

**From:** Rose Henlin <RHenlin@cityofsalem.net>  
**Sent:** Tuesday, June 1, 2021 2:02 PM  
**To:** Shannon Priem  
**Cc:** Luke Gmazel  
**Subject:** Public Works Operations site plan  
**Attachments:** 20210601 LTR SESNA site plan.pdf

Good afternoon,  
Attached is an informational letter and site plan for the proposed building at the City Shops on 23<sup>rd</sup> Street SE.  
If you have any questions about this project, please contact Luke Gmazel at 503-588-6211 or [lgmazel@cityofsalem.net](mailto:lgmazel@cityofsalem.net).  
Thank you.

**Rose Henlin**  
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**Public Works Department**

555 Liberty Street SE / Room 325 • Salem OR 97301-3513 • Phone 503-588-6211 • Fax 503-588-6025

June 1, 2021

Shannon Priem, Chair  
Southeast Salem Neighborhood Association (SESNA)

Dear Ms. Priem:

Please find the attached site plans for the proposed office building that will be the new headquarters for the City of Salem Public Works Operations and Engineering departments at 1457 23<sup>rd</sup> Street SE. This project will consist of a new two-story structure and associated parking, landscaping, and stormwater infrastructure.

The development will primarily be concentrated to the NE corner of the larger City Shops complex. Public access will be accommodated from 23<sup>rd</sup> Street SE with a new driveway entry and pedestrian walkways. The public visitor parking lot will include 15 new parking spaces including two ADA accessible spaces and four bicycle parking spaces. The north parking area will be employee parking for City staff including 79 new standard parking stalls. An existing employee parking lot located on the northwest corner of the development site will be modified to include pedestrian access to the new building from 22<sup>nd</sup> Street SE.

I will continue to provide updates as we progress through the design phase and I will schedule a time to present more detailed information at one of your upcoming meetings once we have developed some architectural renderings to share.

Please feel free to reach out with any questions regarding the development and neighborhood impact. We anticipate the start of construction before the end of 2021.

Sincerely,

Luke Gmazel, PE  
Senior Project Manager

RH/MD:/G:\GROUP\ENGINEERING\PROJECTS\CIP\719600 CITY SHOPS COMPLEX\DESIGN\CORRESPONDENCE-PUBLIC\20210528 LTR SESNA SITE PLAN.DOCX

Enclosures: Site plan

cc: Mayor Chuck Bennett; Councilor Tom Andersen, Ward 2; Darrin Brightman, Land Use Co-Chair, SESNA; Jeff Leach, Land Use Co-Chair, SESNA; Tammy Menkerud, Barney and Worth; Arnaud Verstuyf, Vice-Chair, SESNA; Peter Fernandez, PE, Public Works Director; Mark Becktel, AICP, Operations Division Manager; Brian Martin, PE, City Engineer; File: PN 719600, Design

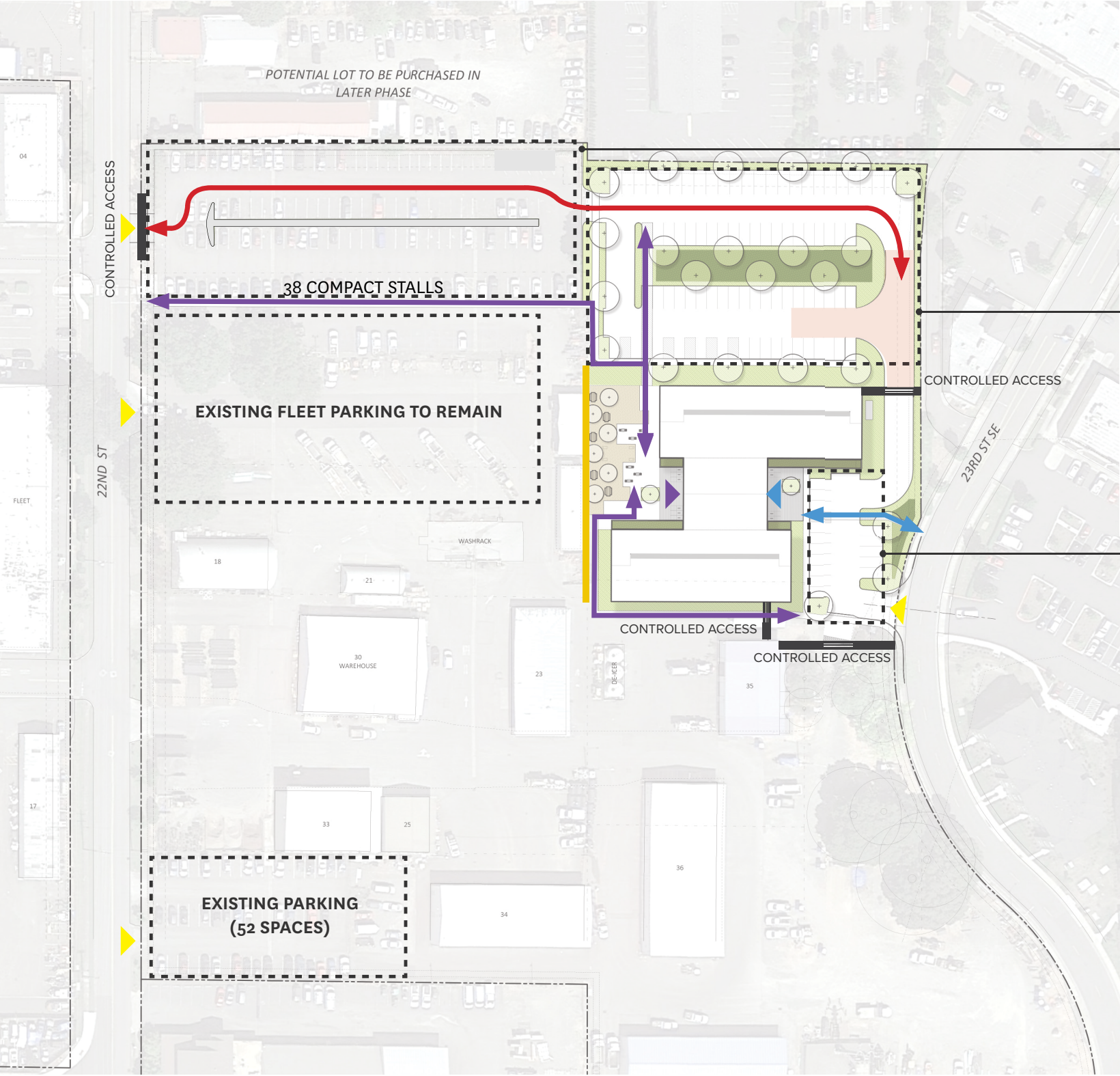
**Transportation and Utility Operations**  
1410 20<sup>th</sup> Street SE / Building 2  
Salem OR 97302-1209  
Phone 503-588-6063  
Fax 503-588-6480

**Parks Operations**  
1460 20<sup>th</sup> Street SE / Building 14  
Salem OR 97302-1209  
Phone 503-588-6336  
Fax 503-588-6305

**Willow Lake Water Pollution Control Facility**  
5915 Windsor Island Road N  
Keizer OR 97303-6179  
Phone 503-588-6380  
Fax 503-588-6387

❖ ADA Accommodations Will Be Provided Upon Request ❖  
Servicios razonables de accesibilidad se facilitarán por petición

East Parcel Landscape Plan



**EXISTING NON-CONFORMING EMPLOYEE PARKING (138 SPACES)**  
**MODIFY SOUTH STALLS TO (38) COMPACT TO PROVIDE PEDESTRIAN ACCESS.** REMOVAL OF 4 SPACES TO PROVIDE FIRE APPARATUS ACCESS  
NO LANDSCAPE AREA REQUIRED.

**NEW EMPLOYEE PARKING (79 SPACES, INCLUDING 7 ADA AND 24 LV)**  
42,170 SF AREA (5% REQUIRED INTERIOR LANDSCAPE / 2,109 SF)  
8,604 SF INTERIOR LANDSCAPE SHOWN

**VISITOR PARKING (15 SPACES, INCLUDING 1 ADA)**  
7,433 SF AREA (5% REQUIRED INTERIOR LANDSCAPE / 372 SF)  
742 SF INTERIOR LANDSCAPE SHOWN

PH 1 PARKING BREAKDOWN	
<b>284</b>	<b>PARKING SPACES (EAST PROPERTY)</b>
<b>99</b>	<b>FLEET/TRUCK SPACES (EAST PROPERTY)</b>
<b>15</b>	<b>VISITOR SPACES</b>

	CONTROLLED ACCESS			EMPLOYEE CIRCULATION / ENTRY
	DECORATIVE SCREEN			VISITOR CIRCULATION / ENTRY
				FIRE LANE / HAMMERHEAD
				VEHICULAR ACCESS
				PARKING AREA

NOTE: FIRE ACCESS FOR BUILDING TO BE PROVIDED INTERNAL TO SITE FOR NORTH, SOUTH AND WEST FACES AND FROM 23RD STREET ROW FOR EAST FACE.



HACKER

GROUNDWORKSHOP

Proposed Site Plan | 1457 23rd ST SE | MAY 27TH, 2021



