Generation Estimate form are sent to Public Works Development Services Division and the applicant. If a planning action is required, a copy is also forwarded to the Community Development Department.

TSDC Analysis:

The City of Salem charges a TSDC on all new development that creates a net increase in traffic on the surrounding street system. The total charge is assessed on a per trip fee times the TSDC trips calculated for the development. For more information on the TSDC, see Council Staff Report dated October 9, 1995.

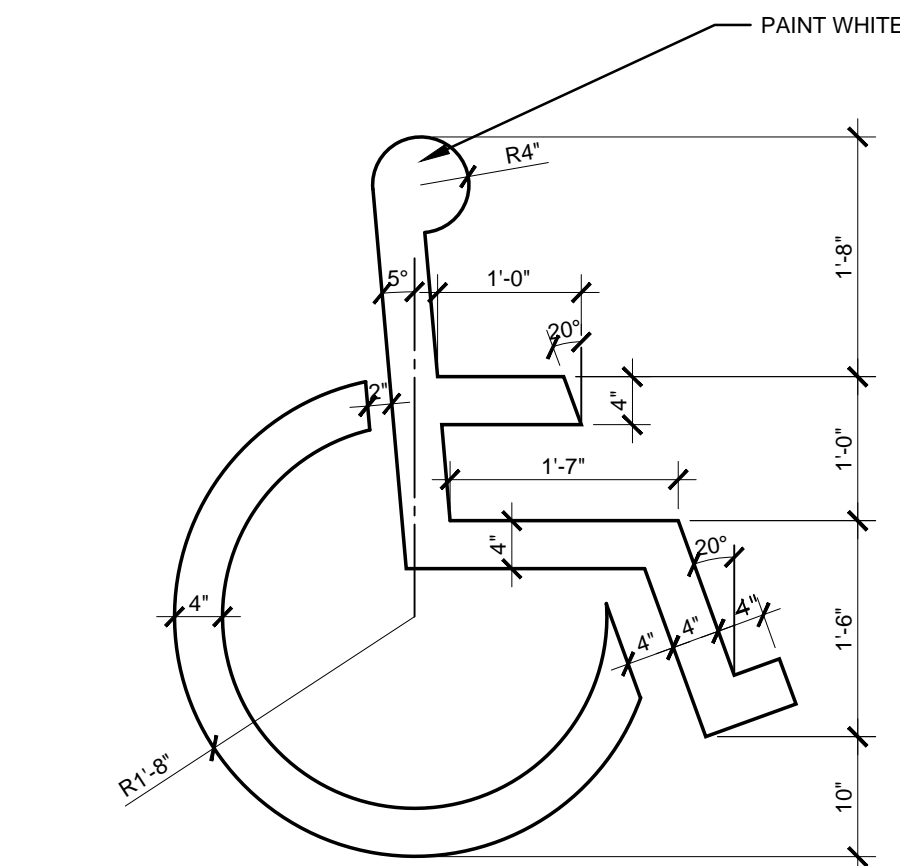
To assist in estimating the daily trips generated by a new development, please answer the questions in Section 1 of this sheet and return it to Room 325 of the Civic Center. If you have any questions, Traffic Engineering staff are available at 503-588-6211. A copy of the completed trip generation estimate will be returned to you at the address provided in Section 1.

No Land Use, Planning, or Development Approval applications requiring Trip Generation Estimates will be processed until this information has been provided and the TIA/TSDC assessment has been made by City Traffic Engineering staff.



1 SITE PLAN - DEMOLITION

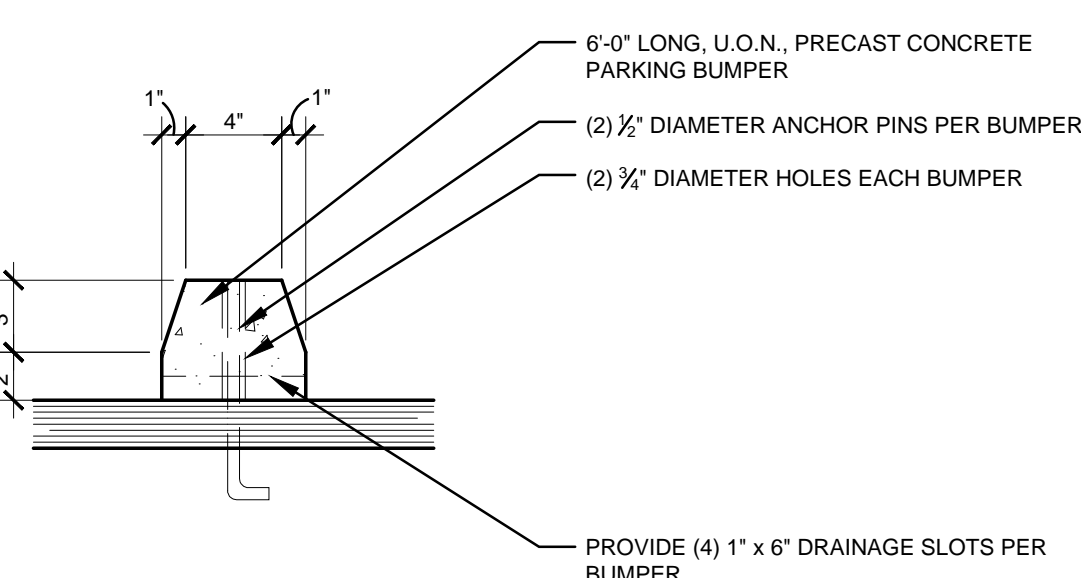
SCALE: 1"=20'-0"



3 HANDICAPPED SYMBOL

SCALE: 3/4"=1'-0"

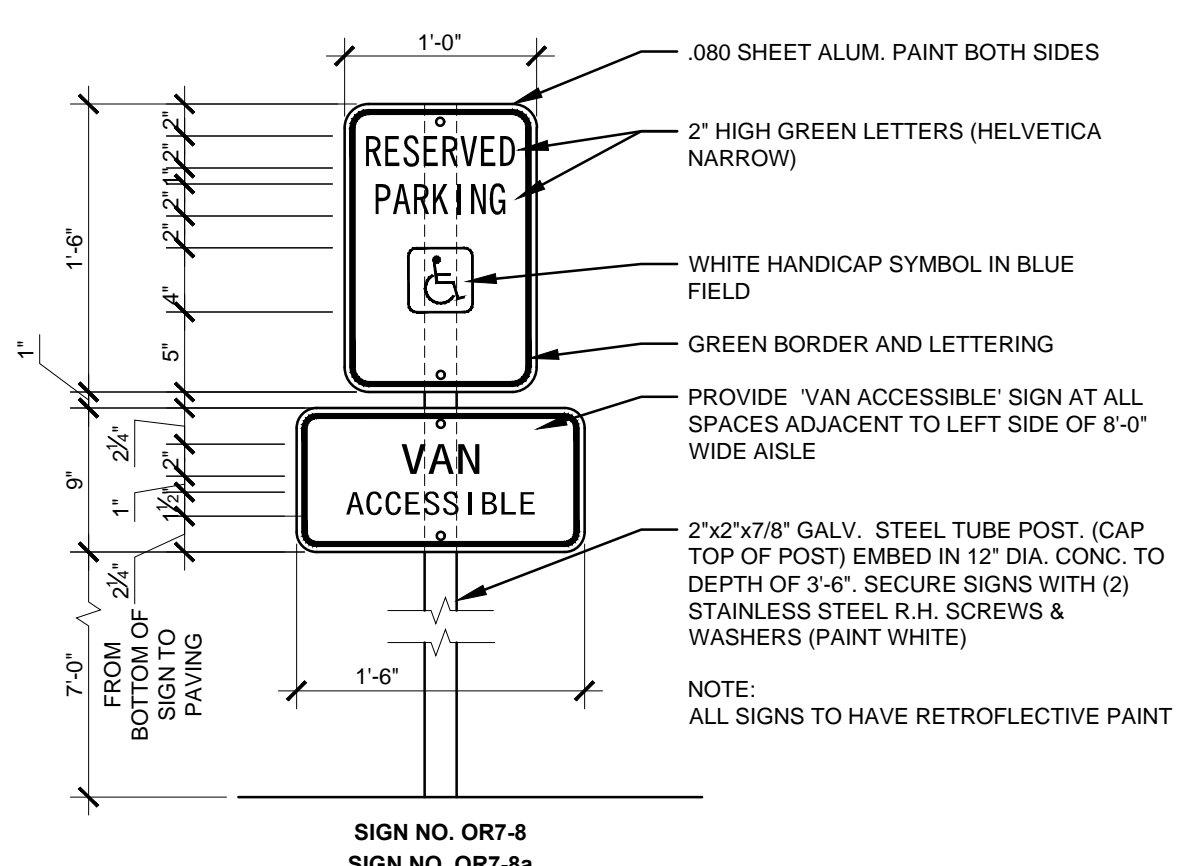
23039-A1.1-03



4 CONCRETE WHEEL STOP

SCALE: 1 1/2"=1'-0"

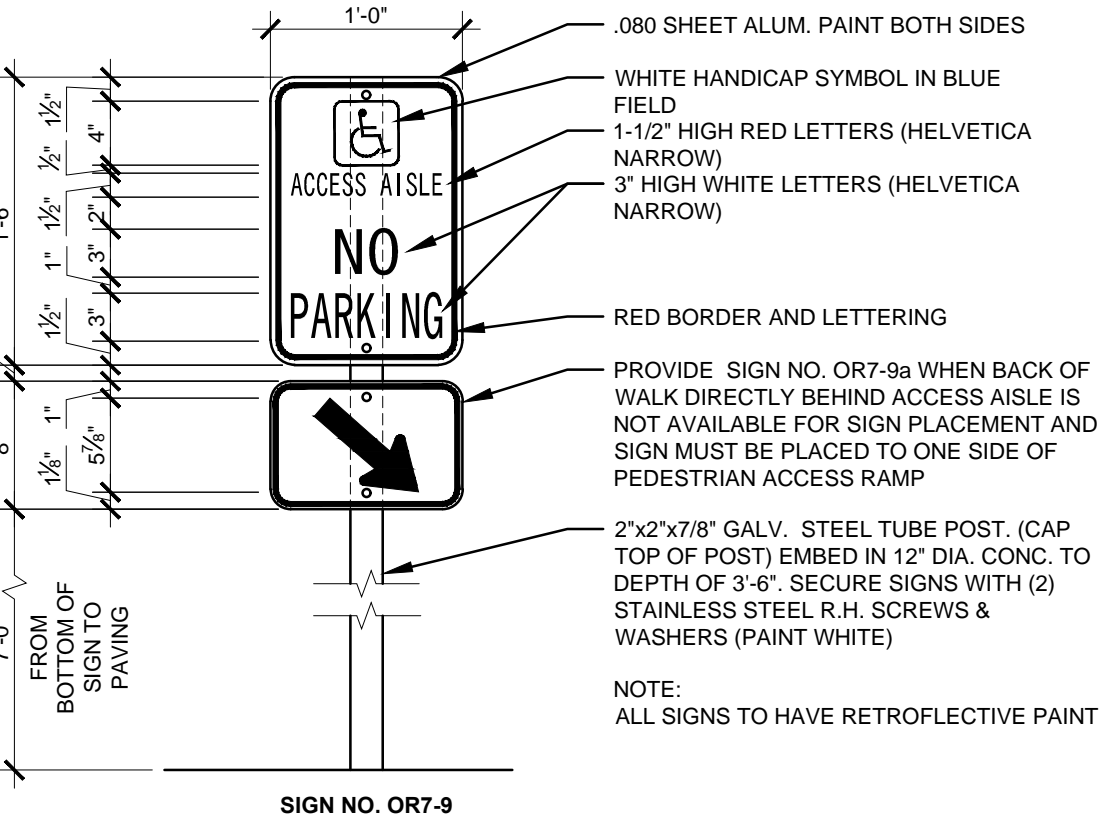
23039-A1.1-04



5 ACCESSIBLE PARKING SPACE SIGN

SCALE: 1"=1'-0"

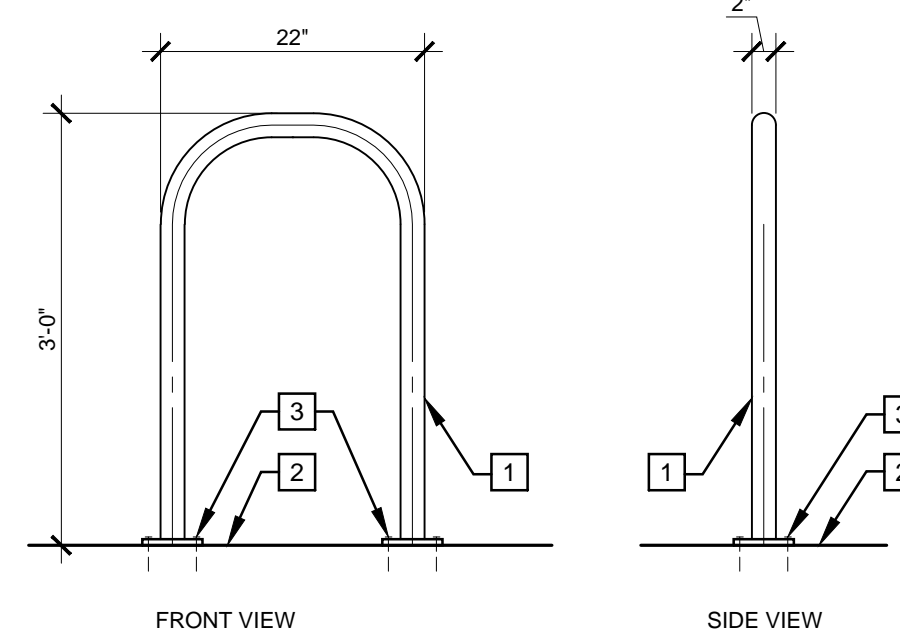
23039-A1.1-05



6 ACCESSIBLE LOADING SPACE SIGN

SCALE: 1"=1'-0"

23039-A1.1-06

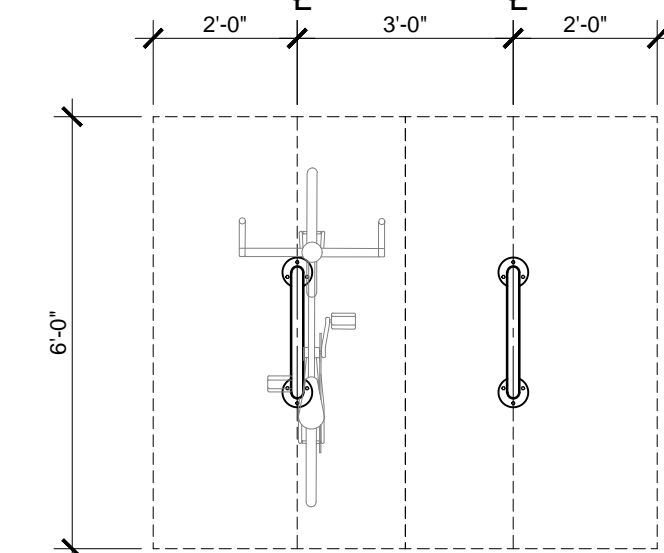


7 BIKE RACK ANCHORAGE DETAIL

SCALE: 3/4"=1'-0"

23039-A1.1-07

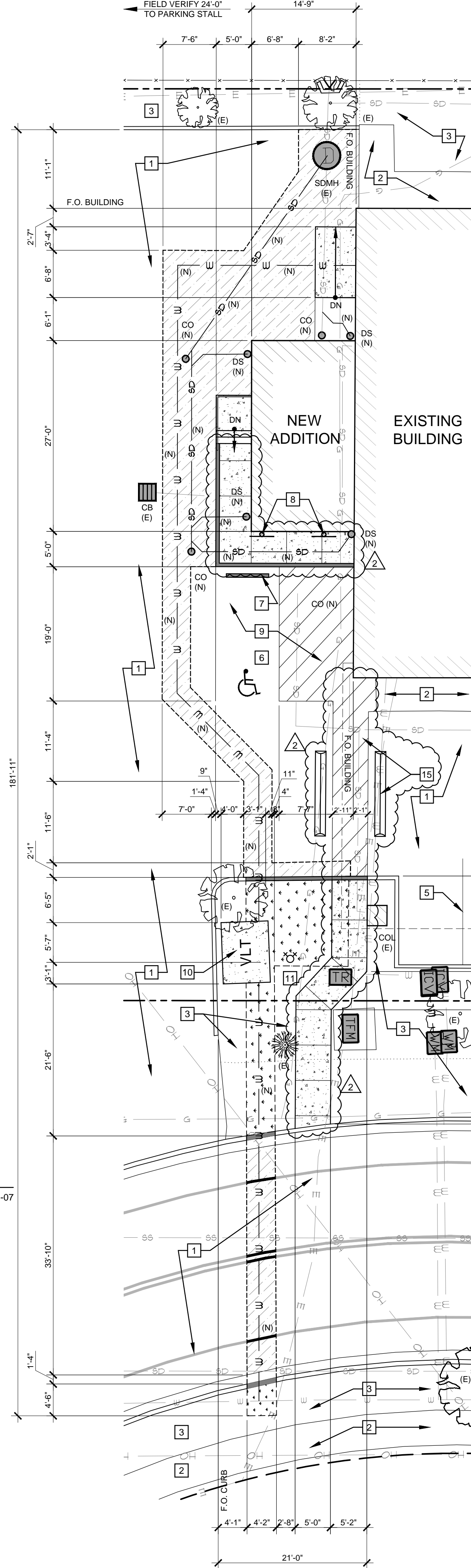
NOTE: ONLY ONE BIKE SHOWN FOR CLARITY



8 BIKE RACK PLAN

SCALE: 3/8"=1'-0"

23039-A1.1-08



2 ENLARGED SITE PLAN - DEMOLITION

SCALE: 1"=10'-0"

GENERAL NOTES:

- GENERAL NOTES APPLY TO ALL DRAWINGS.
- DIMENSIONS ARE TO EXISTING FACE OF STUDS, FACE OF MASONRY AND FACE OF CONCRETE, UNLESS OTHERWISE NOTED. ("CLEAR" DIMENSION IS TO FACE OF FINISHED SURFACE).
- DRAWINGS ARE DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES OR QUESTIONABLE DIMENSIONS FOR CLARIFICATION PRIOR TO PROCEEDING WITH AREA OF REQUIRED WORK.
- IN CASE OF ANY CONFLICTS IN THE REQUIREMENTS OF THE CONTRACT DOCUMENTS, THE CONTRACTOR IS REQUIRED TO INCLUDE THE BETTER QUALITY AND LARGER QUANTITY OF THE WORK.
- CONTRACTOR AND BIDDERS SHALL USE COMPLETE SETS OF CONTRACT DOCUMENTS. NEITHER THE OWNER NOR ARCHITECT ASSUMES RESPONSIBILITY FOR ERRORS OR MISINTERPRETATIONS RESULTING FROM THE USE OF INCOMPLETE SETS OF CONTRACT DOCUMENTS.
- THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR THEIR REPRESENTATIVES. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.
- THIS SURVEY HAS BEEN PROVIDED BY THE OWNER. INFORMATION SHOWN HEREIN IS INCLUDED FOR CONTRACTOR'S REFERENCE ONLY. AC+CO ARCHITECTURE DOES NOT WARRANT INFORMATION SHOWN HEREON AS NECESSARILY COMPLETE OR ACCURATE.

SITE LEGEND - DEMOLITION:

- NEW A. C. PAVEMENT, REFER TO CIVIL DRAWINGS
- NEW CONCRETE PAVEMENT, REFER TO CIVIL DRAWINGS
- NEW LANDSCAPE AREA TO MATCH EXISTING ADJACENT AREA
- EXISTING CURB TO REMAIN, REFER TO CIVIL DRAWINGS
- NEW CONCRETE CURB, REFER TO CIVIL DRAWINGS
- PROPERTY BOUNDARY
- EXISTING CATCH BASIN TO REMAIN, (N) DENOTES NEW, REFER TO CIVIL DRAWINGS
- EXISTING WATER METER TO REMAIN, REFER TO CIVIL DRAWINGS
- EXISTING FIRE HYDRANT O REMAIN, REFER TO CIVIL DRAWINGS
- EXISTING POWER POLE TO REMAIN
- EXISTING LIGHT POLE TO REMAIN
- NEW SIGN, (E) DENOTES EXISTING TO REMAIN
- NEW DOWNSPOUT
- NEW CLEAN-OUT, REFER TO CIVIL DRAWINGS
- OH — EXISTING OVERHEAD TELE-COMMUNICATION LINES TO REMAIN
- SD — EXISTING UNDERGROUND STORM LINES TO REMAIN, (N) DENOTES NEW, REFER TO CIVIL DRAWINGS
- SS — EXISTING UNDERGROUND SANITATION LINES TO REMAIN
- W — EXISTING UNDERGROUND WATER LINES TO REMAIN, (N) DENOTES NEW, REFER TO CIVIL DRAWINGS
- G — EXISTING UNDERGROUND GAS LINES TO REMAIN
- C — EXISTING UNDERGROUND COMMUNICATION LINES TO REMAIN
- X — EXISTING FENCE TO REMAIN

REFERENCE NOTES:

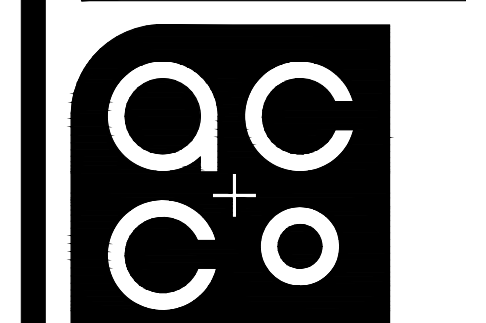
- EXISTING ASPHALT PAVING TO REMAIN
- EXISTING CONCRETE PAVING TO REMAIN
- EXISTING LANDSCAPE AREA TO REMAIN
TOTAL EXISTING TYPE 'A' LANDSCAPE AREA IS 6.22 SF (15.4% OF TOTAL SITE AREA), COMPLIES WITH SRC 522.10(D)
- EXISTING PAINTED HANDICAP SYMBOL TO REMAIN
- EXISTING PAINTED PARKING STRIPES TO REMAIN
- NEW PAINTED HANDICAP SYMBOL, REFER TO 3 AT.1
- NEW CONCRETE WHEEL STOP, REFER TO 4 AT.1
- NEW WALL MOUNTED HANDICAPPED PARKING SIGN, REFER TO 5 AT.1
- NEW PAINTED PARKING STRIPE AND/OR REFUGE AREA
- NEW FIRE SUPPRESSION DDC VAULT, REFER TO CIVIL DRAWINGS
- NEW FDC, REFER TO CIVIL DRAWINGS
- EXISTING PAINTED HANDICAP SYMBOL TO BE REMOVED
- EXISTING PAINTED PARKING STRIPES TO BE REMOVED
- NEW BIKE RACKS, REFER TO 8 AT.1
- NEW SAFETY STRIPPED PEDESTRIAN WALKWAY WITH SPEED BUMPS EACH SIDE



In the event conflicts are discovered between the original signed and sealed documents prepared by the Architects and/or their Consultants, and any copy of the documents transmitted by mail, fax, electronically or otherwise, the original signed and sealed documents shall govern.

JOB NO. 2023.0039
DATE SEPT 20, 2024
DRAWN CJA

REVISIONS
CITY REV
03.03.2025



ARCHITECTURE
COMMUNITY
1100 Liberty Street SE
Suite 200
Salem, OR 97302
P: 503.581.4114
www.accoarch.com

ARCHES LODGE

1875 FISHER RD NE
SALEM, OREGON 97305

SHEET

A1.1