

TO: Quincy Miller, 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
SPR25-08 (24-121947-PLN)
1317 State Street
Building Addition

PROPOSAL

A Class 3 Site Plan Review for the addition of a 3,622 square foot event space, a 625 square foot addition of a kitchen and restrooms, and parking lot reconfiguration for an existing Retail Sales use building. The subject property is approximately 0.53 acres in size, zoned MU-I (Mixed Use-I), and located at 1317 State Street (Marion County Assessors Map and Tax Lot number: 073W26BD / 04400).

CONDITIONS OF APPROVAL

1. As shown on the applicant's plans, permanently close the unused driveway approaches onto State Street and replace with curb and sidewalk

SITE PLAN REVIEW DECISION CRITERIA

The following Code references indicate 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)(3)(A) The application meets all applicable standards of the UDC (*Unified Development Code*)

Finding—As proposed and conditioned in the findings within the memo, the development meets all the applicable standards in the UDC as follows:

City Utility Infrastructure Standards

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

Code authority references are abbreviated in this document as follows: *Salem Revised Code* (SRC); *Public Works Design Standards* (PWDS); *Salem Transportation System Plan* (Salem TSP); and *Stormwater Management Plan* (SMP).

| Utilities & Parks | |
|-------------------|---|
| Type | Existing Conditions |
| Water | Water Service Level: G-0 |
| | A 6-inch water main is located in State Street. |
| | A 10-inch water main is located in 13 th Street SE. |
| Sanitary Sewer | An 8-inch sanitary sewer main is located in 13 th Street SE. |
| Storm Drainage | A 10-inch storm main is located in State Street. |

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 Land Use Application was accepted for review on October 28, 2024. The proposed development is subject to the Stormwater Code and Standards applicable at time of application acceptance. The stormwater code in effect at time of application acceptance requires green stormwater infrastructure for projects which involve 10,000 sq. ft. or more of new and replaced impervious surface per SRC Chapter 71. The applicant's Architect submitted a calculation showing the new and replaced impervious surface does not exceed the 10,000 sq. ft. threshold; therefore, green stormwater infrastructure is not required for the development, based on the plans submitted for the Land Use Application. Confirmation of the new and replaced impervious area will be completed at time of Building Permit application. 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. The applicant's Architect submitted a statement demonstrating compliance with SRC Chapter 71 because the project involves less than 10,000 square feet of new or replaced impervious surface.

SRC 802 – Public Improvements:

▪ ***Development to be served by City utilities:***

SRC 802.015 requires development to be served by City utilities designed and constructed according to all applicable provisions of the Salem Revised Code and

Public Works Design Standards (PWDS).

Finding: Public water, sanitary sewer, and stormwater infrastructure is available along the perimeter of the site and appears to be adequate to serve the property as shown on the applicant's preliminary utility plan. 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. The applicant is advised that a sewer monitoring manhole may be required, and the trash area shall be designed in compliance with Public Works Standards.

City Street and Right-of-way Standards

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

| Streets | | | |
|---|---------------------|--------------------|-------------------|
| Street Name | | Right-of-way Width | Improvement Width |
| State Street (Major Arterial*) | Standard: | 88-feet | 64-feet |
| | Existing Condition: | 100-feet | 64-feet |
| 13 th Street SE (Major Arterial*) | Standard: | 60-feet | 34-feet |
| | Existing Condition: | 60-feet | 34-feet |
| *These major arterial roadways have reduced right-of-way and improvement widths per Appendix G of the Salem Transportation System Plan (TSP). | | | |

SRC 803 – Street and Right-of-way Improvements

▪ Boundary Street 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 condition of approval for certain development.

Finding: The subject property abuts State Street along the southern property boundary; this street is classified as a major arterial street according to the Salem Transportation System Plan (TSP). The subject property abuts 13th Street SE along the western property boundary; this street is classified as a major arterial street according to the Salem TSP. These major arterial roadways have reduced right-of-way and improvement widths per Appendix G of the Salem Transportation System Plan (TSP). State Street and 13th Street SE along the property frontage meets the minimum right-of-way width and pavement width standards established in the Salem TSP; therefore, additional right-of-way and pavement improvements along State Street and 13th Street are not required.

The City of Salem has a planned Capital Improvement Project (CIP) along State Street and 13th Street SE (CIP 1522). The CIP project will provide pavement rehabilitation and striping reconfiguration to one travel lane in each direction with a center-turn lane and bike lanes. Work also includes streetscape improvements including sidewalks and street trees. The CIP project is anticipated to be constructed in FY 2028-2029. Per SRC 803.040(d)(1) the proposed development is not required to replace the sidewalks along the frontage of the property or provide street trees, as these elements will be provided as part of the City's CIP project.

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 an existing driveway approach onto 13th Street SE. The existing driveway approach onto 13th Street SE serving the site meets applicable sections of SRC Chapter 804 and does not warrant modification.

There are two existing driveway approaches onto State Street that serve the existing development site. The applicant's plans show a new building where these driveway approaches are located. Per SRC 804.035(c)(1) driveway approaches are only permitted onto arterial roadways which serve permitted vehicle use areas. Upon construction of the building, the driveway approaches will no longer serve a vehicle use area. As such, they are required to be permanently closed and replaced with curb and sidewalk as a condition of approval.

Condition: As shown on the applicant's plans, permanently close the unused driveway approaches onto State Street and replace with curb and sidewalk.

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 proposal does not cause a vision clearance obstruction per SRC Chapter 805.

Natural Resources

SRC 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: 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 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.

SRC 220.005(f)(3)(B) The transportation system into and out of the proposed development conforms to all applicable city standards.

Finding: Access to the proposed development will be provided by the network of existing public streets that surround the property. The street system in and adjacent to the development will provide for the safe, orderly, and efficient circulation of traffic to and from the development. This criterion is met.

SRC 220.005(f)(3)(C) The proposed development mitigates impacts to the transportation system consistent with the approved traffic impact analysis, where applicable.

Finding: The proposed development generates less than 1,000 average daily vehicle trips to the arterial street system. Therefore, a Traffic Impact Analysis is not required as part of the proposed subdivision submittal per SRC 803.015(b)(1) and this criterion is not applicable.

Criteria: SRC 220.005(f)(3)(D) The proposed development will be served with City water, sewer, storm drainage, and other utilities.

Finding: The Development Services division reviewed the proposal and determined that water, sewer, and storm infrastructure are available and appear to be adequate to serve the lots within the proposed development, subject to the conditions of approval established in this decision. This approval criterion is met.

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