

# NOTICE OF DECISION

PLANNING DIVISION  
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SALEM, OREGON 97301  
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*Si necesita ayuda para comprender esta información, por favor llame 503-588-6173*

## DECISION OF THE PLANNING ADMINISTRATOR

### CLASS 2 SITE PLAN REVIEW

APPLICATION NO.: 25-102028-PLN

NOTICE OF DECISION DATE: March 14, 2025

**REQUEST:** A Class 2 Site Plan Review for site improvements and expansion of an existing nonprofit shelter, for property approximately .92 acres in size, zoned CR (Retail Commercial), and located at 1875 Fisher Road NE (Marion County Assessor's Map and Tax Lot Number: 072W19BB / 6102).

**APPLICANT:** Richard Rothweiler, AC + OC Architecture on behalf of Mid-Willamette Valley Community Action Agency

**LOCATION:** 1875 Fisher Road NE

**FINDINGS:** The findings are in the attached Decision dated March 14, 2025.

**DECISION:** The **Planning Administrator APPROVED** the application based upon the submitted materials and the findings as presented in the decision.

The rights granted by the attached decision, which are effective as of the date of this decision, must be exercised by March 14, 2029, or this approval shall be null and void.

Case Manager: Jacob Brown, Planner II, [JRBrown@cityofsalem.net](mailto:JRBrown@cityofsalem.net), (503) 584-4676

This decision is final; there is no local appeal process. Any person with standing may appeal this decision by filing a "Notice of Intent to Appeal" with the Land Use Board of Appeals, 775 Summer St NE, Suite 330, Salem OR 97301, **not later than 21 days** after **March 14, 2025**. Anyone with questions regarding filing an appeal with the Oregon Land Use Board of Appeals should contact an attorney.

The following items are submitted to the record: 1) All materials and evidence submitted by the applicant, including any applicable professional studies; and 2) All materials, evidence, and comments from City Departments and public agencies. The application materials are available on the City's online Permit Application Center at <https://permits.cityofsalem.net>. To view the materials without registering, you may use the search function and enter the permit number listed here: 25-102028-PLN.

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

**BEFORE THE PLANNING ADMINISTRATOR OF THE CITY OF SALEM**

**DECISION**

<b>IN THE MATTER OF APPROVAL OF</b>	<b>) FINDINGS &amp; ORDER</b>
<b>CLASS 2 SITE PLAN REVIEW</b>	<b>)</b>
<b>25-102028-PLN</b>	<b>)</b>
<b>1875 FISHER ROAD NE</b>	<b>) MARCH 14, 2025</b>

In the matter of the application for a Class 2 Site Plan Review, the Planning Administrator, having received and reviewed the evidence and application materials, makes the following findings and adopts the following order as set forth herein.

**REQUEST**

A Class 2 Site Plan Review for site improvements and expansion of an existing nonprofit shelter, for property approximately .92 acres in size, zoned CR (Retail Commercial), and located at 1875 Fisher Road NE (Marion County Assessor's Map and Tax Lot Number: 072W19BB / 6102).

**PROCEDURAL FINDINGS**

1. On January 16, 2025, an application for a Class 2 Site Plan Review was submitted for property located at 1875 Fisher Road NE.
2. The application was deemed complete on March 14, 2025.

**SUBSTANTIVE FINDINGS**

**1. Proposal**

The proposed Class 2 Site Plan Review affects property located at 1875 Fisher Road NE (**Attachment A**). The proposed development includes a new 395-square-foot kitchen addition on the south side of the property, along with site improvements. The proposed development plans are included as **Attachment B**.

**2. City Department Comments**

Development Services Division – Reviewed the proposal and provided a memo which is included as **Attachment C**.

Building and Safety Division – Reviewed the proposal and indicated no concerns.

Salem Fire Department – Reviewed the proposal and indicated no concerns.

## **DECISION CRITERIA FINDINGS**

### **3. Analysis of Class 2 Site Plan Review Approval Criteria**

The purpose of Site plan review is to provide a unified, consistent, and efficient means to 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.

Pursuant to SRC 220.005(b)(2), Class 2 Site Plan Review is required for any development that requires a building permit, other than development subject to Class 1 Site Plan Review, and that does not involve a land use decision or limited land use decision, as those terms are defined in ORS 197.015.

***SRC 220.005(f)(2) provides that an application for Class 2 Site Plan Review shall be granted if:***

***(a) Only clear and objective standards which do not require the exercise of discretion or legal judgment are applicable to the application.***

**Finding:** Only clear and objective standards apply to the proposed development. Complete findings addressing the proposal's conformance with these standards are included within the findings addressing approval criterion SRC 220.005(f)(2)(B) below. This approval criterion is met.

***(b) The application meets all the applicable standards of the UDC.***

**Finding:** The proposal includes construction. The proposed development includes a new 395-square-foot kitchen addition on the south side of the property, along with site improvements for an existing nonprofit shelter use. The subject property is zoned CR (Retail Commercial); therefore, the proposed development is subject to the use and development standards of the CR zone under SRC Chapter 522. The following is a summary of the applicable use and development standards of the CR zone.

## **ZONING AND DEVELOPMENT STANDARDS**

### ***SRC Chapter 522 – CR (Retail Commercial) Zone***

***SRC 522.005 – Uses:***

The permitted (P), special (S), conditional (C), and prohibited (N) uses in the CR zone are set forth in Table 522-1.

**Finding:** The proposal includes improvements and expansion to an existing nonprofit shelter established under HB 3261, which is classified as a *Nonprofit Shelter* use. The use is previously established.

***SRC 522.010(a) – Lot Standards:***

Lots within the CR zone shall conform to the standards set forth in Table 522-2.

**Finding:** No modification of the existing property lines is proposed as part of the proposed development. Therefore, this standard is not applicable.

*SRC 522.010(b) – Setbacks:*

Setbacks within the PE zone shall be provided as set forth in Table 522-3 and Table 522-4.

*Abutting Street*

**East:** Adjacent to the east is right-of-way for Fisher Road NE, which is classified as a Collector in the Salem Transportation Plan (TSP). Buildings and accessory structures are required to be setback a minimum of five feet from street abutting property lines. Vehicle use areas require a minimum six to ten-foot setback per Chapter 806 when adjacent to a street.

**Finding:** The proposed kitchen addition is approximately 66 feet from the property line abutting Fisher Road NE. The reconfigured portion of parking area is setback 42 feet from Fisher Road NE. These standards are met.

*Interior Front, Side and Rear*

**North/South:** The subject property abuts CR (Retail Commercial) zoned property to the north and south. For interior property lines abutting CR zones, there is a no minimum zone-to-zone setback for buildings and accessory structures, and vehicle use areas shall be setback a minimum of five feet with Type A landscaping.

**West:** Adjacent to the west is right-of-way for Interstate 5. Per SRC 800.035 (d)(1), the required shall be considered either an interior front setback, an interior side setback, or an interior rear setback, which would require a zone-to-zone setback in the CR zone. Under SRC 800.035 (d)(1), where the required interior front, interior side, or interior rear setback abutting an interstate freeway is a zone-to-zone setback, the minimum required in interior front, interior side, or interior rear setback shall be five feet in-lieu of the zone-to-zone setback. setback abutting an interstate freeway. Buildings and accessory structures are required to be setback a minimum of five feet from street abutting property lines. Vehicle use areas require a minimum six to ten-foot setback per Chapter 806 when adjacent to a street.

**Finding:** The proposed development is on the south side of the existing building and does not affect the setbacks on the northern part of the property. The building addition is setback a minimum of five feet from both the west and south property lines. The reconfigured parking stalls is within an existing surfaced off-street parking area and is not proposed to be expanded upon. Therefore, this standard is not applicable.

*SRC 522.010(c) – Lot Coverage, Height:*

Buildings and accessory structures within the CR zone shall conform to the lot coverage and height standards set forth in Table 522-5.

**Finding:** There is no maximum lot coverage within the CR zone and the maximum height allowed is 50 feet. The proposed kitchen addition is proposed to be less than 50 feet in height and therefore this standard is met.

*SRC 542.010(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 806 and SRC Chapter 807.
- (3) *Development site*. A minimum of 15 percent of the development site shall be landscaped. Landscaping shall meet the Type A standard set forth in SRC [chapter 807](#). Other required landscaping under the UDC, such as landscaping required for setbacks or vehicle use areas, may count towards meeting this requirement

**Finding:** The setbacks applicable to the proposed development do not require landscaping, and no surfacing is proposed for the existing vehicle use areas are proposed. However; the development site is 40,075 square feet in area requiring a minimum of 6,011 square feet of landscaping ( $40,075 \times 0.15 = 6,011$ ), or 301 plant units ( $6,011 / 20 = 301$ ), 40 percent of which shall be trees, or 120 plant units trees ( $301 \times 0.4 = 120$ ). The development plans include a preliminary landscaping plan indicating 6,221 square feet of total landscaping area. All proposed landscaping is required to meet Type A landscaping standards. All building permit applications for development subject to landscaping requirements shall include landscape and irrigation plans meeting the requirements of SRC Chapter 807.

### ***SRC Chapter 800 – General Development Standards***

#### **▪ *Solid Waste Service Areas***

##### *SRC 800.055(a) – Applicability.*

Solid waste service area design standards shall apply to all new solid waste, recycling, and compostable services areas, where use of a solid waste, recycling, and compostable receptacle of 1 cubic yard or larger is proposed.

**Finding:** The proposed development does not include a new solid waste service area; therefore, the standards of this section do not apply.

#### **▪ *Pedestrian Access***

##### *SRC 800.065 – Applicability.*

Except where pedestrian access standards are provided elsewhere under the UDC, all developments, other than single family, two family, three family, four family, and multiple family developments, shall include an on-site pedestrian circulation system developed in conformance with the standards in this section. For purposes of this section development means the construction of, or addition to, a building or accessory structure or the construction of, or alteration or addition to, an off-street parking or vehicle use area. Development does not include construction of, or additions to, buildings or accessory structures that are less than 200 square feet in floor area.

**Finding:** The proposed development includes an approximately 395-square-foot kitchen addition, parking lot reconfiguration, and pedestrian access improvements on the southern portion of the development site. As the development exceeds 200 square feet in floor area, the standards of this section are applicable.

##### *SRC 800.065(a)(1) – Pedestrian Connection Between Entrances and Streets.*

- (A) A pedestrian connection shall be provided between the primary entrance of each building on the development site and each adjacent street. Where a building has more than one primary building entrance, a single pedestrian connection from one of the building's primary entrances to each adjacent street is allowed; provided each of the building's primary entrances are connected, via a pedestrian connection, to the required connection to the street.

**Finding:** The applicant has proposed a new connection between the existing building's primary entrances and Fisher Road NE. As such, this standard has been met.

- (B) Where an adjacent street is a transit route and there is an existing or planned transit stop along street frontage of the development site, at least one of the required pedestrian connections shall connect to the street within 20 feet of the transit stop.

**Finding:** There is not currently a transit stop located along the street frontage of the development site; therefore, this standard is not applicable.

*SRC 800.065(a)(2) – Pedestrian Connection Between Buildings on the same Development Site.*

Where there is more than one building on a development site, a pedestrian connection(s), shall be provided to connect the primary building entrances of all the buildings.

**Finding:** There are no other existing or proposed structures located on the development site; therefore, this standard is not applicable.

*SRC 800.065(a)(3) – Pedestrian Connection Through Off-Street Parking Areas.*

- (A) Surface parking areas. Except as provided under subsection (a)(3)(A)(iv) of this section, off-street surface parking areas greater than 25,000 square feet in size or including four or more consecutive parallel drive aisles shall include pedestrian connections through the parking area to the primary building entrance as provided in this subsection.

**Finding:** The development site does not contain a parking area 25,000 square feet in size or with a four or more consecutive parallel drive aisles; therefore, this standard is not applicable.

- (B) Parking structures and parking garages. Where an individual floor of a parking structure or parking garage exceeds 25,000 square feet in size, a pedestrian connection shall be provided through the parking area on that floor to an entrance/exit.

**Finding:** The development site does not include any existing or proposed parking structures or garages; therefore, this standard does not apply.

*SRC 800.065(a)(4) – Pedestrian Connection to Existing or Planned Paths and Trails.*

Where an existing or planned path or trail identified in the Salem Transportation System Plan (TSP) or the Salem Comprehensive Parks System Master Plan passes through a development site, the path or trail shall:

- (A) Be constructed, and a public access easement or dedication provided; or

- (B) When no abutting section of the trail or path has been constructed on adjacent property, a public access easement or dedication shall be provided for future construction of the path or trail.

**Finding:** No existing or planned trails in the TSP pass through the development site; therefore, this standard is not applicable.

*SRC 800.065(a)(5) – Pedestrian Connection to Abutting Properties.*

Whenever a vehicular connection is provided from a development site to an abutting property, a pedestrian connection shall also be provided.

**Finding:** The proposed development does not include a shared driveway access with an abutting property; therefore, this standard is not applicable.

*SRC 800.065(b)(1) – Design and Materials.*

Required pedestrian connections shall be in the form of a walkway, or may be in the form of a plaza. Walkways shall conform to the following:

- (A) Materials and width. Walkways shall be paved with a hard-surface material meeting the Public Works Design Standards, and a minimum of five feet in width.
- (B) Where a walkway crosses driveways, parking areas, parking lot drive aisles, and loading areas, the walkway shall be visually differentiated from such areas through the use of elevation changes, a physical separation, speed bumps, a different paving material, or other similar method. Striping does not meet this requirement, except when used in a parking structure or parking garage.
- (C) Where a walkway is located adjacent to an auto travel lane, the walkway shall be raised above the auto travel lane or separated from it by a raised curb, bollards, landscaping, or other physical separation. If the walkway is raised above the auto travel lane it must be raised a minimum of four inches in height and the ends of the raised portions must be equipped with curb ramps. If the walkway is separated from the auto travel lane with bollards, bollard spacing must be no further than five feet on center.

**Finding:** The proposed pedestrian connection does intersect with a vehicle use areas where the applicant provides speed bumps on either side of the five-foot wide pedestrian walkway. In all other areas, the pedestrian walkway is five feet in width and proposed to be paved with a hard surface material; therefore, this standard is met.

*SRC 800.065(b)(2) – Design and Materials.*

Wheel stops or extended curbs shall be provided along required pedestrian connections to prevent the encroachment of vehicles onto pedestrian connections.

**Finding:** No required pedestrian paths are located along the parking areas; therefore, this standard does not apply.

*SRC 800.065(c) – Lighting.*

The on-site pedestrian circulation system shall be lighted to a level where the system can be used at night by employees, customers, and residents.

**Finding:** Based on the existing development plans, there is adequate lighting in proximity to illuminate the proposed walkway; therefore, this standard is met.

## **Off-Street Parking, Loading, and Driveways SRC 806**

### *SRC 806.005(a) – Off-Street Parking; When Required.*

Off-street parking shall be provided and maintained as required under SRC Chapter 806 for each proposed new use or activity; any change of use or activity, when such a change of use or activity results in a parking ratio requiring a greater number of spaces than the previous use or activity; or any intensification, expansion, or enlargement of a use or activity.

### *SRC 806.010 – Proximity of Off-Street Parking to Use or Activity Served.*

Required off-street parking shall be located on the same development site as the use or activity it serves.

### *SRC 806.015 – Amount Off-Street Parking.*

- (a) *Maximum Off-Street Parking.* Except as otherwise provided in this section, and unless otherwise provided under the UDC, off-street parking shall not exceed the amounts set forth in Table 806-1. For the purposes of calculating the maximum amount of off-street parking allowed, driveways shall not be considered off-street parking spaces.

**Finding:** The proposal does not include any additional parking spaces; only to eliminate nine existing spaces to locate the new building addition and reconfiguring one spaces adjacent to the addition's western building wall. The reconfigured space is a standard ADA space and not compact. There are no new parking spaces proposed and no parking area reconfiguration resulting in new compact spaces; therefore, this section is met.

### *SRC 806.035 - Off-Street Parking and Vehicle Use Area Development Standards.*

- (a) *General Applicability.* The off-street parking and vehicle use area development standards set forth in this section apply to the development of new off-street parking and vehicle use areas.
- (b) *Location.* Off-street parking and vehicle use areas shall not be located within required setbacks.
- (c) *Perimeter Setbacks and Landscaping.* Perimeter setbacks shall be required for off-street parking and vehicle use areas abutting streets, abutting interior front, side, and rear property lines, and adjacent to buildings and structures.

**Finding:** The proposed vehicle use area is not located within a required setback and the applicant is proposing a five-foot wide raised paved walkway separating the vehicle use area from the addition; therefore, this standard is met.

- (d) *Interior Landscaping.* Interior landscaping shall be required for off-street parking areas 5,000 square feet or greater in size.

**Finding:** The proposal does not include a new off-street parking area, only off-street parking area reconfiguration due to the building addition; therefore, this section is not applicable.

- (e) *Off-Street Parking Area Dimensions.* Off-street parking areas shall conform to the minimum dimensions set forth in Table 806-6.

**Finding:** The proposal does not include a new off-street parking area, only a off-street parking area reconfiguration due to the building addition. The modified ADA space is 19 feet in length



with a width of nine feet which meets the minimum dimensions required; therefore, this section is met.

- (f) *Off-Street Parking Area Access and Maneuvering.* In order to ensure safe and convenient vehicular access and maneuvering, off-street parking areas shall:
  - (1) Be designed so that vehicles enter and exit the street in a forward motion with no backing or maneuvering within the street; and
  - (2) Where a drive aisle terminates at a dead-end, include a turnaround area as shown in Figure 806-9. The turnaround shall conform to the minimum dimensions set forth in Table 806-7.

**Finding:** The proposal includes a reconfiguration to the southern parking area due to the building addition. The existing drive aisles and driveways are not proposed to be modified, and which are currently 24 feet in width; therefore, this standard is met.

### ***Bicycle Parking***

#### *SRC 806.045 – Bicycle Parking; When Required.*

- (a) *General Applicability.* Bicycle parking shall be provided as required under this chapter for each proposed new use or activity, any change of use or activity, or any intensification, expansion, or enlargement of a use or activity.
- (b) *Applicability to change of use of existing building in Central Business District (CB) zone.* Notwithstanding any other provision of this chapter, the bicycle parking requirements for a change of use of an existing building within the CB zone shall be met if there are a minimum of eight bicycle parking spaces located within the public right-of-way of the block face adjacent to the primary entrance of the building. If the minimum number of required bicycle parking spaces are not present within the block face, the applicant shall be required to obtain a permit to have the required number of spaces installed. For purposes of this subsection, "block face" means the area within the public street right-of-way located along one side of a block, from intersecting street to intersecting street.
- (c) *Applicability to nonconforming bicycle parking area.* When bicycle parking is required to be added to an existing bicycle parking area that has a nonconforming number of spaces, the number of spaces required under this chapter for any new use or activity, any change of use or activity, or any intensification, expansion, or enlargement of a use or activity shall be provided, in addition to the number of spaces required to remedy the existing deficiency.

**Finding:** The proposed improvements include an expansion of the *Nonprofit Shelter*; therefore, the bicycle parking requirements of this section apply to the proposed development.

#### *SRC 806.050 – Proximity of Bicycle Parking.*

Bicycle parking shall be located on the same development site as the use or activity it serves.

#### *SRC 806.055 – Amount of Bicycle Parking.*

Unless otherwise provided under the UDC, bicycle parking shall be provided in amounts not less than those set forth in Table 806-8.

**Finding:** *Nonprofit Shelter* uses require a minimum of four bicycle parking spaces or one per 3,500 square feet of floor area for the first 50,000 square feet. Per the applicant's plans, the

total floor of the development following the addition will be approximately 32,922 square feet. As such, the required amount of bicycle spaces would be nine ( $32,922 / 3,500 = 9.41$ ). The applicant's site plan shows, that five staple racks shall be installed providing 10 bicycle spaces in total. As such, this standard is met.

*SRC 806.060 – Bicycle Parking Development Standards*

Unless otherwise provided under the UDC, bicycle parking areas shall be developed and maintained as set forth in this section.

*(a) Location.*

- (1) Short-term bicycle parking.* Short-term bicycle parking shall be located outside a building within a convenient distance of, and clearly visible from, the primary building entrance. In no event shall bicycle parking be located more than 50 feet from the primary building entrance, as measured along a direct pedestrian access route.

**Finding:** The applicant has proposed 10 bicycle spaces within 50 feet of the northern entrance of the building. Therefore, this standard is met.

- (b) Access.* Bicycle parking areas shall have direct and accessible access to the public right-of-way and the primary building entrance that is free of obstructions and any barriers, such as curbs or stairs, which would require users to lift their bikes in order to access the bicycle parking area.

**Finding:** No new bicycle parking spaces are required for the proposed development. Therefore, this standard is not applicable.

*(c) Dimensions.* All bicycle parking areas shall meet the following dimension requirements:

- (1) Bicycle parking spaces.* Bicycle parking spaces shall conform to the minimum dimensions set forth in Table 806-9.
- (2) Access aisles.* Bicycle parking spaces shall be served by access aisles conforming to the minimum widths set forth in Table 806-9. Access aisles serving bicycle parking spaces may be located within the public right-of-way.

**Finding:** No new bicycle parking spaces are required for the proposed development. Therefore, this standard is not applicable.

- (d) Surfacing.* Where bicycle parking is located outside a building, the bicycle parking area shall consist of a hard surface material, such as concrete, asphalt pavement, pavers, or similar material, meeting the Public Works Design Standards.

**Finding:** No new bicycle parking spaces are required for the proposed development. Therefore, this standard is not applicable.

*(e) Bicycle Racks.* Where bicycle parking is provided in racks, the racks may be floor, wall, or ceiling racks. Bicycle racks shall meet the following standards.

- (1)* Racks must support the bicycle frame in a stable position, in two or more places without damage to wheels, frame, or components.
- (2)* Racks must allow the bicycle frame and at least one wheel to be locked to the rack with a high security, U-shaped shackle lock;

- (3) Racks shall be of a material that resists cutting, rusting, and bending or deformation; and
- (4) Racks shall be securely anchored.
- (5) Examples of types of bicycle racks that do, and do not, meet these standards are shown in Figure 806-11.

**Finding:** No new bicycle parking spaces are required for the proposed development. Therefore, this standard is not applicable.

▪ ***Off-Street Loading Areas***

*SRC 806.065 – General Applicability.*

Off-street loading areas shall be provided and maintained for each proposed new use or activity; any change of use or activity, when such change of use or activity results in a greater number of required off-street loading spaces than the previous use or activity; or any intensification, expansion, or enlargement of a use or activity.

*SRC 806.070 – Proximity of Off-Street Loading Areas to use or Activity Served.*

Off-street loading shall be located on the same development site as the use or activity it serves.

*SRC 806.075 – Amount of Off-Street Loading.*

Unless otherwise provided under the UDC, off-street loading shall be provided in amounts and dimensions not less than those set forth in Table 806-11.

*SRC 800.080 – Off-street Loading and Development Standards*

Unless otherwise provided under the UDC, off-street loading shall be developed and maintained as set forth in this section.

- (a) *Off-street parking used for loading.* An off-street parking area meeting the requirements of this chapter may be used in place of a required off-street loading space when the use or activity does not require a delivery vehicle which exceeds a maximum combined vehicle and load rating of 8,000 pounds and the off-street parking area is located within 25 feet of the building or the use or activity that it serves.

**Finding:** Loading area standards are triggered by the proposed use; however, the applicant has indicated within their written statement that the existing off-street parking space shall be used as the site will not require delivery vehicles exceeding 8,000 pounds and the parking is within 25 feet of the building that loading will serve.

***SRC Chapter 807 – Landscaping***

All required setbacks shall be landscaped with a minimum of 1 plant unit per 20 square feet of landscaped area. A minimum of 40 percent of the required number of plant units shall be a combination of mature trees, shade trees, evergreen/conifer trees, or ornamental trees. Plant materials and minimum plant unit values are defined in SRC Chapter 807, Table 807-2. All building permit applications for development subject to landscaping requirements shall include landscape and irrigation plans meeting the requirements of SRC Chapter 807.

**Finding:** The development site is 40,075 square feet in area requiring a minimum of 6,011 square feet of landscaping ( $40,075 \times 0.15 = 6,011$ ), or 301 plant units ( $6,011 / 20 = 301$ ), 40 percent of which shall be trees, or 120 plant units trees ( $301 \times 0.4 = 120$ ). The development plans include a preliminary landscaping plan indicating 6,221 square feet of total landscaping area. All proposed landscaping is required to meet Type A landscaping standards. All building permit applications for development subject to landscaping requirements shall include landscape and irrigation plans meeting the requirements of SRC Chapter 807. As proposed and addressed in the landscaping findings, the development meets the standards of SRC 551.010(d). Landscape and irrigation plans will be reviewed for conformance with the requirements of SRC 807, including required plant units and trees, at the time of building permit application review.

## **CITY INFRASTRUCTURE STANDARDS**

### ***SRC Chapter 200 – Urban Growth Management***

SRC Chapter 200 (Urban Growth Management) requires issuance of an Urban Growth Preliminary Declaration (UGA) prior to development of property located outside the City's Urban Service Area.

**Finding:** The subject property is located inside the Urban Service Area and adequate facilities are available. No Urban Growth Area permit is required.

### ***SRC Chapter 71 – Stormwater***

The proposed development is subject to SRC Chapter 71 and the revised Public Works Design Standards (PWDS) as adopted in Administrative Rule 109, Division 004.

**Finding:** The applicant shall be required to design and construct a storm drainage system in compliance with SRC Chapter 71 and PWDS at the time of development. The application shall provide an evaluation of the connection to the approved point of discharge for new areas of impervious surface per SRC 71.075.

### ***SRC Chapter 802 – Public Improvements***

Pursuant to SRC 802.015 all development shall be served by city utilities that are designed and constructed according to all applicable provisions of the Salem Revised Code (SRC) and the Public Works Design Standards (PWDS).

The existing conditions of public utilities available to serve the subject property are described in the following table:

<b>Utilities</b>	
<b>Type</b>	<b>Existing Conditions</b>
<b>Water</b>	Water Service Level: G-0
	1. An 8-inch water main is located in Fisher Road NE.

<b>Sanitary Sewer</b>	3. An 8-inch sanitary sewer main is located in Fisher Road NE.
<b>Storm Drainage</b>	5. A 12-inch storm main is located in Fisher Road NE.

**Finding:** The water, sewer, and storm infrastructure are available within surrounding streets/areas and appear to be adequate to serve the proposed development. At time of building permit review, the applicant shall Design and construct all utilities (sewer, water, and storm drainage) according to the PWDS and to the satisfaction of the Public Works Director. Construction plans shall be approved and secured per SRC Chapter 77 prior to building permit issuance, and the improvements shall be completed and accepted to the satisfaction of the Public Works Director prior to occupancy.

***SRC Chapter 803 – Street and Right-of-way Improvements***

Pursuant to SRC 803.025, except as otherwise provided in this chapter, right-of-way width and pavement width for streets and alleys shall conform to the standards set forth in Table 803-1 (Right-of-way Width) and Table 803-2 (Pavement Width). In addition, SRC 803.040 requires dedication of right-of-way for, and construction or improvement of, boundary streets up to one-half of the right-of-way and improvement width specified in SRC 803.025 as a requirements for certain development.

The existing conditions of streets abutting the subject property are described in the following table:

<b>Streets</b>			
<b>Street Name</b>		<b>Right-of-way Width</b>	<b>Improvement Width</b>
<b>Fisher Road NE (Collector)</b>	Standard:	60-feet	34-feet
	Existing Condition:	60-feet	34-feet

**Finding:** The subject property abuts Fisher Road NE along the eastern property boundary. Fisher Road NE is classified as a collector street according to the Salem Transportation System Plan (TSP). Fisher Road NE has adequate right-of-way width and pavement width according to SRC Chapter 803; however, lacks sidewalks and street trees along the property frontage. The City has a planned Capital Improvement Project (CIP) which will construct streetscape improvements along the frontage of the property (CIP: 1529). Therefore, improvements along Fisher Road NE are not required as part of the development per SRC 803.040(d)(1).

***SRC Chapter 804 – Driveway Approaches***

SRC 804 establishes development standards for driveway approaches providing access from the public right-of-way to private property in order to provide safe and efficient vehicular access to development sites.

**Finding:** The development site is served by two existing driveway approaches onto Fisher Road NE. existing driveway approaches serving the site meet applicable sections of SRC Chapter 804 and does not warrant modification.

***SRC Chapter 805 – Vision Clearance***

SRC Chapter 805 establishes vision clearance standards in order to ensure visibility for vehicular, bicycle, and pedestrian traffic at the intersections of streets, alleys, flag lot accessways, and driveways.

**Finding:** The proposed building addition does not cause a vision clearance obstruction per SRC Chapter 805.

## **NATURAL RESOURCES**

### ***SRC Chapter 601 – Floodplain***

Development in the floodplain shall be regulated to preserve and maintain the capability to the floodplain to convey the flood water discharges and to minimize danger to life and property.

**Finding:** The Floodplain Administrator has reviewed the Flood Insurance Study and Flood Insurance Rate Maps and has determined that no floodplain or floodway areas exist on the subject property.

### ***SRC Chapter 808 – Preservation of Trees and Vegetation***

The City's tree preservation ordinance, under SRC Chapter 808, provides that no person shall remove the following trees unless undertaken pursuant to a permit issued under SRC 808.030(d), undertaken pursuant to a tree conservation plan approved under SRC 808.035, or permitted by a variance granted under SRC 808.045.

1. Heritage Trees;
2. Significant Trees (including Oregon White Oaks with diameter-at-breast-height (*dbh*) of 20 inches or greater and any other tree with a *dbh* of 30 inches or greater, with the exception of tree of heaven, empress tree, black cottonwood, and black locust);
3. Trees and native vegetation in riparian corridors; and
4. Trees on lots or parcels 20,000 square feet or greater.

The tree preservation ordinance defines “tree” as, “any living woody plant that grows to 15 feet or more in height, typically with one main stem called a trunk, which is 10 inches or more *dbh*, and possesses an upright arrangement of branches and leaves.”

**Finding:** The proposed development will not modify or otherwise remove trees; therefore, this section is not applicable.

### ***SRC Chapter 809 – Wetlands***

Grading and construction activities within wetlands are regulated by the Oregon Department of State Lands (DSL) and US Army Corps of Engineers. State and Federal wetlands laws are also administered by the DSL and Army Corps, and potential impacts to jurisdictional wetlands are addressed through application and enforcement of appropriate mitigation measures. SRC Chapter 809 establishes requirements for notification of DSL when an application for development is received in an area designated as a wetland on the official wetlands map.

**Finding:** According to the Salem-Keizer Local Wetland Inventory (LWI) the subject property does not contain any wetland areas or hydric soils.

### ***SRC Chapter 810 – Landslide Hazards***

The City's landslide hazard ordinance (SRC Chapter 810) establishes standards and requirements for the development of land within areas of identified landslide hazard susceptibility.

**Finding:** According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no mapped landslide hazard areas on the subject property.

#### **4. Conclusion**

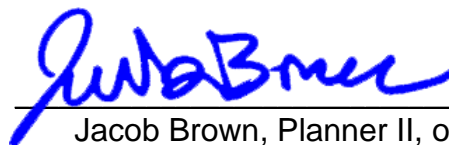
Based on the conformance with the preceding requirements the Planning Administrator certifies that the proposed Class 2 Site Plan Review is in conformance with the UDC and the approval criteria provided in SRC 220.005(f)(2), provided compliance occurs with any applicable items noted above.

Please Note: Findings included in this decision by the direction of the Salem Fire Department are based on non-discretionary standards. Fire Code related findings are intended to inform the applicant of the clear and objective Fire Prevention Code standards of SRC Chapter 58 that will apply to this development proposal on application for building permit(s). Additional or different Fire Prevention Code standards may apply based on the actual building permit application submitted.

If a building permit application has not already been submitted for this project, please submit a copy of this decision with your building permit application for the work proposed.

#### **IT IS HEREBY ORDERED**

The proposed Class 2 Site Plan Review is consistent with the provisions of SRC Chapter 220 and is hereby **APPROVED** subject to the applicable standards of the Salem Revised Code and the findings contained herein.

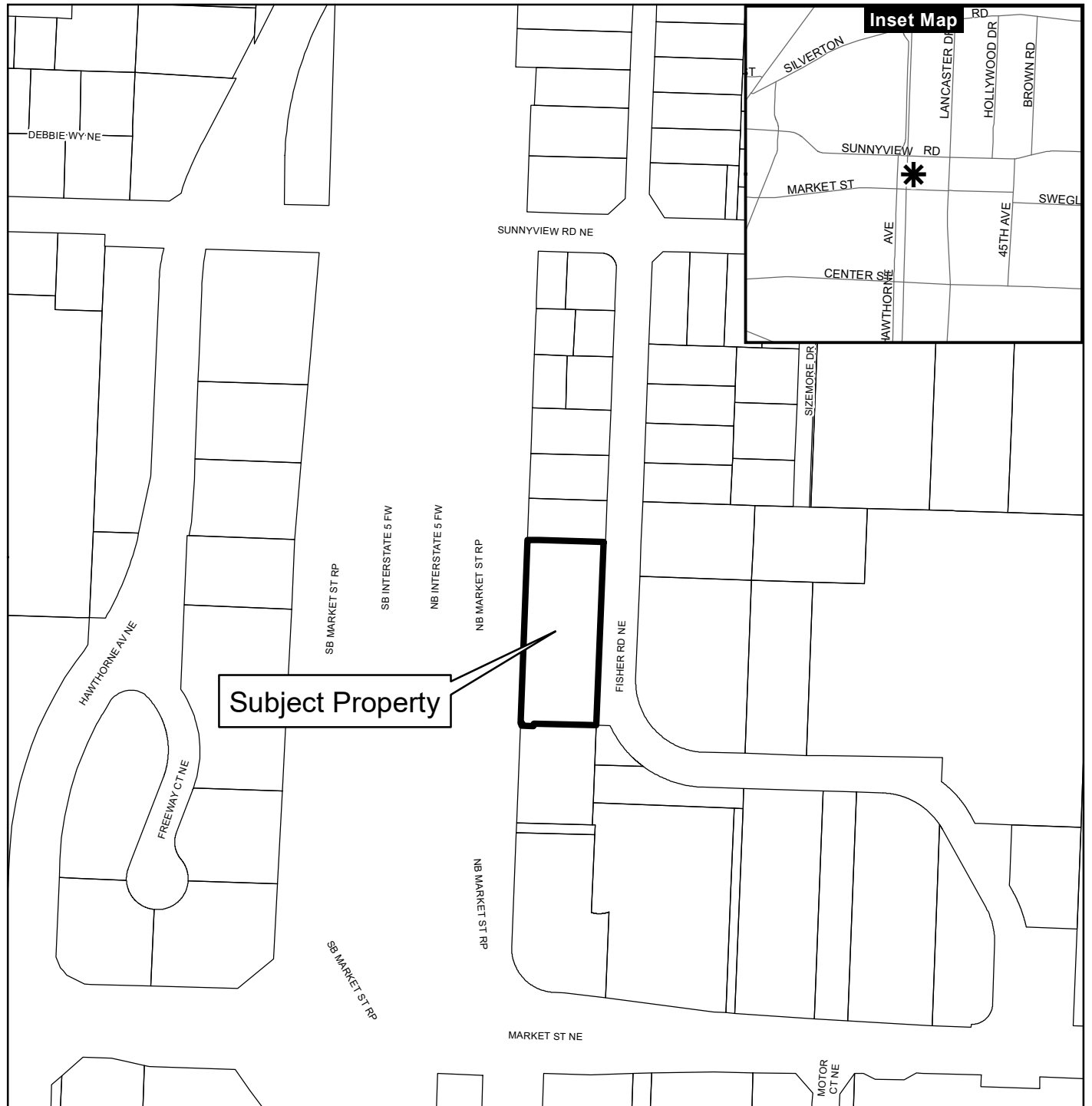


Jacob Brown, Planner II, on behalf of  
Lisa Anderson-Ogilvie, AICP  
Planning Administrator

Attachments:   A. Vicinity Map  
                      B. Proposed Development Plans  
                      C. Development Services Memo

# Vicinity Map

## 1875 Fisher Road NE



### Legend

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

- Parks

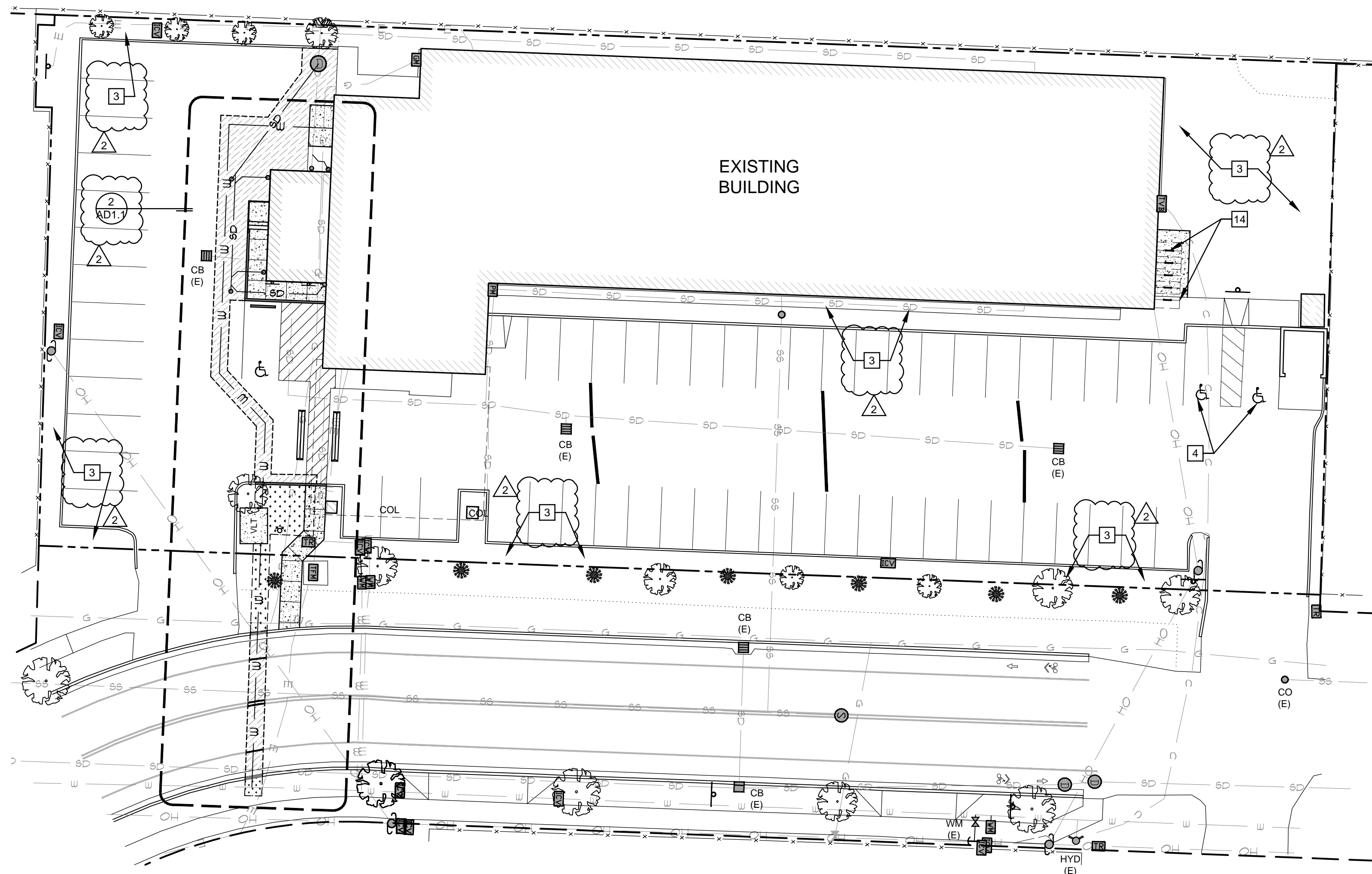
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AT YOUR SERVICE  
Community Planning and Development

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0 100 200 400 Feet

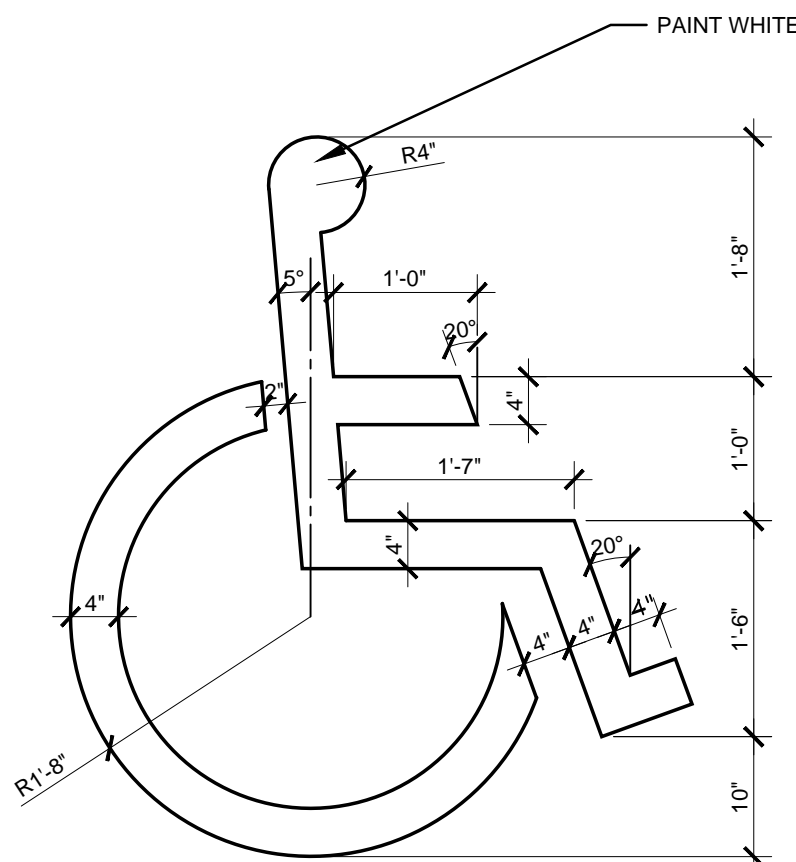






1 SITE PLAN - DEMOLITION

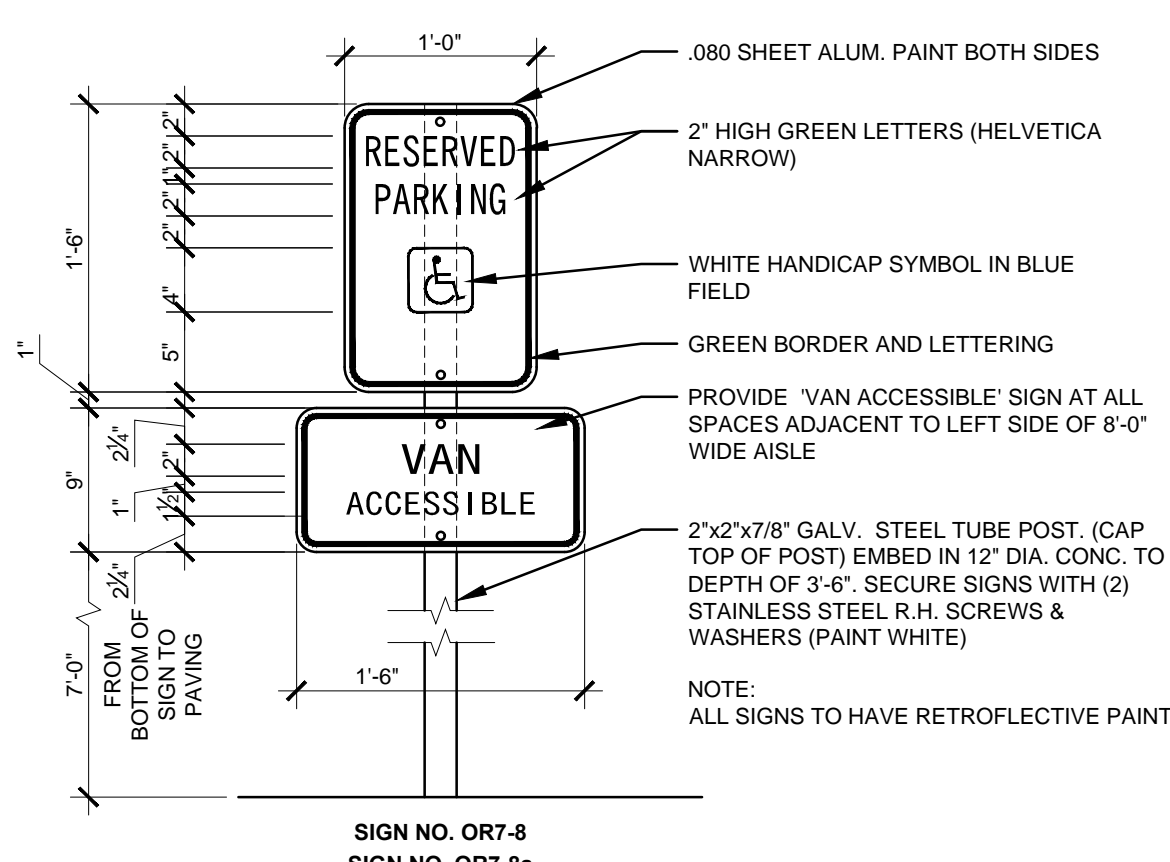
SCALE: 1"=20'-0"



3 HANDICAPPED SYMBOL

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

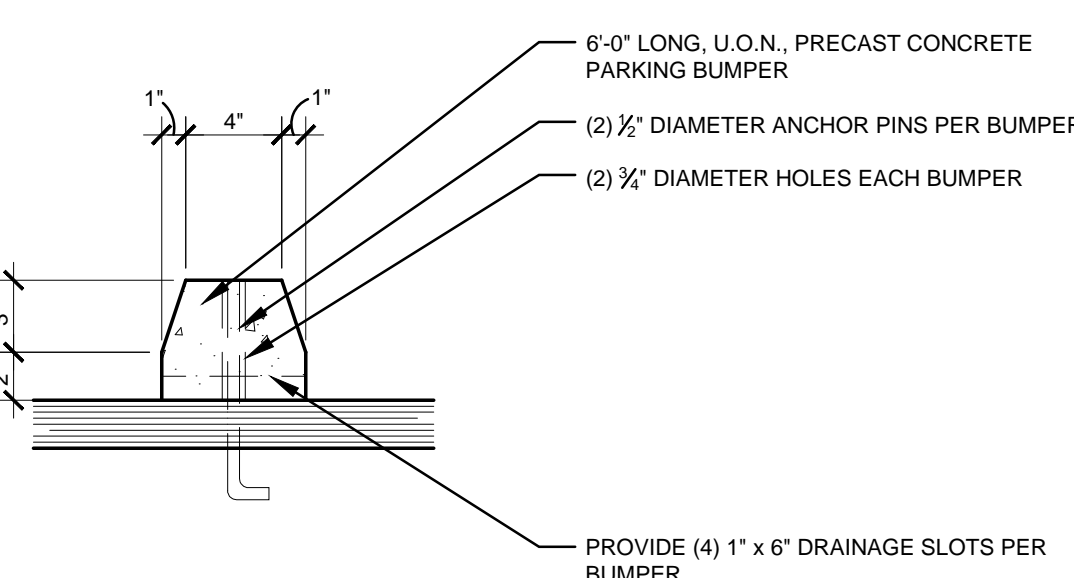
23039-A1.1-03



5 ACCESSIBLE PARKING SPACE SIGN

SCALE: 1" = 1'-0"

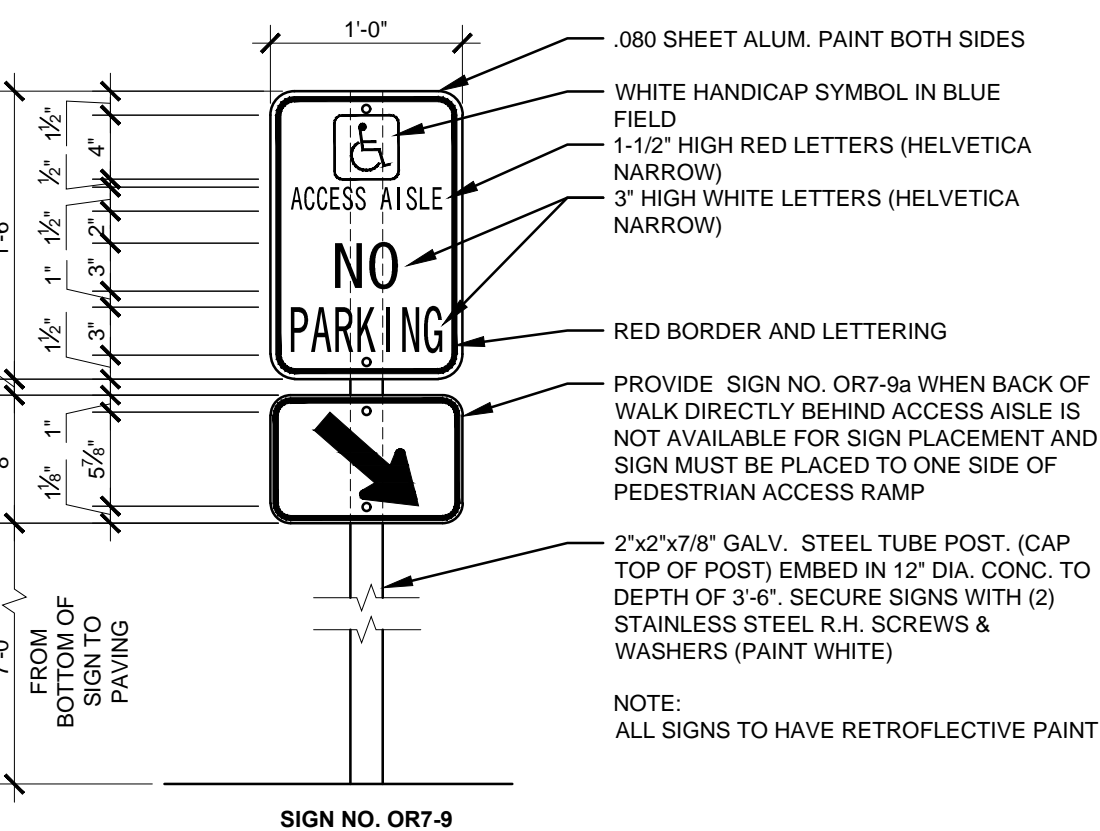
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4 CONCRETE WHEEL STOP

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

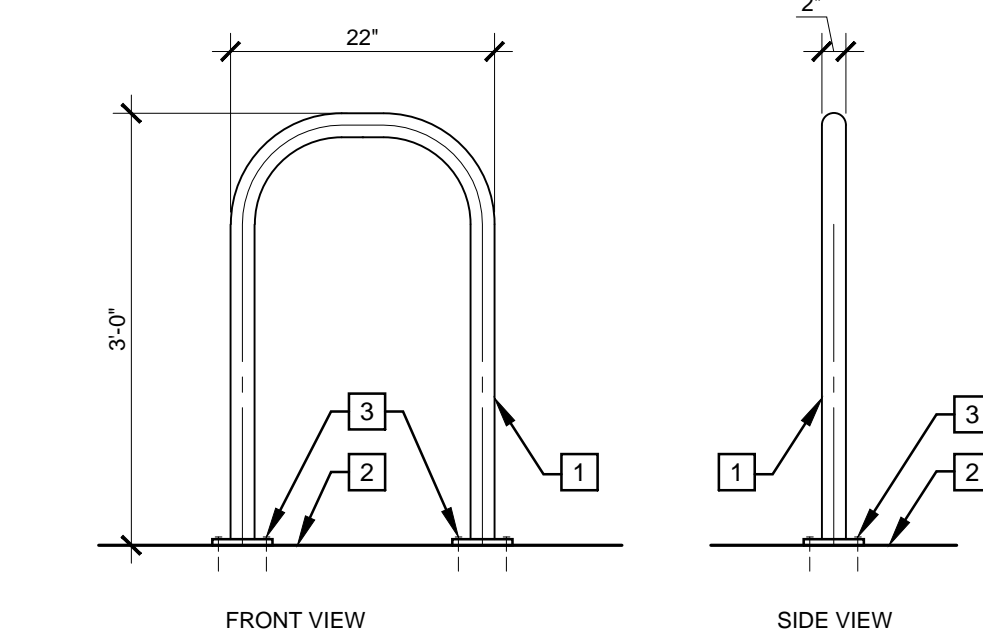
23039-A1.1-04



6 ACCESSIBLE LOADING SPACE SIGN

SCALE: 1" = 1'-0"

23039-A1.1-06

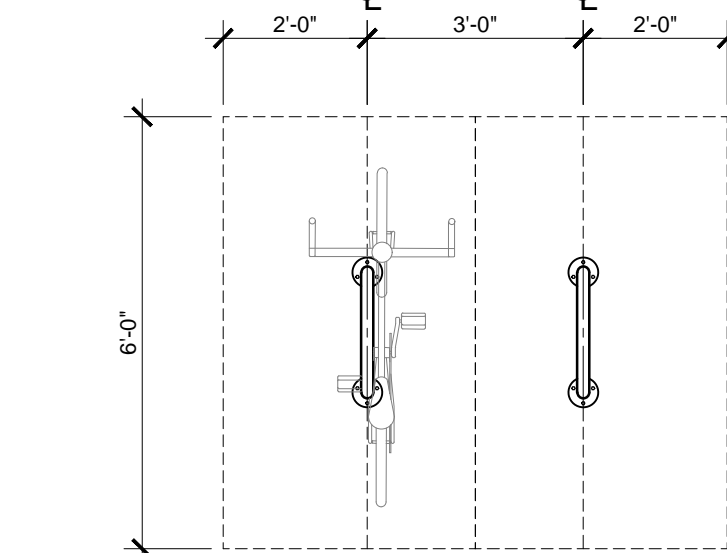


7 BIKE RACK ANCHORAGE DETAIL

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

23039-A1.1-07

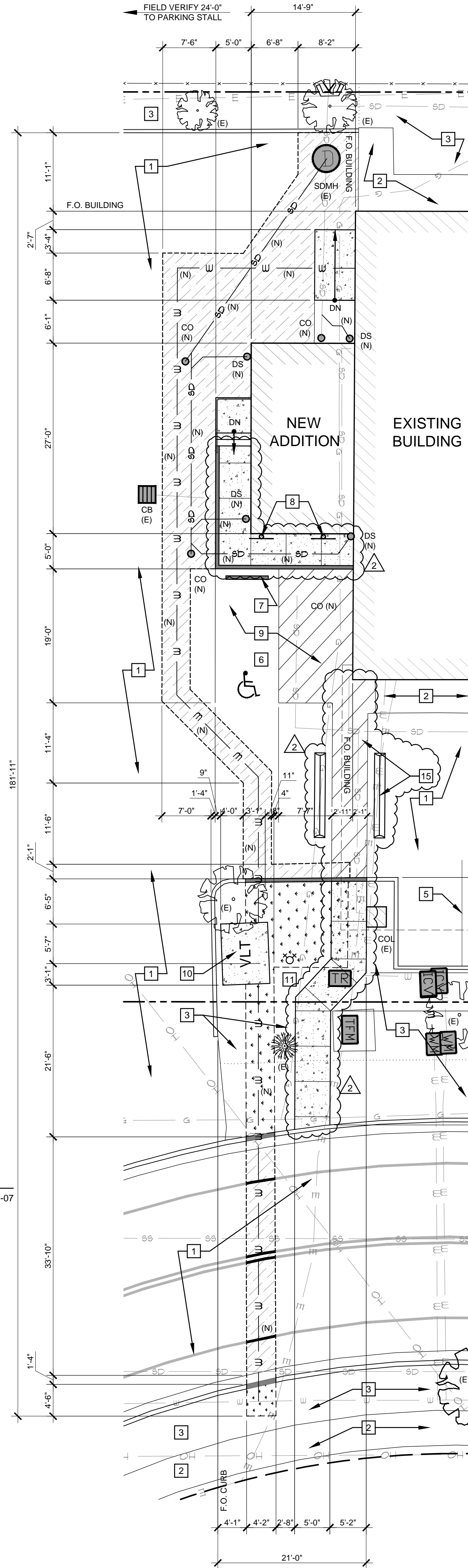
NOTE: ONLY ONE BIKE SHOWN FOR CLARITY



8 BIKE RACK PLAN

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

23039-A1.1-08



2 ENLARGED SITE PLAN - DEMOLITION

SCALE: 1"=10'-0"

GENERAL NOTES:

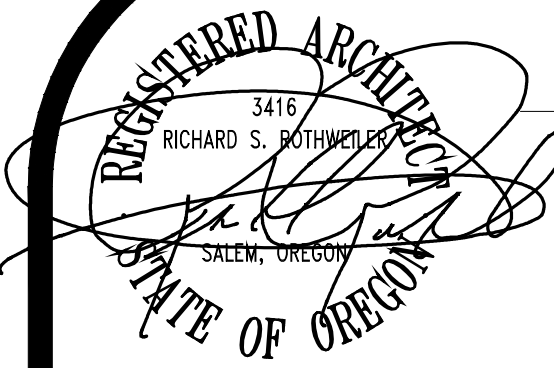
- GENERAL NOTES APPLY TO ALL DRAWINGS.
- DIMENSIONS ARE TO EXISTING FACE OF STUDS, FACE OF MASONRY AND FACE OF CONCRETE, UNLESS OTHERWISE NOTED. ("CLEAR" DIMENSION IS TO FACE OF FINISHED SURFACE).
- DRAWINGS ARE DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES 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



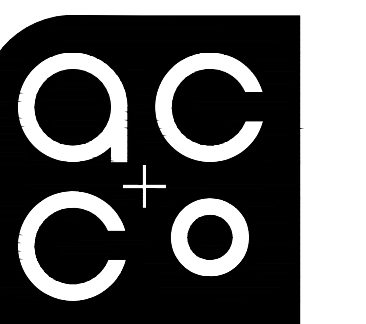
In the event conflicts are discovered between the original signed and sealed documents prepared by the Architects and/or their Consultants, and any copy of the documents transmitted by mail, fax, electronically or otherwise, the original signed and sealed documents shall govern.

JOB NO. 2023.0039

DATE SEPT 20, 2024

DRAWN CJA

REVISIONS  
2 CITY REV 03.03.2025



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SALEM, OREGON 97305

SHEET

A1.1



# MEMO

**TO:** Jacob Brown, Planner II  
Community Planning and Development Department

**FROM:** Laurel Christian, Infrastructure Planner III  
Community Planning and Development Department

**DATE:** March 14, 2025

**SUBJECT:** Infrastructure Memo  
**CLASS 2 SITE PLAN REVIEW (25-102028-PLN)**  
**1875 Fisher Road NE**  
**Kitchen Addition**

## PROPOSAL

A Class 2 Site Plan Review for site improvements and expansion of an existing nonprofit shelter, for property approximately .92 acres in size, zoned CR (Retail Commercial), and located at 1875 Fisher Road NE (Marion County Assessor's Map and Tax Lot Number: 072W19BB / 6102).

## SUMMARY OF FINDINGS

The proposed development meets applicable criteria related to public infrastructure.

## CRITERIA AND FINDINGS

SRC 220.005 indicates the criteria that must be found to exist before an affirmative decision may be made. The applicable criteria and the corresponding findings are as follows:

***SRC 220.005(f)(2)(B): The application meets all applicable standards of the UDC (Unified Development Code)***

**SRC Chapter 200 (Urban Growth Management):** SRC Chapter 200 (Urban Growth Management) requires issuance of an Urban Growth Preliminary Declaration (UGA) prior to development of property located outside the City's Urban Service Area.

**Finding:** The subject property is located inside the Urban Service Area and adequate facilities are available. No Urban Growth Area permit is required.

**SRC Chapter 601 (Floodplain):** Development in the floodplain shall be regulated to preserve and maintain the capability to the floodplain to convey the flood water discharges and to minimize danger to life and property.

**Finding:** The Floodplain Administrator has reviewed the Flood Insurance Study and Flood Insurance Rate Maps and has determined that no floodplain or floodway areas exist on the subject property.

**SRC Chapter 802 (Public Improvements):** Pursuant to SRC 802.015 all development shall be served by city utilities that are designed and constructed according to all applicable provisions of the Salem Revised Code (SRC) and the Public Works Design Standards (PWDS).

The existing conditions of public utilities available to serve the subject property are described in the following table:

Utilities	
Type	Existing Conditions
Water	Water Service Level: G-0
	An 8-inch water main is located in Fisher Road NE.
Sanitary Sewer	An 8-inch sanitary sewer main is located in Fisher Road NE.
Storm Drainage	A 12-inch storm main is located in Fisher Road NE.

**Finding:** The water, sewer, and storm infrastructure are available within surrounding streets/areas and appear to be adequate to serve the proposed development. At time of building permit review, the applicant shall Design and construct all utilities (sewer, water, and storm drainage) according to the PWDS and to the satisfaction of the Public Works Director. Construction plans shall be approved and secured per SRC Chapter 77 prior to building permit issuance, and the improvements shall be completed and accepted to the satisfaction of the Public Works Director prior to occupancy.

**SRC Chapter 71 – Stormwater:** The proposed development is subject to SRC Chapter 71 and the revised Public Works Design Standards (PWDS) as adopted in Administrative Rule 109, Division 004.

**Finding:** The applicant shall be required to design and construct a storm drainage system in compliance with SRC Chapter 71 and PWDS at the time of development. The application shall provide an evaluation of the connection to the approved point of discharge for new areas of impervious surface per SRC 71.075.

**SRC Chapter 803 (Street and Right-of-way Improvements):** Pursuant to SRC 803.025, except as otherwise provided in this chapter, right-of-way width and pavement width for streets and alleys shall conform to the standards set forth in Table 803-1

(Right-of-way Width) and Table 803-2 (Pavement Width). In addition, SRC 803.040 requires dedication of right-of-way for, and construction or improvement of, boundary streets up to one-half of the right-of-way and improvement width specified in SRC 803.025 as a requirements for certain development.

The existing conditions of streets abutting the subject property are described in the following table:

Streets			
Street Name		Right-of-way Width	Improvement Width
Fisher Road NE (Collector)	Standard:	60-feet	34-feet
	Existing Condition:	60-feet	34-feet

**Finding:** The subject property abuts Fisher Road NE along the eastern property boundary. Fisher Road NE is classified as a collector street according to the Salem Transportation System Plan (TSP). Fisher Road NE has adequate right-of-way width and pavement width according to SRC Chapter 803; however, lacks sidewalks and street trees along the property frontage. The City has a planned Capital Improvement Project (CIP) which will construct streetscape improvements along the frontage of the property (CIP: 1529). Therefore, improvements along Fisher Road NE are not required as part of the development per SRC 803.040(d)(1).

**SRC 804 (Driveway Approaches):** Development standards for Driveway Approaches are established in SRC chapter 804 to ensure safe, orderly, and efficient movement of vehicles from the public way to private property.

**Finding:** The development site is served by two existing driveway approaches onto Fisher Road NE. existing driveway approaches serving the site meet applicable sections of SRC Chapter 804 and does not warrant modification.

**SRC 805 (Vision Clearance):** SRC Chapter 805 establishes vision clearance standards in order to ensure visibility for vehicular, bicycle, and pedestrian traffic at the intersections of streets, alleys, flag lot accessways, and driveways.

**Finding:** The proposed building addition does not cause a vision clearance obstruction per SRC Chapter 805.

**SRC Chapter 809 (Wetlands):** Grading and construction activities within wetlands are regulated by the Oregon Department of State Lands (DSL) and US Army Corps of Engineers. State and Federal wetlands laws are also administered by the DSL and Army Corps, and potential impacts to jurisdictional wetlands are addressed through application and enforcement of appropriate mitigation measures. SRC Chapter 809 establishes requirements for notification of DSL when an application for development is received in an area designated as a wetland on the official wetlands map.

**Finding:** According to the Salem-Keizer Local Wetland Inventory (LWI) the subject property does not contain any wetland areas or hydric soils.

**SRC Chapter 810 (Landslide Hazards):** The City's landslide hazard ordinance (SRC Chapter 810) establishes standards and requirements for the development of land within areas of identified landslide hazard susceptibility.

**Finding:** According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no mapped landslide hazard areas on the subject property.

Prepared by: Laurel Christian, Infrastructure Planner III  
cc: File