

## MEMORANDUM

**DATE:** August 10, 2018  
**TO:** Aaron Panko  
**FROM:** Matthew Oyen  
**SUBJECT:** Site Plan Review Application 18-112081-RP Completeness Response

The following is an itemized response to your July 6, 2018 Completeness Review Checklist for Site Plan Review Application number 18-112081-RP.

1. **Transportation Impact Analysis** – City Traffic Engineer Review comments items 1-5.

***Response: Please see the Kittelson and Associates Response Memorandum to both the City Traffic Engineer's and ODOT comments dated August 9, 2018 included with this completeness package.***

2. **SRC Chapter 808 – Preservation of Trees and Vegetation** - The existing conditions plan indicates there are several Oregon white oaks that are greater than 24 inches in diameter, classified as significant trees, which are located on the subject property and will be removed with the proposed development. Significant trees are required to be protected, but may be removed per SRC 808.030(a)(2)(L) upon a finding that the removal is necessary in connection with construction of a commercial or industrial facility.

Please provide a statement indicating why the removal of significant trees is necessary for the proposed development.

A tree removal permit was issued in 2012 (TRP12-02) for the removal of 15 percent of the trees on the development site. The tree inventory provided at the time indicated there were 8 significant trees located on the property. Sheet C101 provides an updated tree inventory showing 5 significant trees on the property, however it appears that 3 of the significant trees may have been identified as deciduous trees. Please update Sheet C101 to show all 8 significant trees.

***Response: Please see the code response narrative addressing the applicable criteria from SRC Chapter 808, an alternative site plan analysis for tree preservation prepared by MG2 dated February 22, 2018 and an updated drawing C101 noting all of the significant trees onsite included with this completeness package.***

**3. Condition 6 from CPC/ZC 06-06 states the following:**

The developer shall commit up to \$5,000 for traffic calming devices (such as speed humps or other traffic calming measures) to be used in the residential neighborhood south of the proposed development if a need is identified. The Neighborhood Traffic Management Program is the process used to identify traffic calming needs.

The applicant is advised to include a section in the written findings addressing this condition of approval. If no need for traffic calming measures is identified, the applicant may provide a bond or security deposit in the amount of \$5,000 to be dedicated to mitigation for future impacts that may not anticipated at this time.

***Response: Based upon coordination with the City of Salem Public Works Department, the applicant will commit \$5,000 to the City upon Site Plan Review Approval. This money will be held in trust by the City to address traffic calming needs identified by the City in the adjacent residential neighborhoods to the south following the opening of the shopping center.***

**4. Condition 17 from CPC/ZC 06-06 states the following:**

The applicant, at the time of development application, shall coordinate with the Salem Area Transit District to enhance transportation and bus facilities on the site.

The land use application indicates that Salem-Keizer Transit has not been contacted. Please provide evidence that Salem-Keizer Transit has been notified of the proposed development and that the applicant is coordinating with Salem-Keizer Transit to enhance transportation and bus facilities to the site.

***Response: PacTrust has been coordinating with Chris French from Cherriots Transit regarding the potential of additional transit stops that could be incorporated as part of the proposed shopping center development. Included with this response is a copy of the email correspondence with Chris French regarding the proposed transit stops.***

**5. Pedestrian Access – Kuebler Gateway Shopping Center East -** Pedestrian access to the sidewalk along Kuebler Boulevard is not provided to the proposed 6,100 square foot retail building on the proposed site plan. Please revise the plans to provide a direct pedestrian route from the proposed building to the public sidewalk.

***Response: Please see revised Site Plan Drawing C200 prepared by Dowl that shows a pedestrian connection from the 6,100 sf retail building to Kuebler Boulevard near the existing right-in access to the shopping center.***

**6. SRC Chapter 806 – Interior Parking Area Landscaping -** In the summary table, the minimum amount of required interior parking lot landscaping is provided, however, the total parking lot area that this requirement is based off is not provided. Please include the total proposed parking lot areas for the development site in the summary table.

***Response: Please see the updated Overall Site Plan Drawing C2.0 prepared by Westech Engineers that shows both the landscape area provided and the total parking lot area.***

7. **SRC Chapter 806 – Off-Street Loading Spaces Required** - With the exception of the Costco building, the proposed site plan shows three new retail buildings that exceed 5,000 square feet in size.

Retail buildings that are 5,000-60,000 square feet in size require a minimum of one off-street loading space, a minimum of 12 feet in width, 30 feet in length, and 14 feet of unobstructed vertical clearance.

Please revise the site plan to include loadings spaces for these retail buildings. Alternatively, an off-street parking area meeting the requirements of this chapter may be used in place of a required off-street loading space when the use or activity does not require a delivery vehicle which exceeds a maximum combined vehicle and load rating of 8,000 pounds and the off-street parking area is located within 25 feet of the building or the use or activity that it serves.

***Response: Please see updated West Site Plan Drawing C3.0 prepared by Westech Engineers and East Site Plan Drawing C200 prepared by Dowl. The drawings have been revised to show loading spaces that are a minimum of 12 feet wide by 30 feet long at the retail buildings that exceed 5,000 square feet in size.***