



# HEARING NOTICE

## LAND USE REQUEST AFFECTING THIS AREA

*There is a development proposal for the property listed in this notice and shown on the attached map. The City is seeking input from neighbors on the proposal. If you have questions or comments about the proposal, contact the case manager.*

*Esta carta es un aviso sobre una propuesta de desarrollo para la propiedad enumerada y que se muestra en el mapa adjunto. La ciudad está buscando la opinión de los vecinos sobre la propuesta. Si tiene preguntas o comentarios sobre la propuesta, póngase en contacto con nosotros al 503-588-6213*

<b>CASE NUMBER:</b>	Conditional Use / Partition Tentative Plan / Class 3 Site Plan Review / Class 2 Adjustment Case No. CU-PAR-SPR-ADJ25-03
<b>PROPERTY LOCATION:</b>	3271 Lancaster Dr NE, Salem OR 97305
<b>SUMMARY:</b>	Development of a new drive-through oil change business.
<b>HEARING INFORMATION:</b>	<u>Hearings Officer, May 28, 2025 at 5:30 PM <b>Anderson Room, Salem Public Library, 585 Liberty Street SE, Salem, OR 97301</b></u>  To view the meeting LIVE on YouTube please visit this link with any computer, tablet, or smart phone: <a href="http://bit.ly/planningpublicmeetings">http://bit.ly/planningpublicmeetings</a>
<b>HOW TO PROVIDE TESTIMONY:</b>	Any person wishing to speak either for or against the proposed request may do so in person or by representative at the Public Hearing. Prior to the Public Hearing, written comments should be directed to the case manager listed below. Staff recommends emailing to ensure receipt before the public hearing. Comments can also be submitted online at <a href="https://egov.cityofsalem.net/PlanningComments">https://egov.cityofsalem.net/PlanningComments</a> . Only those participating by submitting written testimony, or by testifying at the hearing, have the right to appeal the decision. <u>Comments submitted are public record. This includes any personal information provided in your comment such as name, email, physical address and phone number.</u>
<b>CASE MANAGER:</b>	<b>Peter Domine, Planner II</b> , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, OR 97301. Telephone: (503) 540-2311; E-mail: <a href="mailto:pdomine@cityofsalem.net">pdomine@cityofsalem.net</a> .
<b>NEIGHBORHOOD ASSOCIATION:</b>	<i>Neighborhood associations are volunteer organizations of neighbors coming together to make neighborhoods the best they can be. They receive notice of land use applications within their boundaries, and they often submit comments on the applications to the City. Neighborhood association meetings are open to everyone. Contact your neighborhood association to get involved:</i>  North Lancaster Neighborhood Association (NOLA), Dennis Will, Land Use Chair; Phone 503-931-2105; Email: <a href="mailto:elephant2@comcast.net">elephant2@comcast.net</a> .
<b>STAFF REPORT:</b>	The Staff Report will be available seven (7) days prior to the hearing and will thereafter be posted on the Hearing Body's website:  <a href="https://www.cityofsalem.net/government/boards-commissions/hearings-officer">https://www.cityofsalem.net/government/boards-commissions/hearings-officer</a>
<b>ACCESS:</b>	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
<b>CRITERIA:</b>	Salem Revised Code (SRC) Chapter(s) 240.005(d) – Conditional Use Permit; 205.005(d) – Partition Tentative Plan; 220.005(f)(3) – Class 3 Site Plan Review; 250.005(d)(2) – Class 2 Adjustment  Salem Revised Code (SRC) is available to view at this link: <a href="http://www.cityofsalem.net/src">www.cityofsalem.net/src</a> . Type in the chapter number(s) listed above to view the applicable criteria.

<b>OWNER(S):</b>	CVP – Lancaster T5 LLC (John Zachary Bonsall)
<b>APPLICANT / AGENT(S):</b>	CVP – Lancaster T5 LLC (John Zachary Bonsall)
<b>PROPOSAL / REQUEST:</b>	<p>A consolidated application for a Tentative Partition Plan to divide a property into two lots 13,359 square feet and 14,331 square feet in size, with a Conditional Use Permit and Class 3 Site Plan Review for the development of a new drive-through oil change business on one of the lots. The consolidated application includes two Class 2 Adjustments to:</p> <ol style="list-style-type: none"> <li>1.) Increase the maximum allowed off-street parking from three to five spaces, per SRC 806.015; and</li> <li>2.) Reduce the minimum opening of the trash enclosure from twelve feet to nine feet, per SRC 800.055.</li> </ol> <p>The subject property is 0.64 acres in size, zoned CR (Retail Commercial) and located at 3271 Lancaster Drive NE (Marion County Assessors Map and Tax Lot Number 072W18BB / 6000).</p>
<b>HEARING PROCEDURE:</b>	<p>The hearing will be conducted with the staff presentation first, followed by the applicant's case, neighborhood organization comments, testimony of persons in favor or opposition, and rebuttal by the applicant, if necessary. The applicant has the burden of proof to show that the approval criteria can be satisfied by the facts. Opponents may rebut the applicant's testimony by showing alternative facts or by showing that the evidence submitted does not satisfy the approval criteria. A hearing is not a venue to ask questions of staff, the applicant, or the decision maker(s) on this case but rather an opportunity to provide testimony to the decision maker(s) on the merits of the land use case; questions about the application, the recommended conditions of approval, or the Planning Administrator's recommendation, should be directed to the Case Manager prior to the hearing.</p> <p>Any participant may request an opportunity to present additional evidence or testimony regarding the application. A ruling will then be made to either continue the Public Hearing to another date or leave the record open to receive additional written testimony. Failure to raise an issue in person or by letter prior to the close of the Public Hearing with sufficient specificity to provide the opportunity to respond to the issue, precludes appeal to the Land Use Board of Appeals (LUBA) on this issue. A similar failure to raise constitutional issues relating to proposed conditions of approval precludes an action for damages in circuit court.</p> <p>Following the close of the Public Hearing a decision will be issued and mailed to the applicant, property owner, affected neighborhood association, anyone who participated in the hearing, either in person or in writing, and anyone who requested to receive notice of the decision.</p>
<b>MORE INFORMATION:</b>	All documents and evidence submitted by the applicant are available on the City's online Permit Application Center at <a href="https://permits.cityofsalem.net">https://permits.cityofsalem.net</a> . You can use the search function without registering and enter the permit number listed here: 24 124417. Paper copies can be obtained for a reasonable cost.
<b>NOTICE MAILING DATE:</b>	May 8, 2025

**PLEASE PROMPTLY FORWARD A COPY OF THIS NOTICE TO ANY OTHER OWNER, TENANT OR LESSEE.**

**For more information about Planning in Salem:**

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

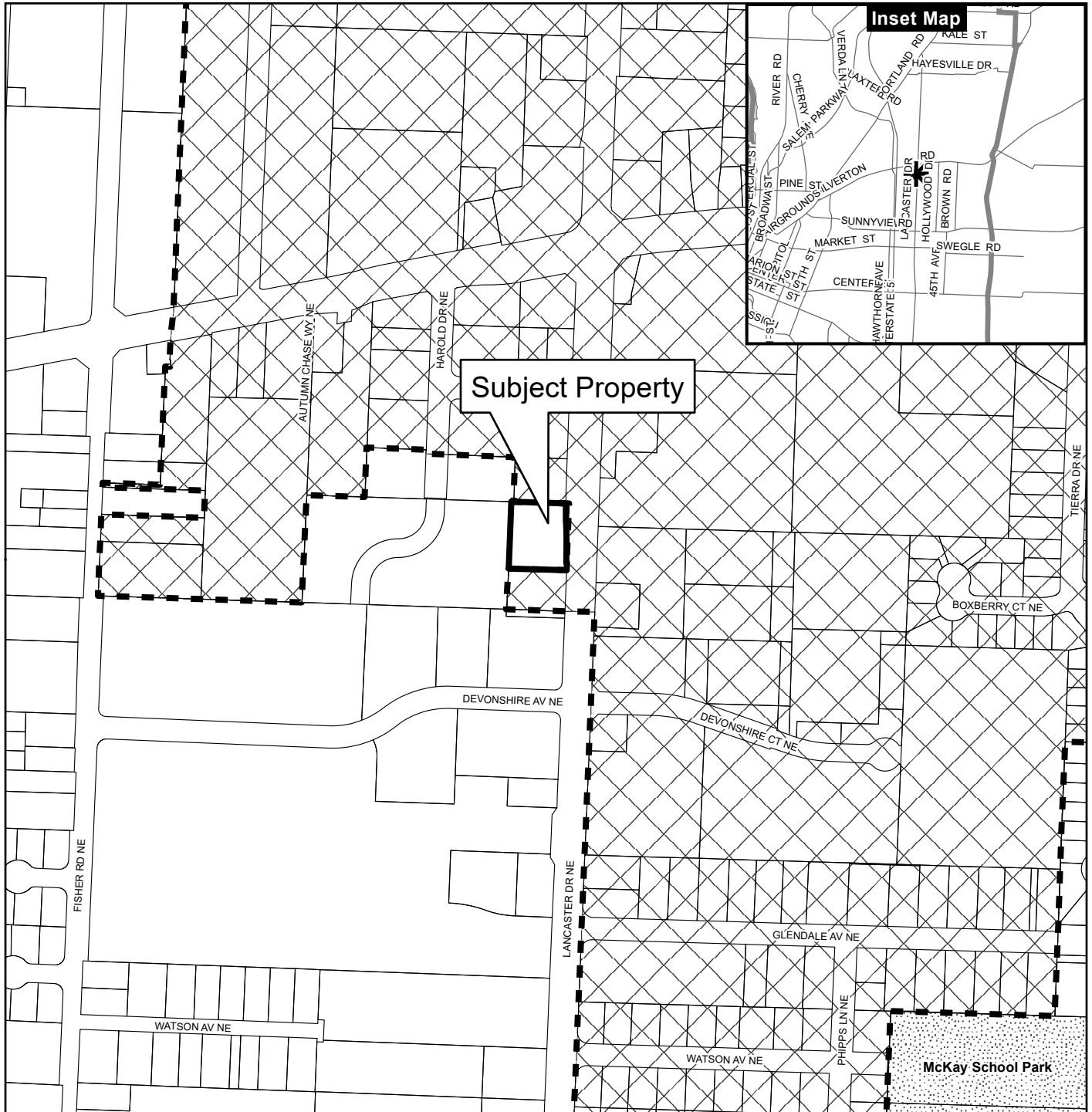
*It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity and source of income, as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, and related statutes and regulations, in all programs and activities. Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available upon request. To request such an accommodation or interpretation, contact the Community*

*Development Department at 503-588-6173 at least three business days before this meeting or event.*

*TTD/TTY telephone 503-588-6439 is also available 24/7*

# Vicinity Map

## 3271 Lancaster Dr NE



### Legend

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

Parks

**CITY OF Salem**  
AT YOUR SERVICE  
Community Planning and Development

This product is provided as is, without warranty. In no event is the City of Salem liable for damages from the use of this product. This product is subject to license and copyright limitations and further distribution or resale is prohibited.

0 100 200 400 Feet



# AREAS OF PROPOSED LOTS:

LOT A: 13,389 SF (0.31 ACRES)  
LOT B: 14,331 SF (0.33 ACRES)

## NOTES

1. FUTURE EASEMENT OVER ALL PROJECT DRIVEWAYS FOR CROSS-ACCESS AND UTILITIES.

## KEYNOTES

1. (E) PUBLIC SIDEWALK
2. 32" WIDE JUNCTION & UTILITY EASEMENT
3. 10' WIDE PUBLIC UTILITY EASEMENT (PUE) PER P.P. 2017-032
4. (E) CHAINLINK FENCE
5. (E) ELECTRICAL VAULT TO REMAIN
6. (E) ELECTRICAL TRANSFORMER TO REMAIN
7. (E) ELECTRICAL TRANSFORMER TO REMAIN
8. DEDICATED ROW

## LEGEND

- CATCH BASIN
- SANITARY SEWER MANHOLE
- CLEANOUT
- WATER METER
- WATER VALVE
- IRRIGATION VALVE
- WELL
- POWER METER
- LIGHT POLE
- UTILITY POLE
- GUY WIRE
- GAS METER
- GAS RISER
- GAS VALVE
- SIGN
- MISC. POST
- HANDICAP PARKING
- CONCRETE
- CONIFEROUS TREE & TRUNK SIZE

- SS SEWER LINE UNDERGROUND
- SO STORM LINE UNDERGROUND
- W WATERLINE UNDERGROUND
- U GAS LINE UNDERGROUND
- EH ELECTRICAL LINE UNDERGROUND
- OH OVERHEAD POWER LINE
- X FENCE LINE

- AC ASPHALT
- CONC CONCRETE
- E.O.P. EDGE OF PAVEMENT
- PUE PUBLIC UTILITY EASEMENT
- P.P. PARTITION PLAT
- R.F. P.# REL. PAGE
- SF SQUARE FEET

## PROPERTY DESCRIPTION PER CURRENT TITLE

PARCEL 3, PARTITION PLAT 2017-32, IN THE CITY OF SALEM, MARION COUNTY, OREGON, (RECORDED JUNE 16, 2017, IN REEL 3957, PAGE 424, MARION COUNTY, OREGON DEED RECORDS.)

**LAND OWNER**  
JCDD PROPERTY HOLDING LLC  
C/O CHARLES DELVALLE  
3892 AUBURN RD NE  
SALEM, OR 97301

**DEVELOPER**  
COLE VALLEY PARTNERS  
RYAN RAMCY  
2188 SW PARK PLACE, SUITE 100  
PORTLAND, OR 97205  
RYAN.RAMCY@CVPRE.COM

**ENGINEER**  
ABBA DESIGN WORKS  
RAHIM ABBASI  
500 E 24TH ST  
VANCOUVER WA 98663  
(503) 816-9466  
RAHIM@ABBASIDESIGN.COM

**SURVEYOR**  
FFS SURVEYING  
STEPHEN HORTWEG, RLS  
7210 SW 5TH STREET  
TURNER, OR 97132  
(503) 558-3300  
SHOWELL@FFSURLINE.COM

**LANDSCAPE ARCHITECT**  
MICHAEL J. MYERS  
(503) 780-1791  
MICHAEL@MEDMULA.COM

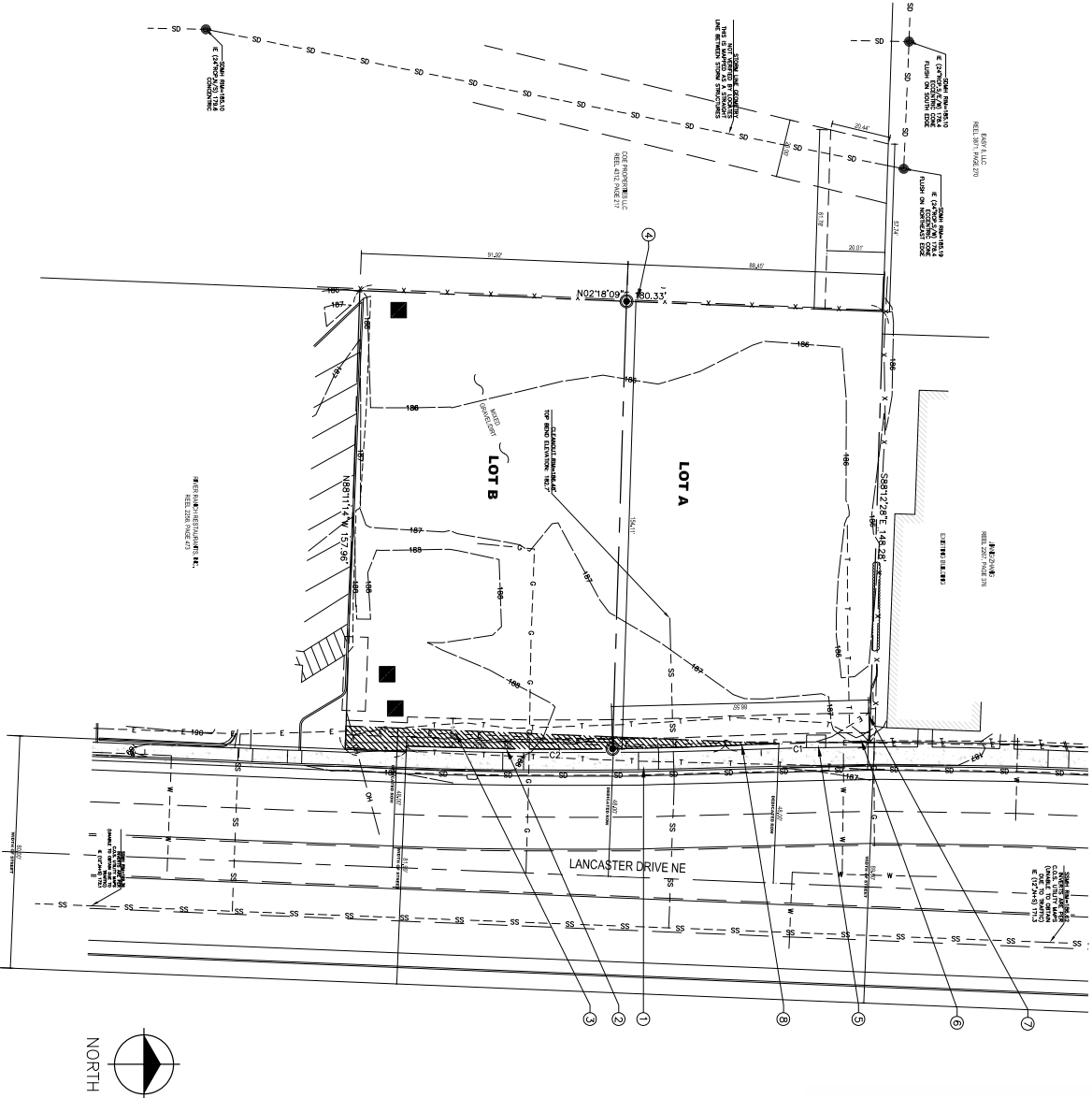
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① TENTATIVE PARTITION PLAN  
1" = 20'-0"

**ADW #**  
24011.00

**NOT FOR CONSTRUCTION**

**TENTATIVE PARTITION PLAN**

**DATE**  
06/06/2025

**DRAWN**  
Theresa Reid

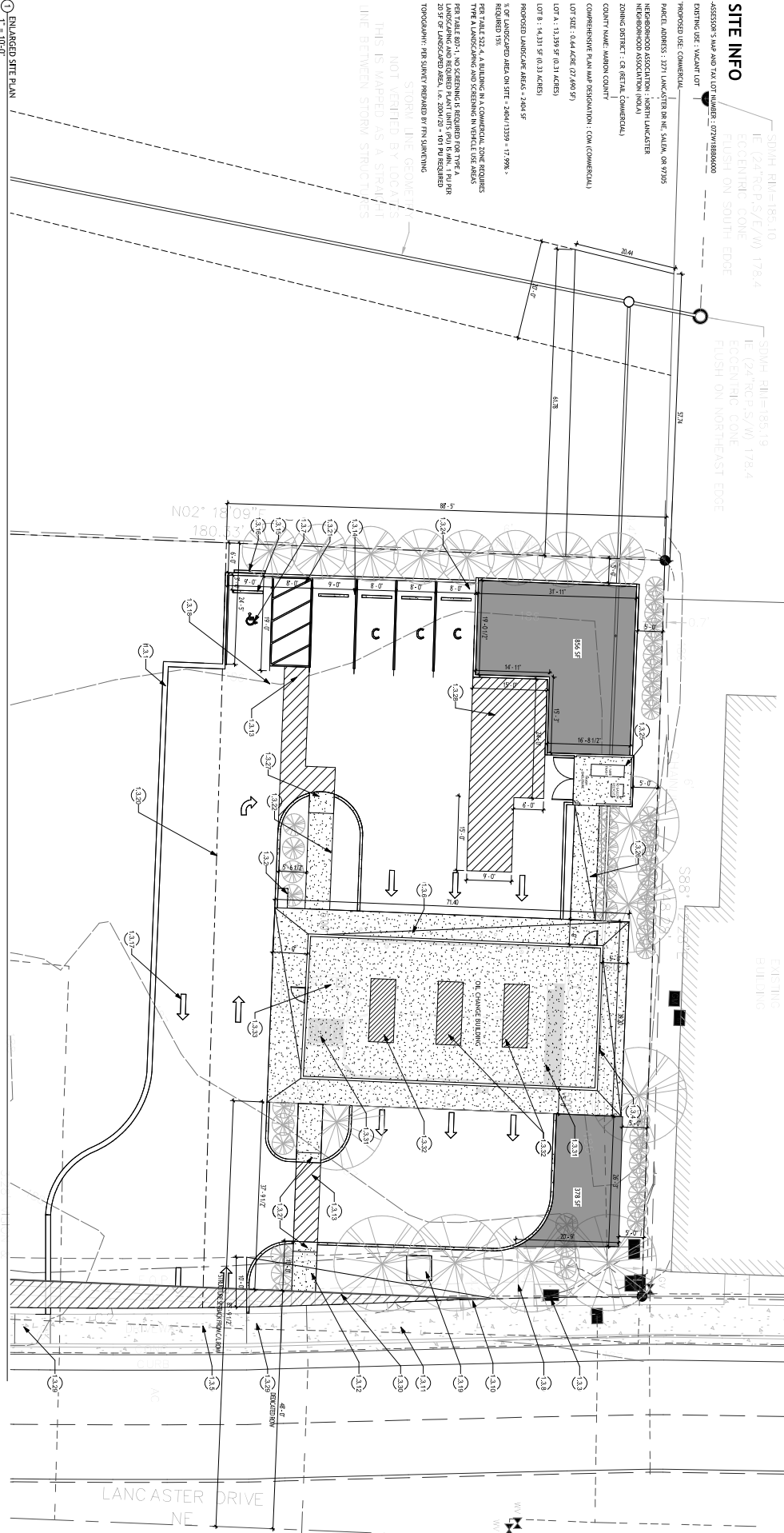
**Salem Take 5**  
3271 Lancaster Dr NE  
Salem, OR 97305

**Abbasi design works LLC**  
500 e 24th st  
vancouver wa 98663  
rahim@abbasidesign.com  
+1.503.816.9466

SITE INFO

PROPOSED USE: COMMERCIAL  
PARKED ADDRESS: 3271 LANCASTER DR NE, SALEM, OR 97305  
NEIGHBORHOOD ASSOCIATION: NORTH LANCASTER  
NEIGHBORHOOD ASSOCIATION (NOLA)  
ZONING DISTRICT: C-2 (RETAIL, COMMERCIAL)  
COUNTY NAME: MARION COUNTY  
COMPREHENSIVE PLAN MAP DESIGNATION: (COM COMMERCIAL)  
LOT SIZE: 0.64 ACRES (27,480 SF)  
LOT A: 1.1, 239 SF (0.31 ACRES)  
LOT B: 14,311 SF (0.33 ACRES)  
PROPOSED LANDSCAPE AREAS: 2,048 SF  
% OF LANDSCAPED AREA ON SITE: 2,048/13,339 = 15.36%  
PER TABLE 322.4, A BUILDING IN A COMMERCIAL ZONE REQUIRES TYPE A LANDSCAPING AND SCREENING IN VEHICLE USE AREAS  
PER TABLE 307.1, NO SCREENING IS REQUIRED FOR TYPE A LANDSCAPING AND REQUIRED PLANT UNITS (PU) IS MAX. 1 PU PER 20 SF OF LANDSCAPED AREA (i.e. 2048/20 = 102 PU REQUIRED)  
TOPOGRAHY: PER SURVEY PREPARED BY FVN SURVEYING

STORM LINE GEOMETRY  
NOT CREDITED BY LOCALITY  
THIS IS SHOWN AS A STRAIGHT  
LINE BETWEEN STORM STRUCTURES



REMARKS	
1-1.1	1' DEEP ROLLED CURB
1-1.2	1' DEEP ROLLED CURB
1-1.3	1' DEEP ROLLED CURB TO REMAIN
1-1.4	1' DEEP ROLLED CURB TO REMAIN
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OFF-STREET PARKING SUMMARY

LAND USE	MAX. PKG. SPACES ALLOWED	ADA PARKING STALLS	COMPACT PARKING STALLS	TOTAL PARKING STALLS PROVIDED
OFFICE	1,000	1	1	2
RETAIL	1,000	1	1	2
RESTAURANT	1,000	1	1	2
BAR	1,000	1	1	2
CLUB	1,000	1	1	2
THEATRE	1,000	1	1	2
CONVENTION	1,000	1	1	2
SPORTS	1,000	1	1	2
RECREATION	1,000	1	1	2
EDUCATION	1,000	1	1	2
GOVERNMENT	1,000	1	1	2
INDUSTRIAL	1,000	1	1	2
TRANSPORTATION	1,000	1	1	2
UTILITY	1,000	1	1	2
OTHER	1,000	1	1	2

PARKING STALL SIZES

STANDARD PARKING STALL: 8' x 19' PER TABLE 306-1  
COMPACT PARKING STALL: 5' x 9' PER TABLE 306-2  
ADA ACCESSIBLE STALL: 8' x 19' PER TABLE 306-4  
ADA ACCESSIBLE STALL: 8' x 19' PER TABLE 306-4  
LANDSCAPED AREA: 1/4" A-SHED, THE BUILDING AND IS LESS THAN 5000 SF PER TABLE 306-11

NOTES

1. ALL STALLS SHALL BE 1' WIDE AND 1' DEEP.  
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BUILDING INFO

PROPOSED BUILDING HEIGHT: 28' 6 3/4" - ALLOWABLE 40' HEIGHT WITHOUT SPRINKLERS (40' HEIGHT WITH SPRINKLERS)  
PROPOSED NUMBER OF STORIES: 1 - 1 ALLOWED WITHOUT SPRINKLERS (2 WITH SPRINKLERS)

1" = 10'-0"

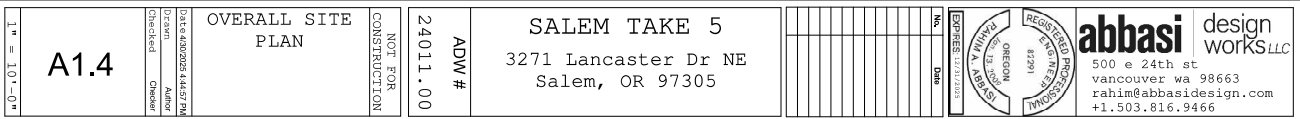
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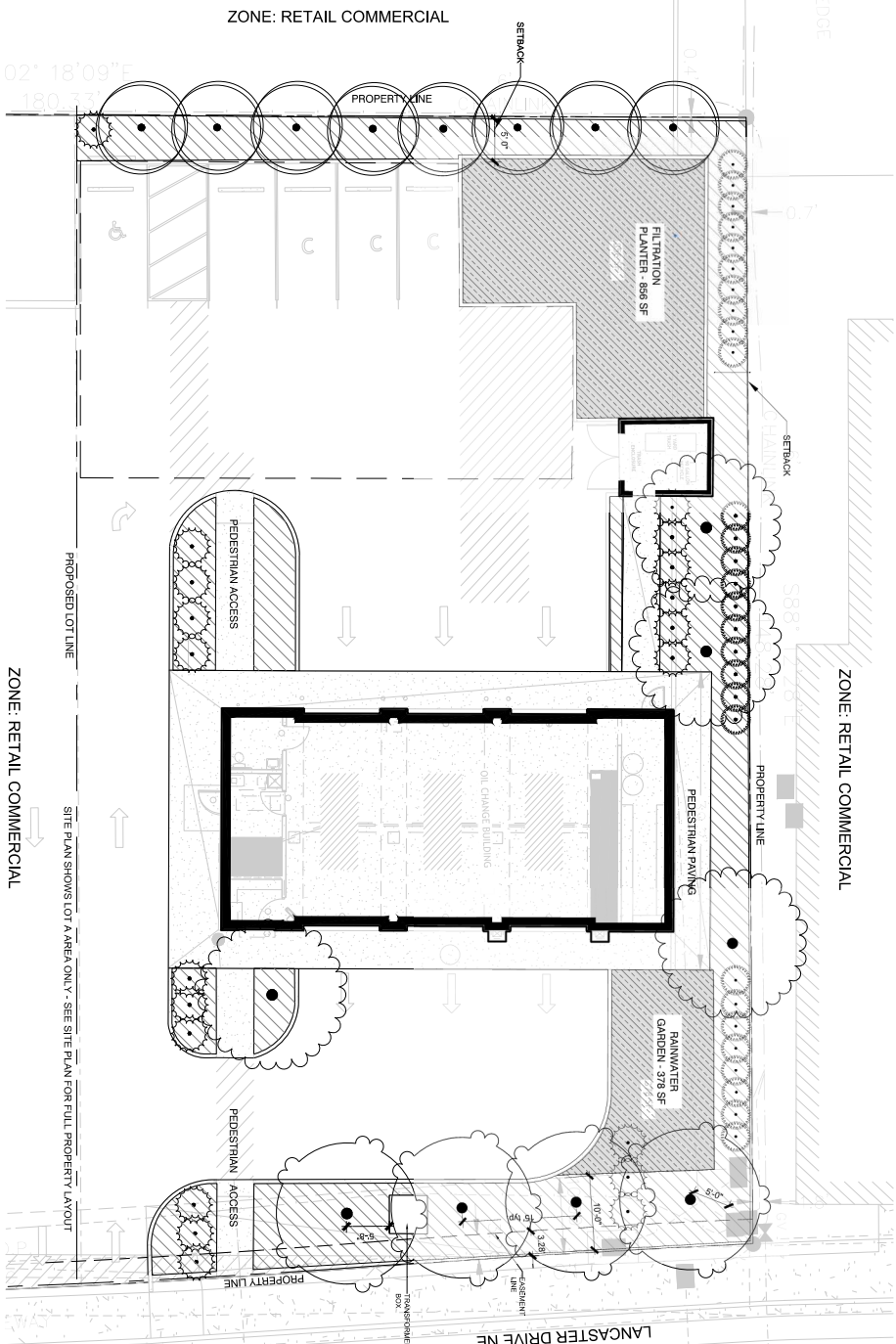
SALEM TAKE 5  
3271 Lancaster Dr NE  
Salem, OR 97305

EXPOSED  
REGISTERED  
PROFESSIONAL  
LANDSCAPE ARCHITECT  
OREGON  
#2291  
ISSUED: 11/11/2023

abbasi design works LLC  
500 e 24th st  
vancouver wa 98663  
rahim@abbasidesign.com  
+1.503.816.9466







1  
1/8" = 1'-0"



**SITE INFORMATION**

ZONING: COMMERCIAL - MOTOR VEHICLE SERVICES	
SITE AREA: 13,359 SF	
BUILDING AREA: 1,739 SF	
PAVED PARKING ACCESS - 2,584 SF	
REQUIRED PLANTING AREA - 13,359 SF x 0.15 = 2,004 SF	
PLANTING AREA PROVIDED = 2,404 SF	
2,004 / 20 = 101 PU REQUIRED	
REQUIRED TYPE A PLANTING UNITS - 1 PU PER 20 SF	
101 PU x 0.20 = 41 PU REQUIRED	
TYPE A PLANTING TREE REQUIREMENT - 40% OF REQUIRED PU	
101 PU x 0.40 = 41 PU REQUIRED	

**LANDSCAPE NOTES**

1. A MINIMUM OF 15% OF THE DEVELOPMENT SITE SHALL BE LANDSCAPED. LANDSCAPING SHALL MEET THE TYPE A STANDARD SET FORTH IN SMC CHAPTER 807.
2. LANDSCAPING SHALL BE REPLACED WITHIN SIX MONTHS AFTER DRYING OR BECOMING DECEASED TO THE POINT THAT REQUIRED OPACITY CAN NO LONGER BE MAINTAINED.
3. LANDSCAPING SHALL BE INSTALLED AT THE TIME OF CONSTRUCTION UNLESS SEASONAL CONDITIONS OR TEMPORARY SITE CONDITIONS MAKE INSTALLATION ENSURE INSTALLATION OF THE LANDSCAPING SHALL BE PROVIDED AS SET FORTH IN SMC 807.050.
4. LANDSCAPING SHALL BE INSTALLED IN A MANNER THAT CONFORMS TO THE STANDARDS OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC.
5. UNHEALTHY OR DEAD PLANT MATERIAL SHALL BE REPLACED IN CONFORMANCE WITH THE APPROVED LANDSCAPE PLAN.
6. ALL PLANTS SHALL BE HEALTHY AND VIGOROUS, CONFORMING TO ANSI-A300 STANDARDS. SPACING SHALL NOT EXCEED THE DIMENSIONS INDICATED FOR EACH PLANT.
7. A PERMANENT UNDERGROUND OR DRIP IRRIGATION SYSTEM WITH AN APPROVED BACKFLOW PREVENTION DEVICE SHALL BE PROVIDED FOR ALL LANDSCAPED AREAS REQUIRED UNDER THE UDC.

**STREET TREE NOTES**

1. STREET TREES SHALL BE MINIMUM 1.5" CALIPER AT PLANTING.
2. ROOT FLARE SHALL BE EXPOSED TO FACILITATE REMOVAL OF ANY GIRDLING OR CIRCLING ROOTS AND SHALL BE SLIGHTLY ABOVE GRADE WHEN PLANTING.
3. HOLES SHALL BE NO DEEPER THAN THE ROOT BALL, BUT AT LEAST 2 TO 3 TIMES THE ROOT BALL WIDTH TO ENCOURAGE LATERAL ROOTING.
4. MULCHING IS NECESSARY TO RETAIN SOIL MOISTURE, PROVIDE ORGANIC MATERIAL, AND PREVENT WEEDS. MULCH SHALL BE APPROX. 3 IN. IN DEPTH, NOT CONTACTING THE TRUNK AND EXTENDING TO THE DRIP LINE OF THE TREE.
5. NURSERY STAKES SHALL BE REMOVED AT THE TIME OF PLANTING TO PREVENT TRUNK GIRDLING. SLIPMENT STAKES (USED TO KEEP THE TREE UPRIGHT AFTER PLANTING) MAKE SURE TO DO SO IN A MANNER THAT ALLOWS THE TREE TO MOVE SLIGHTLY.
6. ESTABLISHMENT PERIOD FOR TREES IS TYPICALLY THREE YEARS AND REQUIRES APPROX. 15 GAL. OF WATER PER WEEK DURING SUMMER MONTHS.
7. REFER TO ANSI A300 FOR PLANTING STANDARDS AND ANSI Z60.1 FOR NURSERY STOCK STANDARDS.

**CONCEPT PLANT SCHEDULE**

	LARGE TREE	4	40 PU
	SMALL TREE	8	16 PU
	SHRUB	20	20 PU
	HEDGE	28	56 PU
	172 PU TOTAL		

1. HATCHED PLANTING AREAS ARE TO BE PLANTED WITH GROUND COVERS MIN. 1 GAL. 24" OC.

2. STORMWATER FACILITIES ARE TO BE PLANTED PER CITY REQUIREMENTS

RAIN GARDEN/INfiltrATION PLANTERS: 997 SF TOTAL  
PROVIDE FULL COVERAGE PLANTING AS NOTED.

(12) 5 GAL. SAUK RAUPUREA NAW  
1 GAL. JUNCOUS PATENS @ 12" OC.

**medium**

12/26/2024

12/26/2024

**LANDSCAPE PLAN**

24011.00

NOT FOR CONSTRUCTION

**ADW #**

24011.00

**Salem Take 5**

3271 Lancaster Dr NE

Salem, OR 97305

**1.0**