


TO: Abigail Pedersen, Planner I
Community Planning and Development Department

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

DATE: March 21, 2025

SUBJECT: **Infrastructure Memo**
CLASS 2 SITE PLAN REVIEW (25-105398-PLN)
3170 Market Street NE
Addition and Change of Use for Convivence Store

PROPOSAL

A Class 2 Site Plan Review for interior and exterior tenant improvements and a change of use to Retail Sales. The subject property is 13,939 square feet in size, zoned MU-III (Mixed Use III) located at 3170 Market Street NE (Marion County Assessors Map and Tax Lot number: 073W24AC / 3100).

SUMMARY OF FINDINGS

1. **Pursuant to SRC 800.040:** The property is subject to a special setback equal to 48-feet from the centerline of Market Street NE. Any new parking located within the special setback requires a Removal Agreement per SRC 800.040(e) at time of Building Permit.

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
	A 10-inch water main is located in Market Street NE.
	A 6-inch water main is located in Savage Road NE.
Sanitary Sewer	A 10-inch sanitary sewer main is located in Market Street NE.
	An 8-inch sanitary sewer main is located in Savage Road NE.
Storm Drainage	18-inch storm mains are located in Market Street NE and Savage 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 800.040. (Special Setbacks): SRC 800.040 establishes special setbacks for the eventual widening of streets without creating nonconforming situations. SRC 800.040(e) allows parking areas within special setbacks with a removal agreement.

Finding: Market Street NE is classified as a major arterial street according to the Salem Transportation System Plan (TSP). Market Street NE has an existing 80-foot-wide right-of-way where 96-feet is required per SRC Table 803-1 (Right-of-way Width). The existing half-width right-of-way is 40-feet according to the Marion County Taxmaps. The property is subject to a special setback equal to 48-feet from centerline along Market Street NE per SRC 800.040(b). The applicant's preliminary site plan shows a special setback line along Market Street NE but does not specify where the special setback is being measured from. There is one new ADA parking space along Market Street NE that may be within the special setback. Per SRC 800.040(e), a removal agreement for this parking space would be required at time of Building Permit application.

Pursuant to SRC 800.040: The property is subject to a special setback equal to 48-feet from the centerline of Market Street NE. Any new parking located within the special setback requires a Removal Agreement per SRC 800.040(e) at time of Building Permit.

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
Market Street NE (Major Arterial)	Standard:	96-feet	68-feet
	Existing Condition:	80-feet	68-feet
Savage Road NE (Collector)	Standard:	60-feet	34-feet
	Existing Condition:	64-feet	44-feet

Finding: The subject property abuts Market Street NE along the northern property boundary; this street is classified as a major arterial street according to the Salem Transportation System Plan (TSP). The existing condition of Market Street NE does not

meet current standards for its classification of street per the *Salem Transportation System Plan* for right-of-way width. The proposal will convert an existing structure to a Convenience Store and includes a 175-square-foot addition to the existing 1,105 sq. ft. structure. Pursuant to SRC 803.040(d)(3), the building addition does not result in enlargement of the structure in excess of 50-percent the gross building area. Therefore, boundary street improvements, including right-of-way dedication, are not required (Pursuant to SRC 803.040(d)(3)). As described above, the property is subject to a special setback equal to 48-feet from the centerline of Market Street NE to allow for future street widening. The existing street system is adequate to serve the proposed development.

The subject property abuts Savage Road NE along the eastern property boundary; this street is classified as a collector street according to the Salem TSP. Savage Road NE meets the minimum right-of-way and improvement widths required by SRC Chapter 803. Additional improvements are not required along Savage Road NE.

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 an existing driveway approach onto Market Street NE and Savage Road NE. The applicant's plans show that one existing driveway approach onto market Street NE will be permanently closed as it will no longer serve the vehicle use area, which is planned to be replaced with landscaping. Per SRC 804.035(c)(1) driveway approaches are only permitted to provide access to a permitted vehicle use area. As the vehicle use area is being replaced with landscaping, the approach will no longer serve a vehicle use area and the driveway is required to be permanently closed, as shown on the applicant's plans.

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 proposal 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