

NOTICE OF DECISION

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

DECISION OF THE PLANNING ADMINISTRATOR

CLASS 3 SITE PLAN REVIEW CASE NO.: SPR25-08

APPLICATION NO.: 24-121947-PLN

NOTICE OF DECISION DATE: April 21, 2025

REQUEST: 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 Assessor's Map and Tax Lot number: 073W26BD / 04400).

APPLICANT: Sky Lanigan, on behalf of Ana Oregel Hernandez

LOCATION: 1317 State St, Salem OR 97301

CRITERIA: Salem Revised Code (SRC) Chapter 220.005(f)(3) – Class 3 Site Plan Review

FINDINGS: The findings are in the attached Decision dated April 21, 2025.

DECISION: The **Planning Administrator APPROVED** Class 3 Site Plan Review Case No. SPR25-08 subject to the following conditions of approval:

- Condition 1:** Prior to issuance of buildings permits, PLA25-11 shall be recorded.
- Condition 2:** Prior to issuance of building permits, the modified vehicle use area shall have a minimum five-foot setback per Table 533-4.
- Condition 3:** At building permit review, provide detailed plans of the solid waste service area meeting the applicable standards of SRC 800.055.
- Condition 4:** To prevent vehicle access to the adjacent property, a curb shall be installed along the length of the drive aisle abutting the adjacent property.
- Condition 5:** As shown on the applicant's plans, permanently close the unused driveway approaches onto State Street and replace with curb and sidewalk.

The rights granted by the attached decision must be exercised, or an extension granted, by May 7, 2029, or this approval shall be null and void.

Application Deemed Complete:	<u>March 11, 2025</u>
Notice of Decision Mailing Date:	<u>April 21, 2025</u>
Decision Effective Date:	<u>May 7, 2025</u>
State Mandate Date:	<u>July 9, 2025</u>

Case Manager: Quincy Miller, Planner I, qmillier@cityofsalem.net, 503-584-4676

This decision is final unless written appeal and associated fee (if applicable) from an aggrieved party is filed with the City of Salem Planning Division, Room 320, 555 Liberty Street SE, Salem OR 97301, or by email at planning@cityofsalem.net, no later than 5:00 p.m., Tuesday, May 6, 2025. The notice of appeal must contain the information required by SRC 300.1020 and must state where the decision failed to conform to the provisions of the applicable code section, SRC Chapter 220. The appeal fee must be paid at the time of filing. If the appeal is untimely and/or lacks the proper fee, the appeal will be rejected. The Hearings Officer will review the appeal at a public hearing. After the hearing, the Hearings Officer may amend, rescind, or affirm the action, or refer the matter to staff for additional information.

The complete case file, including findings, conclusions and conditions of approval, if any, is available for review by contacting the case manager, or at the Planning Desk in the Permit Application Center, Room 305, City Hall, 555 Liberty Street SE, during regular business hours.

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

BEFORE THE PLANNING ADMINISTRATOR OF THE CITY OF SALEM

DECISION

IN THE MATTER OF APPROVAL OF)	FINDINGS & ORDER
CLASS 3 SITE PLAN REVIEW)	
CASE NO. SPR25-08)	
1317 STATE ST)	April 21, 2025

In the matter of the application for a Class 3 Site Plan Review, submitted by the applicant's representative, Sky Lanigan, on behalf of the applicant and property owner, Ana Oregel Hernandez, the Planning Administrator, having received and reviewed evidence and the application materials, makes the following findings and adopts the following order as set forth herein.

REQUEST

Summary: A building addition and parking lot reconfiguration for an existing *retail sales* use.

Request: A Class 3 Site Plan Review for the addition of a 4,045 square foot event space, a 665 square foot *retail sales* addition, 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).

A vicinity map illustrating the location of the property is attached hereto and made a part of this staff report (**Attachment A**).

PROCEDURAL FINDINGS

1. Background

On October 28, 2024, an application for a Class 2 Site Plan Review was filed for the proposed development. The applicant requested the application be processed as a Class 3 Site Plan Review on March 4, 2025. After additional information was provided, the application was deemed complete for processing on March 11, 2025. The 120-day state mandated decision deadline for this application is July 9, 2025.

The applicant's proposed site plans are included as **Attachment B**, with all other submitted material accessible online as indicated below.

SUBSTANTIVE FINDINGS

2. Summary of Record

The following items are submitted to the record and are available: 1) all materials and testimony submitted by the applicant, including any applicable professional studies such as traffic impact analysis, geologic assessments, stormwater reports, and; 2) materials, testimony, and comments from public agencies, City Departments, neighborhood associations, and the public. All application materials are available on the City's online Permit Application Center at <https://permits.cityofsalem.net>. You may use the search function without registering and enter the permit number listed here: 24 121947.

3. Neighborhood Association and Public Comments

The subject property is located within the boundaries of the Northeast Neighbors (NEN) Neighborhood Association.

Applicant Neighborhood Association Contact: SRC 300.310 requires an applicant to contact the neighborhood association(s) whose boundaries include, and are adjacent to, property subject to specific land use application requests. Pursuant to SRC 300.310(b)(1), land use applications included in this proposed consolidated land use application request require neighborhood association contact. The current chair and land use chair were notified March 11, 2025.

Neighborhood Association Comment: Notice of the application was provided to the Northeast Neighbors Neighborhood Association (NEN), Southeast Salem Neighborhood Association (SESNA), and Central Area Neighborhood Development Organization (CAN-DO) pursuant to SRC 300.520(b)(1)(B)(v), which requires notice to be sent to any City-recognized neighborhood association whose boundaries include, or are adjacent to, the subject property. As of the date of completion of this decision, no comments have been received from these neighborhood associations.

Homeowner's Association: The subject property is not located within a Homeowner's Association.

Public Comment: Notice was also provided, pursuant to SRC 300.520(b)(1)(B)(iii), (vi), & (vii), to all property owners and tenants within 250 feet of the subject property. As of the date of completion of this decision, no public comments have been received.

4. City Department Comments

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

Building and Safety: Reviewed the proposal and indicated that *an accessible route needs to be maintained per Chapter 11 of the 2022 OSSC, and that parking needs to meet the standards of the 2018 OTC*.

Fire Department: Reviewed the proposal and indicated no concerns.

Staff Response: The applicant is responsible for addressing these comments during the building permit process.

5. Public Agency Comments

Portland General Electric (PGE) – Reviewed the proposal and provided comments which are available in the record.

DECISION CRITERIA FINDINGS

6. Analysis of Class 3 Site Plan Review Approval Criteria

Salem Revised Code (SRC) 220.005(f)(3) provides that an application for a Class 3 Site Plan Review shall be granted if the following criteria are met. The following subsections are organized with approval criteria, followed by findings of fact upon which the decision is based. Lack of compliance with the following criteria is grounds for denial or for the issuance of conditions of approval to satisfy the criteria.

SRC 220.005(f)(3)(A): The application meets all applicable standards of the UDC;

Finding: The proposal includes an addition of approximately 4,045 square feet of *commercial entertainment-indoors* use and 665 square feet of *retail sales* use to an existing 4,190 square foot *retail sales* use building, along with a parking lot reconfiguration and site improvements.

The property consists of two discrete units of land totaling 0.53 acres (approximately 23,000 square feet) in size, which are proposed to be consolidated with a Property Line Adjustment, Case No. PLA25-11. The proposed plans in this decision will be reviewed according to the consolidated property following the Property Line Adjustment. The property is zoned MU-I (Mixed Use-I); therefore, the proposed development is subject to the use and development standards of the MU-I zone per SRC Chapter 533. The proposed development conforms to SRC Chapter 533 and all other applicable development standards of the UDC and Salem Revised Code as follows.

ZONING AND DEVELOPMENT STANDARDS

SRC Chapter 533 – MU-I (Mixed Use-I) Zone

SRC 533.010(a) – Uses.

The permitted (P), special (S), conditional (C), and prohibited (N) uses in the MU-I zone are set forth in Table 533-1.

Finding: The existing and proposed *retail sales* use and proposed addition of *commercial entertainment-indoor* use are both permitted outright in the MU-I zone. This standard is met.

SRC 533.015(a) – Lot Standards.

Lots within the MU-I zone shall conform to the standards set forth in Table 533-2.

Finding: There is no minimum lot size, lot width or lot depth for all uses in the MU-I zone. The property is exceeding the minimum 16-foot street frontage standard. This standard is met.

SRC 533.015(b) – Dwelling Unit Density.

Development within the MU-I zone that is exclusively residential or single-room occupancy shall have a minimum density of 15 dwelling units per acre.

Finding: The proposed development is not residential; therefore, this standard does not apply.

SRC 533.015(c) – Setbacks.

Setbacks within the MU-I zone shall be provided as set forth in Table 533-3 and Table 533-4.

Abutting Street/Alley

Finding: The property is abutting State Street on the southern side and 13th Street NE on the western side. Both of these streets are classified as Major Arterials in the Salem Transportation System Plan (TSP). A maximum setback of ten feet for buildings applies if the setback area is used for pedestrian amenities. The building addition is setback approximately six feet from the property line abutting State Street, meeting the standard. The existing vehicle use area and building along 13th Street NE is not being modified.

Interior Property Lines

North and East: The northern and eastern sides of the property are abutting MU-I zoned property. There is no minimum setback for buildings and accessory structures, though vehicle use areas have a minimum five-foot setback with Type A landscaping.

Finding: The proposed development spans across the existing eastern property line, which is proposed to be eliminated with Property Line Adjustment PLA25-11, which will consolidate the properties. Therefore, in order to ensure the setback is met, the following Condition applies:

Condition 1: Prior to issuance of buildings permits, PLA25-11 shall be recorded.

The proposed vehicle use area abutting the eastern property line is shown not meeting the minimum five-foot vehicle use area setback. Therefore, the following Condition applies:

Condition 2: Prior to issuance of building permits, the modified vehicle use area shall have a minimum five-foot setback per Table 533-4 and landscaped to a Type A standard per SRC Chapter 807.

SRC 533.015(d) – Lot Coverage; Height; Building Frontage.

Buildings and accessory structures within the MU-I zone shall conform to the lot coverage, height, and building frontage standards set forth in Table 533-5.

Finding: There is no maximum lot coverage requirement for all uses in the MU-I zone, with new buildings required to be a minimum of 20 feet tall and a maximum height of 65 feet tall. The applicant's plans indicate the roof of the building is more than 20 feet tall, meeting the standard.

SRC 533.015(e) – Parking.

Off-street parking shall not be located on a new standalone surface parking lot in the MU-I zone or MU-II zone.

Finding: No standalone surface parking is proposed; therefore, this standard is not applicable.

SRC 533.015(f) – Landscaping.

- (1) *Setback areas.* Setbacks, except setback areas abutting a street that provide pedestrian amenities or horizontal separation pursuant to SRC 533.015(h), 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.

Finding: There are no applicable building setbacks requiring landscaping for the proposed development. The modified vehicle use areas will be landscaped per SRC Chapters 806 and 807 as conditioned below. This standard is met.

SRC 533.015(g) – Continued Development. Buildings and structures existing within the MU-I zone on September 12, 2018, that would be made non-conforming development by this chapter are hereby deemed continued development. The owner shall have the burden to demonstrate continued development status under this subsection.

- (1) *Single-Family Uses.*
- (2) *All Other Uses.* Continued development, housing a use other than a continued single-family use, may be structurally altered, enlarged, or rebuilt following damage or destruction, provided such alteration, enlargement, or rebuilding conforms to the following standards:
 - (A) *Minor Alterations.* Exterior alterations to buildings that alter less than 20 percent of an existing building facade area facing a primary street are exempt from all of the development standards in this chapter. Such alterations shall not increase the building facade's nonconformity to the pedestrian-oriented design standards in Table 533-6.
 - (B) *Minor Additions.* Additions to buildings that enlarge or alter an existing building facade area facing a primary street by less than 20 percent are exempt from all of the development standards in this chapter except for interior setbacks, parking, landscaping, and maximum height standards. Such additions shall not increase the building facade's nonconformity to the pedestrian-oriented design standards in Table 533-6.
 - (C) *Major Alterations.* Exterior alterations to buildings that alter between 20 percent and 60 percent of an existing building facade area facing a primary street shall decrease that building facade's nonconformity to all pedestrian-oriented design standards in Table 533-6 that are applicable to that alteration. Such alterations are exempt from all other development standards in this chapter.
 - (D) *Major Additions.* Additions to buildings that enlarge or alter an existing building facade area facing a primary street by between 20 percent and 60 percent shall:
 - (i) Comply with a minimum of three of the pedestrian-oriented design standards in Table 533-6; or
 - (ii) Comply with a minimum of one of the pedestrian-oriented design standards in Table 533-6 and add perimeter landscaping in vehicle use areas if such landscaping is not already required under SRC 533.015(f).For the purposes of [SRC] 533.015(g)(2)(D)(i) and (ii), the pedestrian-oriented design standards in Table 533-6 shall apply to the addition. Major additions must meet all other development standards in this chapter except for building frontage, maximum setback abutting a street, and minimum height.
 - (E) *Substantial Alterations.* Exterior alterations to buildings that alter more than 60 percent of an existing building facade area facing a primary street shall meet all applicable

pedestrian-oriented design standards in Table 533-6. Such alterations are exempt from all other development standards in this chapter.

- (F) *Substantial Additions or Redevelopment.* Additions to buildings that enlarge or alter an existing building facade area facing a primary street by more than 60 percent shall meet all applicable development standards in this chapter. Continued development that is rebuilt following damage or destruction shall meet all development standards in this chapter.
- (G) *Accessory Structure.* Alterations and additions to accessory structures shall meet all applicable development standards in this chapter.

Finding: The façade of the existing building has approximately 54 feet of frontage on State Street, and the proposed addition will add approximately 45 feet of frontage on State Street, effectively increasing the building façade by 85 percent. Therefore, as the addition enlarges an existing building façade area facing a primary street by more than 60 percent, the development shall meet all applicable development standards per SRC 533.015(g)(2)(F).

SRC 533.015(h) – Pedestrian-Oriented Design. Development within the MU-I zone, excluding development requiring historic design review, shall conform to the pedestrian-oriented design standards set forth in Table 533-6. Any development requiring historic design review shall only be subject to design review according to the historic design review standards or the historic design review guidelines set forth in SRC chapter 230.

Finding: The proposed development meets all applicable pedestrian-oriented design standards per Table 533-6 in the following ways. Conformance with these standards will be further reviewed at the time of building permit approval.

Ground Floor Height

Finding: The applicant's plans show the height of the event space ceiling of the addition to be 14 feet tall, meeting the standard.

Building Façade Articulation

Finding: The building façade incorporates groups of vertically oriented windows with separation in between, meeting the standard.

Ground Floor Windows

Finding: A minimum of 65 percent of the ground floor building façade is required to be windows. Per SRC 112.030(b), as the windows are at least six feet in height, the percentage of ground floor windows can be calculated by dividing the total width of windows along the ground floor of the building by the length of the ground floor of the building. Approximately 32 feet of the 45-foot five-inch façade is windows, meeting the standard.

Weather Protection

Finding: The applicant's plans show that at least 75 percent of the building addition will have awnings at least eight feet above the ground and six feet deep, meeting the standard.

Mechanical and Service Equipment

Finding: No mechanical or service equipment was shown on the applicant's site plans. Future development of mechanical or service equipment on the property is required to meet the screening standards in Table 533-6.

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 one cubic yard or larger is proposed.

Finding: The applicant is proposing a new solid waste service area located on the northeast part of the property within the off-street parking area. Preliminary plans have been provided for the solid waste service area; therefore, the following Condition applies:

Condition 3: At building permit review, provide detailed plans of the solid waste service area meeting the applicable standards of SRC 800.055.

▪ ***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 proposal includes development of a building addition greater than 200 square feet in floor area and a modification to the vehicle use area; therefore, the pedestrian access standards of SRC Chapter 800 apply.

SRC 800.065(a) – Pedestrian Connections Required.

The on-site pedestrian circulation system shall provide pedestrian connectivity throughout the development site as follows:

(1) 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's plans indicate pedestrian access is provided from the proposed development to the street via the existing pedestrian path. This standard is 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 are no transit stops abutting the development site; therefore, this standard is not applicable.

(2) *Connection Between Buildings on the same Development Site.*

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

Finding: The proposed development is an attached addition to the existing building; therefore, this section is not applicable as only one building is located on the development site.

(3) *Connection Through Off-Street Parking Areas.*

(A) *Surface parking areas.* Except as provided under subsection (a)(3)(A)(iii) 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.

(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 areas, structures, or garages greater than 25,000 square feet; therefore, this standard is not applicable.

(4) *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: There are no existing or planned paths or trails that pass through the development site. Therefore, this standard is not applicable.

(5) *Connection to Abutting Properties.* Unless exempted in SRC 800.065(5)(A) - SRC 800.065(5)(E), whenever a vehicular connection is provided from a development site to an abutting property, a pedestrian connection shall also be provided.

Finding: A vehicular connection is present between the subject property and adjacent

property. As no pedestrian connection is proposed to connect the properties, the following Condition applies:

Condition 4: To prevent vehicle access to the adjacent property, a curb shall be installed along the length of the drive aisle abutting the adjacent property.

SRC 800.065(b) – Design and materials.

Required pedestrian connections shall be in the form of a walkway or may be in the form of a plaza.

(1) Walkways shall conform to the following:

- (A) Walkways shall be paved with a hard-surface material and shall be 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 using 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.

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

Finding: The applicant's plans indicate the proposed pedestrian paths are paved with a hard-surface material and are a minimum of five feet in width. This standard is met.

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: Exterior lighting is shown on the applicant's plans to illuminate the pedestrian paths around the building. Conformance with the exterior lighting standards of SRC 800.060 will be reviewed at building permit submittal.

SRC Chapter 806 – Off-Street Parking, Loading, and Driveways

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: A *retail sales* use allows for a maximum of one parking space per 200 square feet of gross floor area on site. For the total *retail sales* use, this allows a maximum of 24 parking spaces ($4,855 / 200 = 24.3$). A *commercial entertainment-indoors* use also allows a maximum

of one parking space per 200 square feet of gross floor area on site. For the proposed *commercial entertainment-indoors* use, this allows a maximum of 20 parking spaces ($4,045 / 200 = 20.2$). Therefore, a maximum of 44 parking spaces are allowed for the proposed development. The applicant has proposed removing 15 off-street parking spaces, resulting in a total of 18 off-street parking spaces on the development site. This standard is met.

(b) *Compact Parking*. Up to 75 percent of the minimum off-street parking spaces required under this Chapter may be compact parking spaces.

Finding: No parking spaces are proposed to be compact. Therefore, this standard is not applicable.

(c) *Carpool and Vanpool Parking*. New developments with 60 or more off-street parking spaces and falling within the Public Services and Industrial use classifications, and the Business and Professional Services use category, shall designate a minimum of 5 percent of their total off-street parking spaces for carpool or vanpool parking.

Finding: There are less than 60 off-street parking spaces; therefore, this standard is not applicable.

(d) *Required electric vehicle charging spaces*. For any newly constructed building with five or more dwelling units on the same lot, including buildings with a mix of residential and nonresidential uses, a minimum of 40 percent of the off-street parking spaces provided on the site for the building shall be designated as spaces to serve electrical vehicle charging. To comply with this subsection, such spaces shall include provisions for electrical service capacity, as defined in ORS 455.417.

Finding: The proposal does not include any dwelling units; therefore, this standard is not applicable.

▪ ***Off-Street Parking and Vehicle Use Area Development Standards***

SRC 806.035(a) – General Applicability. The off-street parking and vehicle use area development standards set forth in this section apply to:

- (1) The development of new off-street parking and vehicle use areas;
- (2) The expansion of existing off-street parking and vehicle use areas, where additional paved surface is added;
- (3) The alteration of existing off-street parking and vehicle use areas, where the existing paved surface is replaced with a new paved surface; and
- (4) The paving of an unpaved area.

Finding: The off-street parking area is being modified as part of the proposed development; therefore, this section is applicable.

SRC 806.035(b) – Location.

- (1) *Generally*. Off-street parking and vehicle use areas shall not be located within required setbacks.

Finding: The proposed accessible van off-street parking space appears to be within the required five-foot vehicle use area setback. As Conditioned above, a minimum five-foot setback is required between the vehicle use area and adjacent property.

SRC 806.035(c) – Perimeter Setbacks and Landscaping.

(1) Perimeter Setbacks and Landscaping, generally.

(A) *Perimeter Setbacks.* Perimeter setbacks, as set forth in this subsection, 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.

(B) *Perimeter Landscaping.* Required perimeter setbacks for off-street parking and vehicle use areas shall be landscaped as set forth in this subsection.

Finding: The modified portion of the vehicle use area when abutting the eastern interior side property line as conditioned above requires a minimum five-foot setback and Type A landscaping. As conditioned, the standard is met.

(2) Perimeter Setbacks and Landscaping Abutting Streets. Unless a greater setback is required elsewhere within the UDC, off-street parking and vehicle use areas abutting a street shall be setback and landscaped according to one the methods set forth in this subsection.

Finding: No modifications besides restriping are proposed for the off-street parking area abutting the street. Therefore, this standard is not applicable.

(3) Perimeter Setbacks and Landscaping Abutting Interior Front, Side, and Rear Property Lines. Unless a greater setback is required elsewhere within the UDC, off-street parking and vehicle use areas abutting an interior front, side, or rear property line shall be setback a minimum of five feet. The setback shall be landscaped according to the Type A standard set forth in SRC chapter 807.

Finding: As Conditioned above, compliance with the landscaping standards for the modified portions of the off-street parking area will be reviewed at the time of building permit submittal.

(4) Setback Adjacent to Buildings and Structures. Except for drive-through lanes, where an off-street parking or vehicular use area is located adjacent to a building or structure, the off-street parking or vehicular use area shall be setback from the exterior wall of the building or structure by a minimum five-foot-wide landscape strip, planted to the Type A standard set forth in SRC chapter 807, or by a minimum five-foot-wide paved pedestrian walkway.

Finding: The modified portion of the off-street parking area adjacent to the building is setback with a five-foot-wide pedestrian walkway. This standard is met.

SRC 806.035(d) – Interior Landscaping.

(1) Interior Landscaping, generally. Interior landscaping, as set forth in this subsection, shall be required for off-street parking areas 5,000 square feet or greater in size unless otherwise excepted.

Finding: The off-street parking area is less than 5,000 square feet in size. Therefore, this standard is not applicable.

SRC 806.035(e) – Off-Street Parking Area Dimensions. Off-street parking areas shall conform to the minimum dimensions set forth in Table 806-5.

Finding: The modified portions of the off-street parking area meet the minimum dimensions. This standard is met.

SRC 806.035(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 806-6.

Finding: Per the applicant's plans, the off-street parking area has adequate room for a turnaround area. Conformance with dimensions and signage will be confirmed at the time of building permit review.

SRC 806.035(g) – Grade. Off-street parking and vehicle use areas shall not exceed a maximum grade of ten percent. Ramps shall not exceed a maximum grade of 15 percent.

Finding: The grade of the vehicle use areas is not proposed to exceed ten percent. This standard is met.

SRC 806.035(h) – Surfacing. Off-street parking and vehicle use areas shall be paved with a hard surface material; provided, however, up to two feet of the front of a parking space may be landscaped with ground cover plants. Such two-foot landscaped areas may count towards meeting interior off-street parking area landscaping requirements when provided abutting a landscape island or planter bay with a minimum width of five feet, but shall not count towards meeting perimeter setbacks and landscaping requirements.

Finding: The off-street parking area is paved with a hard surface material. This standard is met.

SRC 806.035(i) – Drainage. Off-street parking and vehicle use areas shall be adequately designed, graded, and drained according to the Public Works Design Standards, or to the approval of the Director.

Finding: Conformance with the Public Works Design Standards will be evaluated at the time of building permit review.

SRC 806.035(j) – Bumper Guards or Wheel Barriers. Off-street parking and vehicle use areas shall include bumper guards or wheel barriers so that no portion of a vehicle will overhang or project into required setbacks and landscaped areas, pedestrian accessways, streets or alleys, or abutting property.

Finding: The proposed off-street parking space adjacent to the pedestrian use area is shown to have a bumper guard. This standard is met.

SRC 806.035(k) – Off-Street Parking Area Striping. Off-street parking areas shall be striped in conformance with the off-street parking area dimension standards set forth in Table 806-6.

Finding: Conformance with this standard will be evaluated at the time of building permit review.

SRC 806.035(l) – Marking and Signage.

- (1) *Off-street parking and vehicle use area circulation.* Where directional signs and pavement markings are included within an off-street parking or vehicle use area to control vehicle movement, such signs and marking shall conform to the Manual of Uniform Traffic Control Devices.
- (2) *Compact parking.* Compact parking spaces shall be clearly marked indicating the spaces are reserved for compact parking only.
- (3) *Carpool and vanpool parking.* Carpool and vanpool parking spaces shall be posted with signs indicating the spaces are reserved for carpool or vanpool use only before 9:00 a.m. on weekdays.

Finding: Directional markings and signage will be reviewed for compliance at the time of building permit review.

SRC 806.035(m) – Lighting. Lighting for off-street parking and vehicle use areas shall not shine or reflect onto adjacent residentially zoned property, or property used for uses or activities falling under household living, or cast glare onto the street.

Finding: The property is not adjacent to any residentially zoned property. Therefore, this standard is not applicable.

SRC 806.035(n) – Additional Standards for New Off-Street Surface Parking Areas More than One Half-Acre in Size. When a total of more than one-half acre of new off-street surface parking is proposed on one or more lots within a development site, the lot(s) proposed for development shall comply with the additional standards in this subsection.

Finding: The off-street parking area is less than one half-acre in size. Therefore, this standard is not applicable.

▪ **Driveway Development Standards**

SRC 806.040 – For uses or activities other than single family, two family, three family, or four family.

- (a) *Access.* The off-street parking and vehicle use area shall have either separate driveways for ingress and egress, a single driveway for ingress and egress with an adequate turnaround that is always available, or a loop to the single point of access. The driveway approaches to the driveways shall conform to SRC Chapter 804.
- (b) *Location.* Driveways shall not be located within required setbacks, except where the driveway provides access to the street, alley, or abutting property; or where the driveway is a shared driveway located over the common lot line and providing access to two or more uses.
- (c) *Perimeter Setbacks and Landscaping.* Perimeter setbacks shall be required for driveways abutting streets, and abutting interior front, side, and rear property lines.

- (d) *Dimensions*. Driveways shall conform to the minimum width set forth in Table 806-8.
- (e) *Surfacing*. Except as otherwise provided in this subsection, all driveways shall be paved with a hard surface material.

Finding: Pursuant to SRC 806.040(d), Table 806-7, two-way driveways are required to have a minimum width of 22 feet. The development site is served by a 26-foot-wide two-way driveway on 13th Street NE, with the existing driveway on State Street to be closed with the proposed development. 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 proposal is for an addition of *retail sales* and *commercial entertainment-indoors* use to an existing *retail sales* use for a site that has no existing bicycle parking on site; therefore, this section is applicable.

SRC 806.050 – Proximity of Bicycle Parking to use or Activity Served.

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 806-9.

Finding: A *retail sales* use requires the greater of four bicycle parking spaces, or one bicycle parking space per 10,000 square feet of gross floor area on site. For the total *retail sales* use, this requires a minimum of four bicycle parking spaces ($4,855 / 10,000 = 0.5$). A *commercial entertainment-indoors* use requires the greater of four bicycle parking spaces, or one bicycle parking space per 500 square feet of gross floor area on site. For the proposed *commercial entertainment-indoors* use, this requires a minimum of nine bicycle parking spaces ($4,045 / 500 = 8.09$). Therefore, a total of 12 bicycle parking spaces are required. The applicant's site

plan shows that 12 bicycle parking spaces (six bicycle racks) will be provided for the proposed development, for a total of 12 bicycle parking spaces. Therefore, this standard is met.

SRC 806.060 – Bicycle Parking Development Standards.

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 areas shall be located within a convenient distance of, and shall be clearly visible from, the primary building entrance. In no event shall bicycle parking areas be located more than 50 feet from the primary building entrance.

Finding: The site plan indicates the proposed bicycle parking is within 50 feet of a primary entrance; 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: The bicycle racks will have direct access to the primary building entrance and to the public right-of-way through the existing pedestrian paths. This standard is met. Further conformance with this standard will be verified at the time of building permit review.

(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 806-10.
- (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: The applicant's plans illustrate each rack with a six-foot length, and two-foot width on either side of the rack, meeting the required dimensions. This standard is met. Further conformance with this standard will be verified at the time of building permit review.

- (d) Surfacing.* Where bicycle parking is located outside a building, the bicycle parking area shall consist of a hard surface material.

Finding: The proposed bicycle parking spaces will be located on new hard surface material. Further conformance with this standard will be verified at the time of building permit review.

(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 a minimum of six inches horizontally apart, 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 806-12.

Finding: The applicant has indicated inverted style bike racks will be provided for the short-term bicycle parking spaces, meeting the standard. Plans for the new bicycle racks will be further reviewed for conformance with the requirements of this section at the time of building permit review.

▪ **Off-Street Loading Areas**

SRC 806.065 – Off-Street Loading Areas; When Required.

- (a) *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.
- (b) *Applicability to nonconforming off-street loading area.* When off-street loading is required to be added to an existing off-street loading 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.

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 not less than those set forth in Table 806-11.

Finding: Neither *retail sales* nor *commercial entertainment-indoors* uses require a loading space if less than 5,000 square feet in gross floor area. As there is less than 5,000 square feet of *retail sales* use and less than 5,000 square feet of commercial entertainment-indoors use, no loading space is required. This standard is met.

SRC Chapter 807 – Landscaping

All required setbacks shall be landscaped with a minimum of one 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 modified portion of the off-street parking area has approximately 36 feet adjacent to the eastern property line abutting the MU-I zone. As vehicle use areas require a minimum five-foot setback with Type A Landscaping, approximately 180 square feet of landscaping is required, requiring nine plant units (PUs). As conditioned above, the modified vehicle use area

shall have a minimum five-foot setback with Type A landscaping, meeting the standard. Further conformance with Type A landscaping standards will be verified at the time of building permit 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 with adequate facilities available. Therefore, this section is not applicable and 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 Chapter 802 – Public Improvements

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

Utilities & Parks	
Type	Existing Conditions
Water	Water Service Level: G-0
	A six-inch water main is located in State Street
	A ten-inch water main is located in 13 th Street SE

Sanitary Sewer	An eight-inch sanitary sewer main is located in 13 th Street SE
Storm Drainage	A ten-inch storm main is located in State Street

▪ ***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.

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

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
13th 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)			

▪ ***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 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 5: 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 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 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 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: The Salem-Keizer Local Wetland Inventory (LWI) shows that 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; and

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.

SRC 220.005(f)(3)(D): The proposed development will be served with City water, sewer, stormwater facilities, 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.

7. Conclusion

Based upon review of SRC Chapter 220, the applicable standards of the Salem Revised Code, the findings contained herein, and due consideration of comments received, the application complies with the requirements for an affirmative decision.

IT IS HEREBY ORDERED

Final approval of Class 3 Site Plan Review Case No. SPR25-08 is hereby **APPROVED** subject to SRC Chapter 220 and the applicable standards of the Salem Revised Code, conformance with the approved site plan included as **Attachment B**, and the following Conditions of Approval:

- Condition 1:** Prior to issuance of buildings permits, PLA25-11 shall be recorded.
- Condition 2:** Prior to issuance of building permits, the modified vehicle use area shall have a minimum five-foot setback per Table 533-4.
- Condition 3:** At building permit review, provide detailed plans of the solid waste service area meeting the applicable standards of SRC 800.055.
- Condition 4:** To prevent vehicle access to the adjacent property, a curb shall be installed along the length of the drive aisle abutting the adjacent property.
- Condition 5:** As shown on the applicant's plans, permanently close the unused driveway approaches onto State Street and replace with curb and sidewalk.

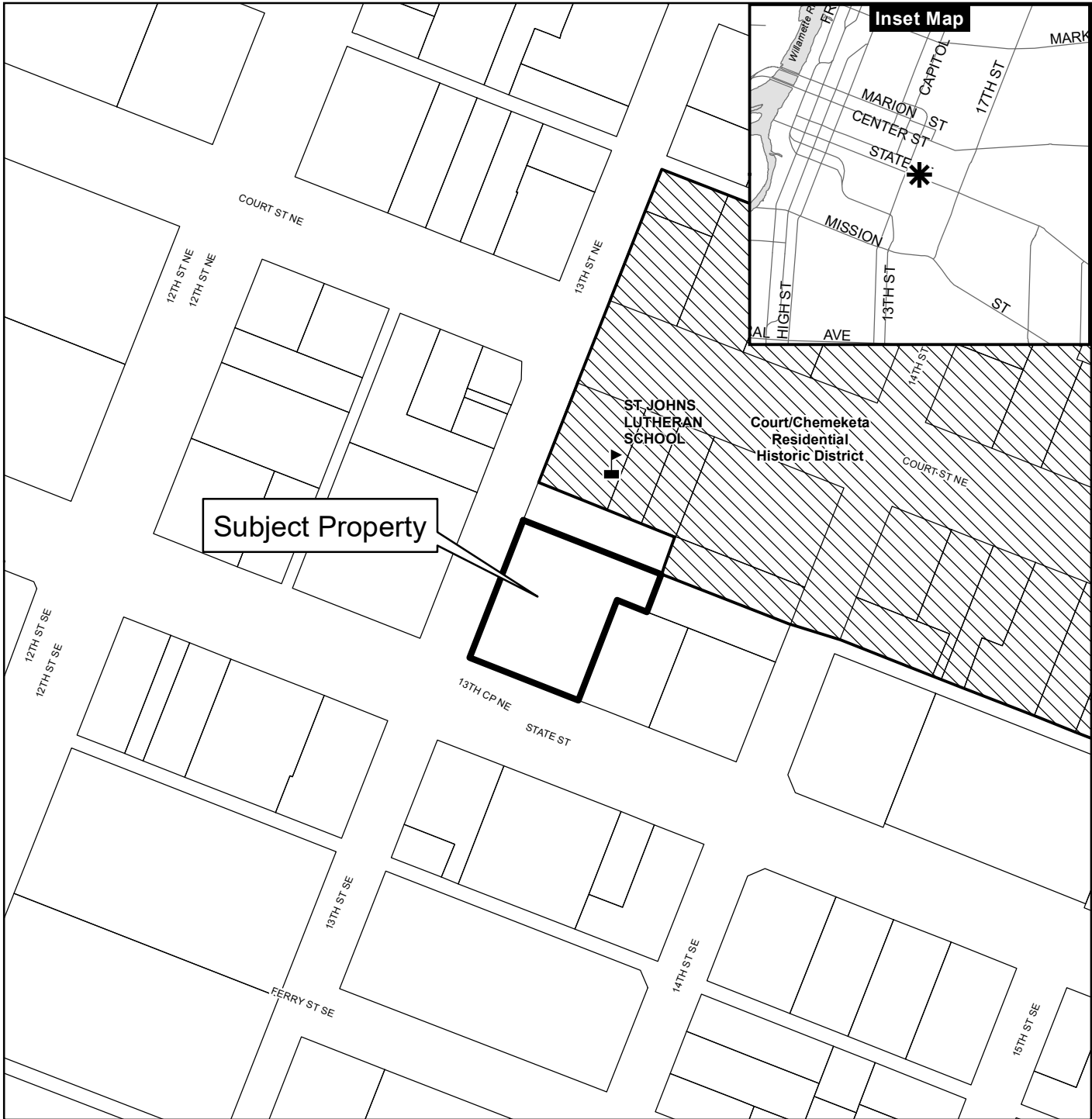


Quincy Miller, Planner I, on behalf of
Lisa Anderson-Ogilvie, AICP
Planning Administrator

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

Vicinity Map

1317 State Street



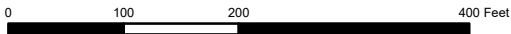
Legend

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

Parks



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COMMERCIAL ADDITION
Paulina's Bridal & Quinceaneras
1317 State Street, Salem, OR 97301

PAULINA'S

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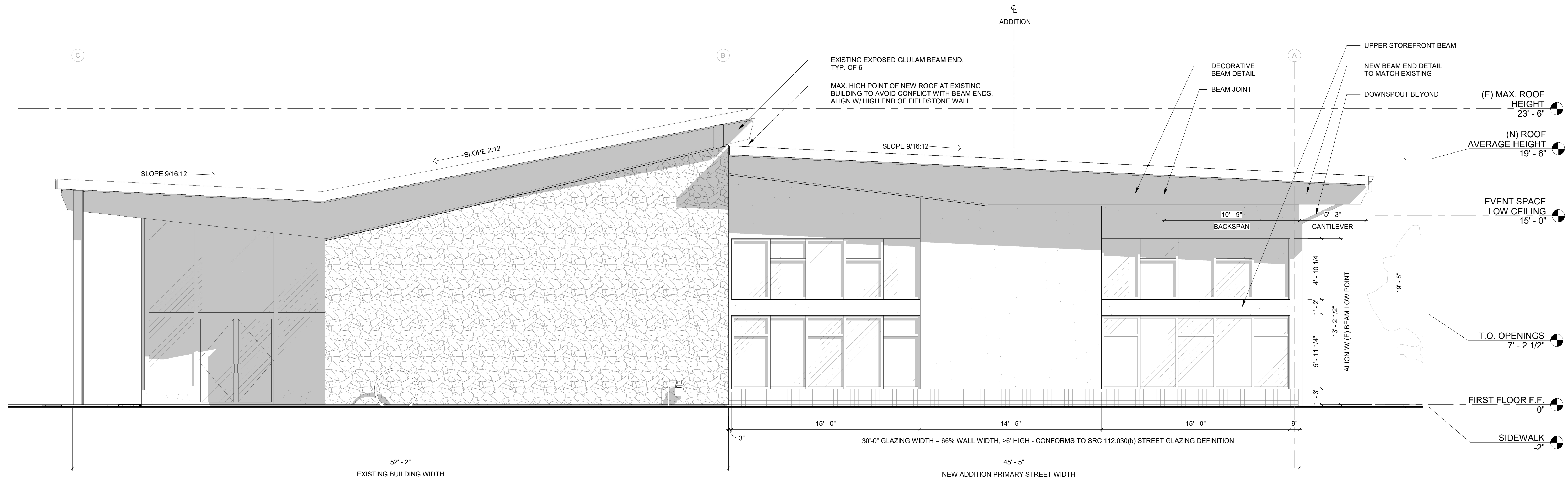


REVISION + ISSUES

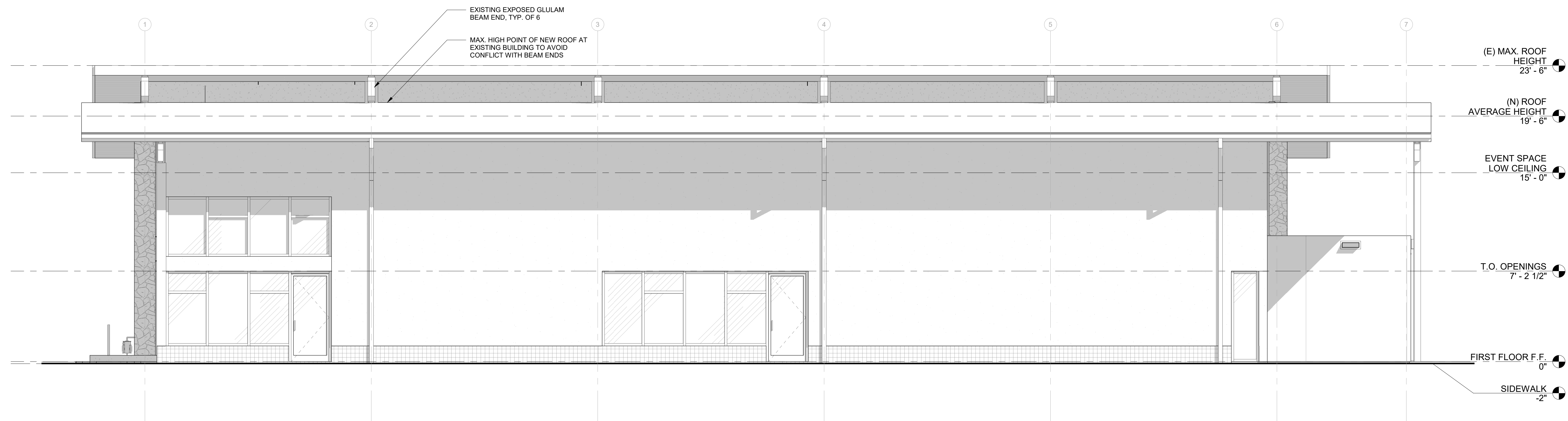
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**BUILDING ELEVATIONS
- PLANNING
COORDINATION**

ASK2.1



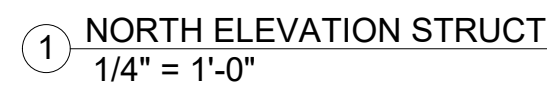
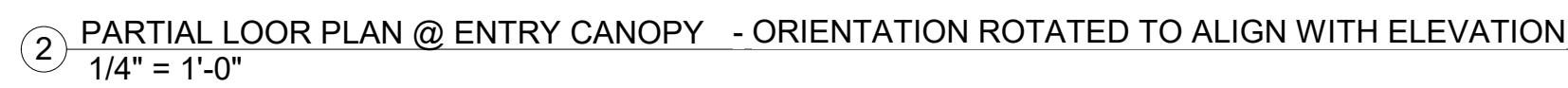
1 PROPOSED STATE STREET ELEVATION- SOUTH
1/4" = 1'-0"



② PROPOSED ELEVATION - EAST
1/4" = 1'-0"

[illegible]

ASK1.1

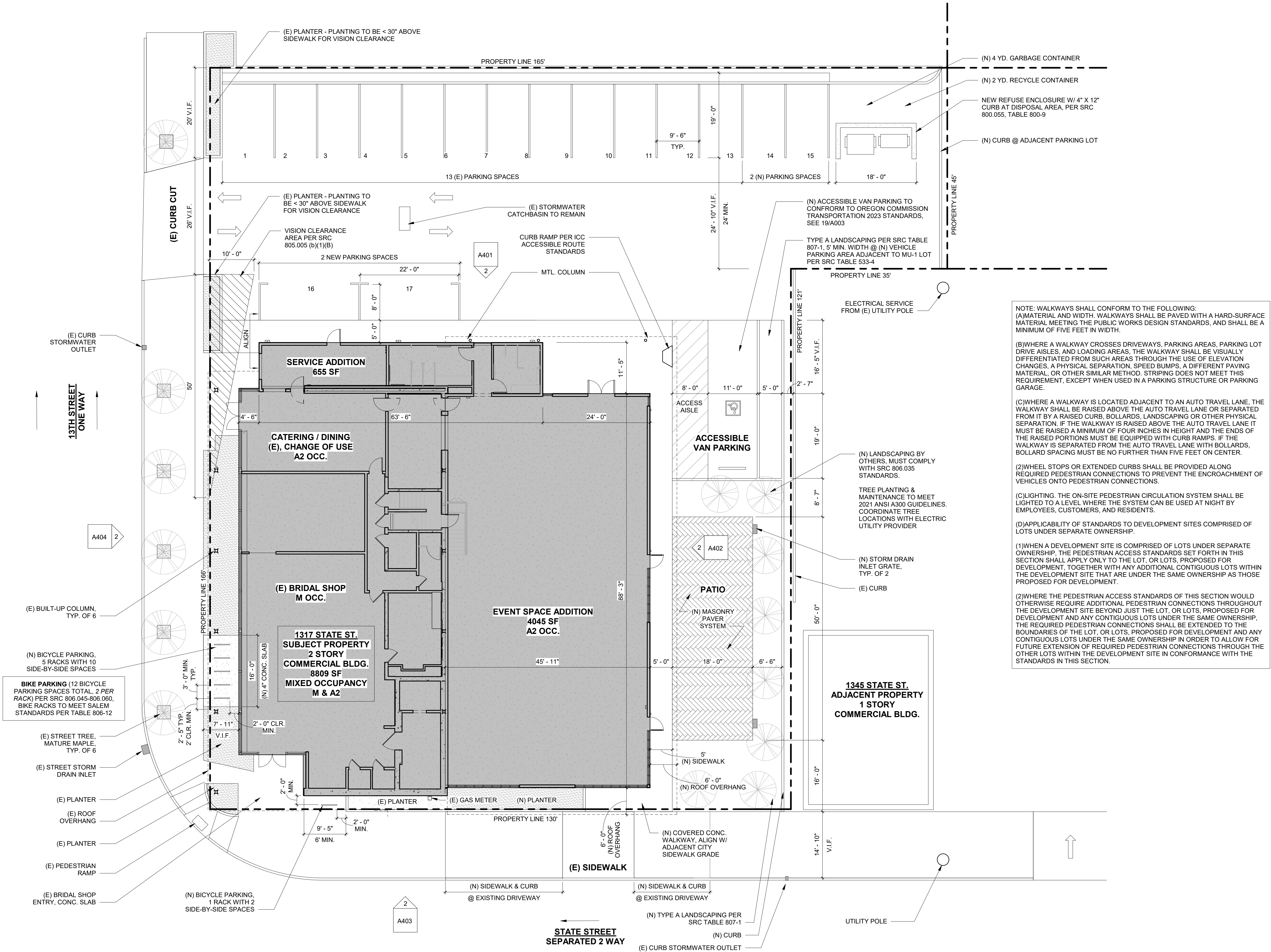




REVISION + ISSUES

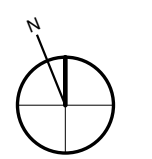
No.	Description	Date
	SITE PERMIT SUBMITTAL	10.24.2024
	BLDG. PERMIT SUBMITTAL	12.26.2024
	SITE PERMIT REV1	03.07.2025
1	PGE COORD.	04.08.2025

PROPOSED SITE PLAN



1 PROPOSED SITE PLAN
3/32" = 1'-0"

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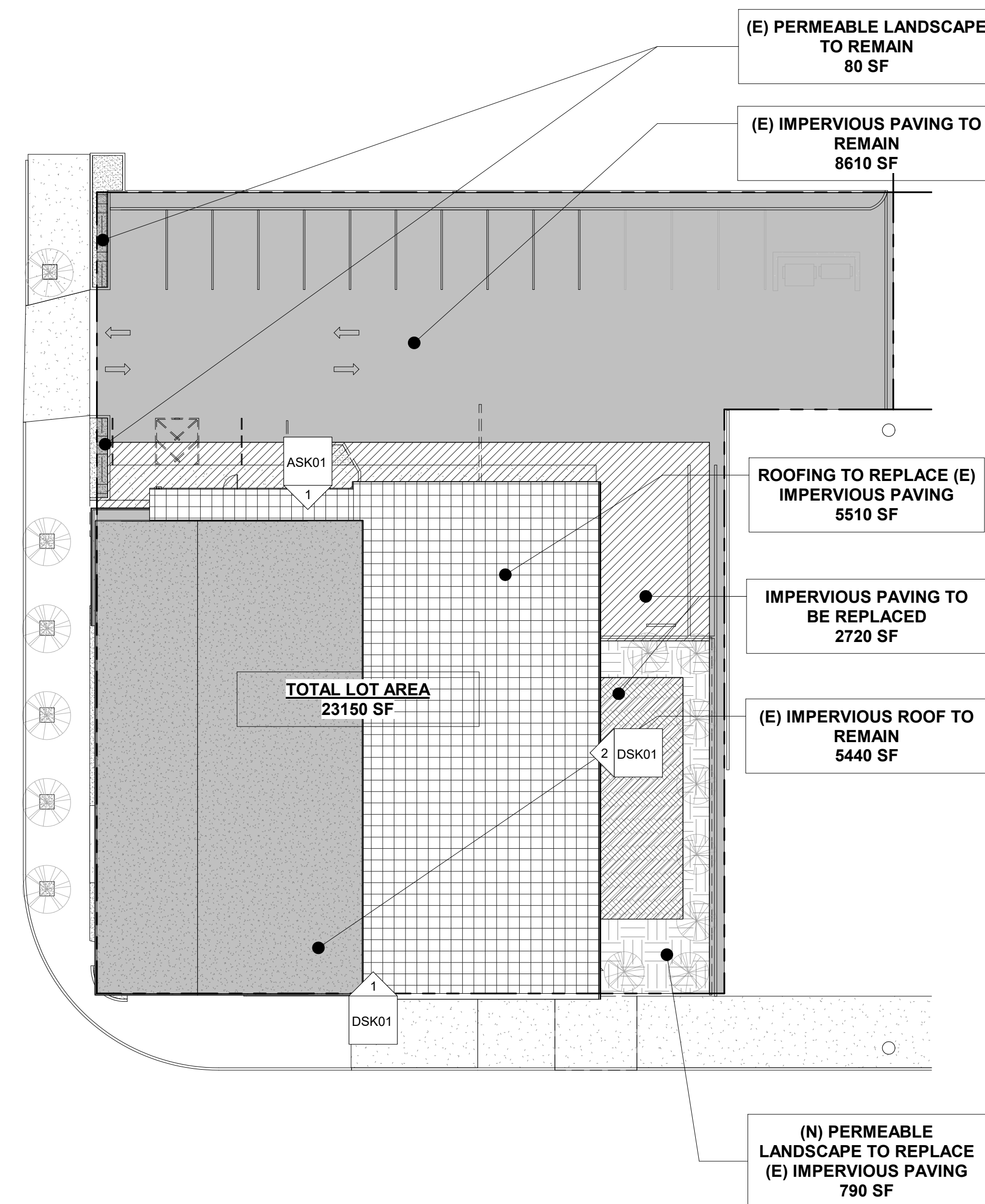


REVISION + ISSUES

[illegible]

SITE UTILITY & STORMWATER PLAN

A102
NOT FOR CONSTRUCTION



2 SITE SURFACE PLAN DIAGRAM
1" = 20'-0"

SITE SURFACE CALCULATIONS	
<i>ALL AREAS ROUNDED TO NEAREST 10</i>	
TOTAL LOT AREA	
<i>NO CHANGE</i>	
(E) IMPERVIOUS SURFACE	23070 SF
(E) PERVIOUS LANDSCAPE	80 SF
TOTAL	23150 SF
(E) SURFACE TO REMAIN	
IMPERVIOUS PAVING	8610 SF
IMPERVIOUS ROOF	5440 SF
PERVIOUS LANDSCAPE	80 SF
TOTAL	14130 SF
NEW/REPLACED SURFACE	
IMPERVIOUS PAVING (REPLACEMENT)	2720 SF
IMPERVIOUS ROOF (REPLACEMENT)	5510 SF
(N) PERVIOUS LANDSCAPE	790 SF
TOTAL	9020 SF
OVERALL IMPERVIOUS SURFACE CHANGE	
(E) IMPERVIOUS SURFACE	21300 SF
PROPOSED TOTAL IMPERVIOUS SURFACE	21250 SF
TOTAL IMPERVIOUS CHANGE	-750 SF

STORMWATER SYSTEM

Large Project definition for Stormwater systems:
Our project is subject to the SRC version in effect on the date of our Site Permit acceptance by the Planning Department, 10/29/2024, prior to changes implemented by Salem ordinance ORD 9-24, which took effect on 11/01/2024.

By this definition, our new and replaced surface area combined equals 9020 SF, and does not trigger the stormwater system requirements for Large Projects.

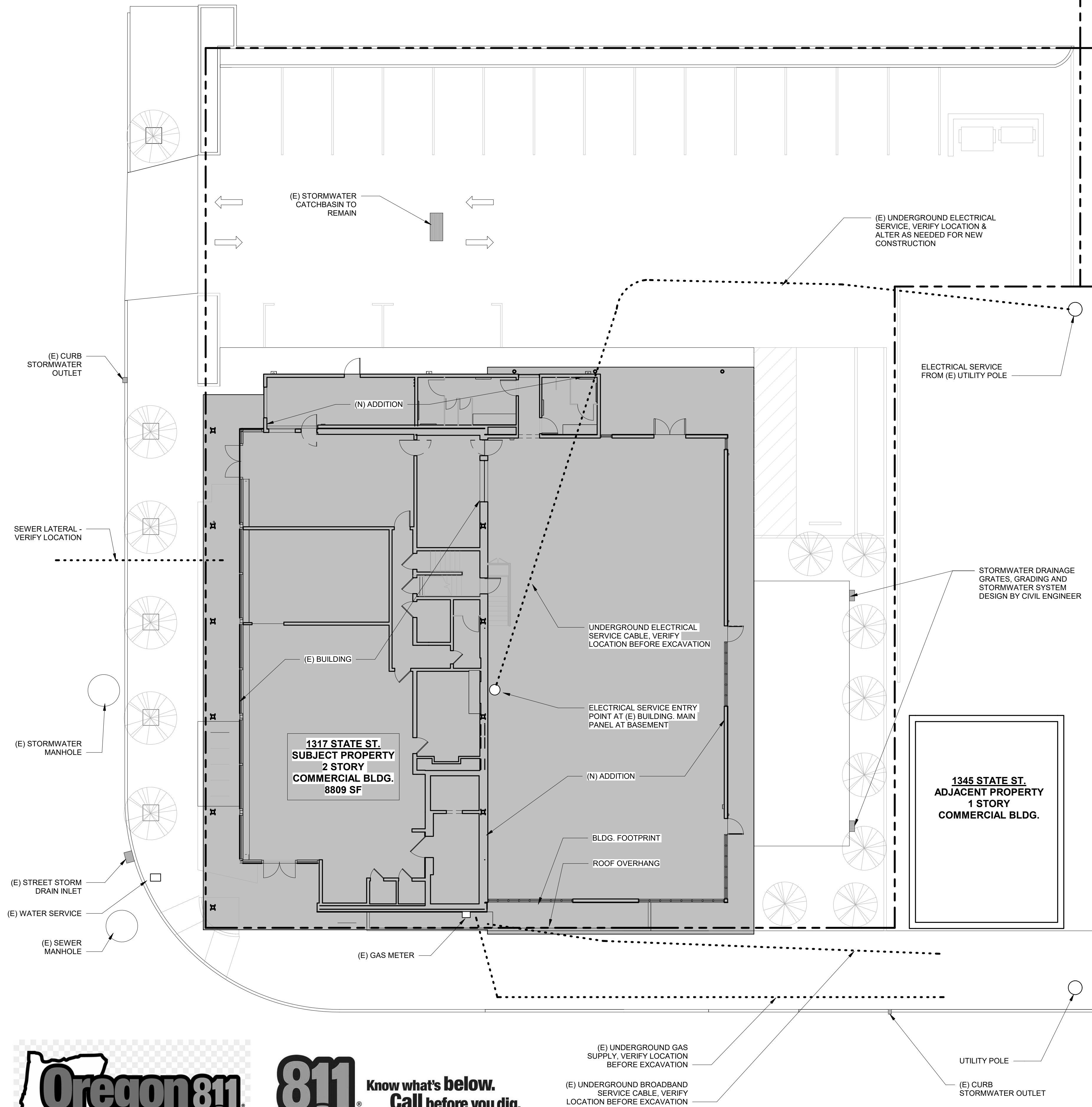
SRC 70.005 (historical version, previous to 11/01/2024. Language later modified by ORD 9-24 shown in **bold type**):

"Large project" means a project including 10,000 square feet or more of new pervious surface, new impervious surface, or replaced impervious surface, individually or combined, on private property; or a project including 10,000 square feet or more of new pervious surface, new impervious surface, or replaced impervious surface, individually or combined, in public right-of-way."

Small Project - Proposed system alterations:

Alterations will conform to SRC Chapter 71. Existing parking lot stormwater inlets will be decommissioned where affected by new construction, and replacement inlets at patio and new paving will be connected to existing system. All new and altered roof drainage downspouts will be connected to existing system.

Because overall proposed impervious surface on the property is decreasing, no additional load will be added to existing stormwater system. Small Project alterations do not require design by Civil Engineer.



① SITE UTILITY & STORMWATER PLAN
3/32" = 1'-0"



**Know what's below.
Call before you dig.**



MEMO

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.

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cc: File