

# NOTICE OF DECISION

PLANNING DIVISION  
555 LIBERTY ST. SE, RM 305  
SALEM, OREGON 97301  
PHONE: 503-588-6173  
FAX: 503-588-6005



*Si necesita ayuda para comprender esta informacion, por forvor llame  
503-588-6173*

## PLANNING ADMINISTRATOR DECISION FOR SITE PLAN REVIEW

**CASE TYPE:** Class 2 Site Plan Review  
**AMANDA NO.:** 21-109485-RP  
**DATE OF DECISION :** September 1, 2021  
**PROPERTY LOCATION:** 3980 Airway Drive SE  
**APPLICANT:** Paul Young  
**ZONE:** IP (Industrial Park)  
PS (Public Service)  
**COMPREHENSIVE PLAN:** Industrial  
Parks, Open Space and Outdoor Recreation  
**OVERLAY:** McNary Field and Airport Overlay

### REQUEST

A Class 2 Site Plan Review to construct a 4,800 square foot airplane hangar on an 11,700 square foot leased portion of Salem Municipal Airport (McNary Field), zoned IP (Industrial Park) and PS (Public Service), designated IND (Industrial) and POS (Parks, Open Space and Outdoor Recreation) in the Salem Area Comprehensive Plan, within the McNary Field and Airport Overlay Zones, and located at 3980 Airway Drive SE 97302 (Marion County Assessor Map and Tax Lot 083W01 00100, 083W12A 00100, and 083W12A 00500).

### FINDINGS

The purpose of Site plan review is to provide a unified, consistent, and efficient means to review for development activity that requires a building permit, to ensure that such development meets all applicable standards of the UDC, including, but not limited to, standards related to access, pedestrian connectivity, setbacks, parking areas, external refuse storage areas, open areas, landscaping, and transportation and utility infrastructure. The site plan is attached.

Pursuant to SRC 220.005(b)(2), Class 2 Site Plan Review is required for any development that requires a building permit, other than development subject to Class 1 Site Plan Review, and that does not involve a land use decision or limited land use decision, as those terms are defined in ORS 197.015.

#### 1. Approval Criteria

SRC 220.005(f)(2) provides that an application for Class 2 Site Plan Review shall be granted if:

- (a) Only clear and objective standards which do not require the exercise of discretion or legal judgment are applicable to the application.

**Finding:** Only clear and objective standards apply to the proposed development.

(b) The application meets all the applicable standards of the UDC.

**Finding:** The following is a summary of the applicable development standards of the UDC.

## **Land Use**

### *Zoning*

Development of the property is subject to the provisions of the IP (Industrial Park) district (SRC Chapter 553), PS (Public Service) district (SRC Chapter 544), McNary Field Overlay zone (SRC Chapter 629), Airport Overlay zone (SRC Chapter 602), and all other applicable provisions of the Salem Revised Code.

### *Uses*

The Salem Zoning Code Chapter 400 establishes a framework for the classification of land uses based upon common functional, product, or physical characteristics, and to provide the basis for assignment of land uses to zones and overlay zones. Hangars are classified as Aviation Facilities uses and are permitted outright per Table 629-1: Uses. The proposed site plan is included as **Attachment A**.

### *SRC 553.010(a) & 544.010(a) - Lot Standards:*

There are no minimum lot area or dimension requirements in the IP zone. In the PS zone, minimum lot area is 10,000 square feet with dimensions of 50 feet in width minimum and 80 feet of depth minimum. All non-residential uses are required to have a minimum of 16 feet of street frontage.

**Staff Response:** The subject property consists of a lot that has frontage on Mission Street SE, 25<sup>th</sup> Street SE, Turner Road SE, or Airway Drive SE, exceeding the minimum frontage requirement.

### *SRC 553.010(b) & 544.010(b) - Setbacks:*

**North:** Adjacent to the north is the right-of-way for Mission Street SE and Turner Road SE. A minimum 20-foot setback is required for buildings and accessory structures not more than 35 feet tall. Buildings and accessory structures more than 35 feet tall within the PS zone are subject to a minimum setback of 20 feet, plus one foot for each one-foot of height over 35 feet, but the setback need not exceed 50 feet.

**South:** Adjacent to the south is the right-of-way for Airway Drive SE. A minimum 20-foot setback is required for buildings and accessory structures not more than 35 feet tall. Buildings and accessory structures more than 35 feet tall within the PS zone are subject to a minimum setback of 20 feet, plus one foot for each one-foot of height over 35 feet, but the setback need not exceed 50 feet.

**West:** Adjacent to the west is the right-of-way for 25<sup>th</sup> Street SE. A minimum 20-foot setback is required for buildings and accessory structures not more than 35 feet tall. Buildings and accessory structures more than 35 feet tall within the PS zone are subject

to a minimum setback of 20 feet, plus one foot for each one-foot of height over 35 feet, but the setback need not exceed 50 feet.

**East:** Adjacent to the east is the right-of-way for Turner Road SE. A minimum 20-foot setback is required for buildings and accessory structures not more than 35 feet tall. Buildings and accessory structures more than 35 feet tall within the PS zone are subject to a minimum setback of 20 feet, plus one foot for each one-foot of height over 35 feet, but the setback need not exceed 50 feet.

**Staff Response:** The proposed hangar is approximately 30 feet in height requiring a minimum 20-foot setback. The proposed hangar location exceeds the minimum 20-foot setback requirement for buildings and accessory structures. Therefore, the proposal complies with the setback requirements.

*SRC 553.010(c), 544.010(c), & 602.020(a) – Lot Coverage, Height:*

There is no maximum lot coverage standard within the IP zone. There is maximum lot coverage of 60% in the PS zone. The maximum height in the IP zone is 45 feet. The maximum height in the PS zone is 70 feet. The Airport Overlay Zone restricts the maximum height of the structure based on the location of the structure.

**Staff Response:** The proposed hangar is being constructed within the IP zoned portion of the site. The proposed hangar is approximately 30 feet in height and would be in compliance with the height limit of 45 feet in the IP zone.

*SRC 553.010(d) & 544.010(d) - Landscaping:*

**Setbacks.** Required setbacks shall be landscaped. Landscaping shall conform to the standards set forth in SRC Chapter 807.

**Vehicle Use Areas.** Vehicle use areas shall be landscaped as provided under SRC Chapter 806 and SRC Chapter 807.

**Development Site.** Class 2 Zoning Adjustment Case No. ADJ15-04 was approved in 2015 to eliminate the requirement that a minimum of 15 percent of the development site within the IP zone shall be landscaped. No landscaping is required within the proposed lease area.

**Staff Response:** The proposed site plan indicates adequate setback bufferyards and site landscaping area to meet SRC 554.010(d). No interior parking lot landscaping is required by SRC Chapter 806.

*SRC 553.010(e) – Outdoor Storage:*

Outdoor storage shall conform to the following standards:

- (1) Storage areas shall not be located within required setbacks.
- (2) Storage areas shall be enclosed by a minimum 6-foot-high sight-obscuring fence, wall, or hedge; or a berm.
- (3) Materials and equipment stored shall not exceed a maximum height of 14 feet above grade; provided, however, materials and equipment more than 6 feet in height above grade shall be screened by sight-obscuring landscaping.

**Staff Response:** The proposed site plan does not indicate an outdoor storage area.

## **Off-Street Parking, Loading, and Driveways SRC Chapter 806**

### *SRC 806.005 - Off-Street Parking; When Required.*

Off-street parking shall be provided and maintained for each proposed new use or activity.

### *SRC 806.010 - Proximity of Off-Street Parking to Use or Activity Served.*

Required off-street parking shall be located on the same development site as the use or activity it serves.

**Staff Response:** The proposed off-street parking is provided on the same development site as the use it serves.

### *SRC 806.015 - Amount of Off-Street Parking.*

*Minimum Required Off-Street Parking.* The minimum number of off-street parking spaces required for an aviation facility is the greater of 0.75 space per employee or 1 parking space per 5,000 sq. ft.

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

*Carpool and Vanpool Parking.* New developments with 60 or more required off-street parking spaces shall designate a minimum of 5 percent of their total off-street parking spaces for carpool or vanpool parking.

*Maximum Off-Street Parking.* Unless otherwise provided under the UDC, off-street parking shall not exceed the amounts set forth in Table 806-2.

**Staff Response:** The applicant states that no employees will be working at the hangar. The minimum number of parking spaces is 1 space per 5,000 sq. ft. The proposed hangar is approximately 4,800 square feet requiring one off-street parking space. The applicant's site plan indicates two off-street parking space are provided. Carpool/vanpool or compact parking is not required.

### *SRC 806.035 - Off-Street Parking and Vehicle Use Area Development Standards.*

*General Applicability.* The off-street parking and vehicle use area development standards set forth in this section apply to the development of new off-street parking and vehicle use areas.

*Location.* Off-street parking and vehicle use areas shall not be located within required setbacks.

*Perimeter Setbacks and Landscaping.* Perimeter setbacks 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.

**North:** Adjacent to the north is the right-of-way for Mission Street SE and Turner Road SE. SRC 806.035(c)(2)(A) provides that the off-street parking and vehicle use area shall be setback a minimum of 6 to 10 feet.

**South:** Adjacent to the south is the right-of-way for Airway Drive SE. SRC 806.035(c)(2)(A) provides that the off-street parking and vehicle use area shall be setback a minimum of 6 to 10 feet.

**West:** Adjacent to the west is the right-of-way for 25<sup>th</sup> Street SE. SRC 806.035(c)(2)(A) provides that the off-street parking and vehicle use area shall be setback a minimum of 6 to 10 feet.

**East:** Adjacent to the east is the right-of-way for Turner Road SE. SRC 806.035(c)(2)(A) provides that the off-street parking and vehicle use area shall be setback a minimum of 6 to 10 feet.

**Staff Response:** The proposed site plan indicates the parking and vehicle use area setbacks exceed the minimum 6 to 10 foot setback requirement to property lines abutting streets. Therefore, the proposal complies with the setback requirements.

**Adjacent to Buildings and Structures:** The off-street parking or vehicle use area shall be set back from the exterior wall of the building or structure by a minimum 5-foot-wide landscape strip or by a minimum 5-foot-wide paved pedestrian walkway.

**Staff Response:** The applicant's site plan indicates a 5-foot-wide paved pedestrian walkway in between the exterior wall of the new hangar and the off-street parking area is proposed. The proposal meets this standard.

*Interior Landscaping.* Interior landscaping shall be required for off-street parking areas 5,000 square feet or greater in size.

**Staff Response:** The proposed parking area is under 5,000 square feet in size; therefore, this standard is not applicable.

*Off-Street Parking Area Dimensions.* Off-street parking areas shall conform to the minimum dimensions set forth in Table 806-6.

**Staff Response:** As proposed, the parking spaces meet the minimum dimensional requirements of SRC 806.

*Additional Off-Street Parking Development Standards 806.035(f)-(m).*

**Staff Response:** The proposed off-street parking area is developed consistent with the additional development standards for bumper guards, grade, surfacing, and drainage. Off-street parking area screening is not required for the proposed parking area.

*SRC 806.040 - Driveway Development Standards.*

**Access.** Off-street parking and vehicle use areas 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.

**Location.** Driveways shall not be located within required setbacks.

*Additional Development Standards 806.040(c)-(g).*

**Staff Response:** The off-street parking spaces take direct access from a shared paved taxiway that serves the existing and future hangars; no interior driveway is proposed.

## **Bicycle Parking**

*SRC 806.045 - General Applicability.*

Bicycle parking shall be provided and maintained for each proposed new use or activity.

*SRC 806.050 - Proximity of Bicycle Parking.*

Bicycle parking shall be located on the same development site as the use or activity it serves.

**Staff Response:** The site plan indicates bike parking will be provided on the same development site as the aviation facilities use.

*SRC 806.055 - Amount of Bicycle Parking.*

Bicycle parking shall be provided in amounts not less than those set forth in Table 806-8. The use requires the greater of 4 spaces or 1 space per 10,000 square feet.

**Access.** Bicycle parking areas shall have direct and accessible access to the public right-of-way and the primary building entrance.

**Dimensions.** Bicycle parking spaces shall be a minimum of 6 feet by 2 feet and shall be served by a minimum 4-foot-wide access aisle.

**Bicycle Racks.** Where bicycle parking is provided in racks, the racks may be floor, wall, or ceiling racks. 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; 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; racks shall be of a material that resists cutting, rusting, and bending or deformation; and be securely anchored.

**Staff Response:** The proposed hangar is approximately 4,800 square feet in gross floor area, requiring a minimum of four bicycle parking spaces. The site plan indicates four bicycle parking spaces are being provided by two U-shaped bicycle racks. This standard is met.

## **Off-Street Loading Areas**

*SRC 806.065 - General Applicability.*

Off-street loading areas shall be provided and maintained for each proposed new use or activity.

*SRC 806.070 - Proximity of Off-Street Loading Areas to Use or Activity Served.*

Off-street loading areas shall be located on the same development site as the use or activity it serves.

*SRC 806.075 - Amount of Off-Street Loading.*

Off-street loading shall be provided in amounts not less than those set forth in Table 806-9. 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.

**Staff Response:** Uses within transportation facilities with a floor area of 5,000 to 100,000 square feet require one off-street loading area with dimensions of 12 feet wide, 40 feet long and 14 feet for height clearance. The proposed hangar is approximately 4,800 square feet in floor area, therefore; no off-street loading spaces are required.

**Pedestrian Access SRC 800**

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.

*SRC 800.065(a)(1) – Pedestrian connections between building entrances and streets.*

A pedestrian connection shall be provided between the primary building 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:** Class 2 Adjustment Case No. ADJ20-07 was approved in 2020 to eliminate the Pedestrian Access standards inside the secured perimeter fencing, including runways, taxi ways, aircraft hangers and secured interior corridors of the Salem Municipal Airport (McNary Field). The proposed development site is located within the secured perimeter fencing of the airfield; therefore, no pedestrian access standards are required within the proposed lease area for the hangars.

**Natural Resources**

*SRC 601 – Floodplain:*

Public Works staff has reviewed the Flood Insurance Study, Flood Insurance Rate Maps and Interim Flood Hazard Area Maps and has determined that no floodplain or floodway areas exist within the lease space area of the proposed hangar.

*SRC 808 - Preservation of Trees and Vegetation:* The City's tree preservation ordinance, under SRC Chapter 808, provides that no person shall remove a significant tree (Oregon White Oak greater than 24 inches in diameter at breast height) (SRC 808.015) or a tree or native vegetation in a riparian corridor (SRC 808.020), unless the removal is excepted under SRC 808.030(a)(2), undertaken pursuant to a permit issued under SRC 808.030(d), undertaken pursuant to a tree conservation plan approved under SRC 808.035, or permitted by a variance granted under SRC 808.045.

No protected trees or native vegetation have been identified on the site plan for removal.

*SRC 809 – Wetlands:* The Salem-Keizer Local Wetland Inventory (LWI) does not show wetland area(s) or hydric soils mapped on the property.

*SRC 810 - Landslide Hazards:* SRC Chapter 810 requires a geological assessment or report when regulated activity is proposed in a mapped landslide hazard area. According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no areas of landslide susceptibility on within the lease space area. Therefore, no geological assessment of the property is required.

*Archeological Review* - The subject property is located within the City's Historic and Cultural Resources Projection Zone due to the possibility of archaeological resources being present on the site. Because of this, archeological review, in addition to the land use applications identified above, may also be required for the proposed development. Because of the potential for archaeological resources being present on the site, the applicant may be required to have an **Inadvertent Discovery Plan (IDP)** for the project in place in case any resources are inadvertently discovered during construction or ground disturbing activity.

Kimberli Fitzgerald, the City's Historic Preservation Officer, is available to answer any questions you may have regarding the requirements associated with the potential archeological resources on the property. Kimberli can be reached at 503-540-2397 or [KFitzgerald@cityofsalem.net](mailto:KFitzgerald@cityofsalem.net).

### **Historic Property Status**

The subject property is not listed as a historic resource.

### **Previous Land Use Actions**

Conditional Use/Site Plan Review Case No.14-05, Zoning Adjustment Case No. 08-7, Zoning Adjustment Case No.15-04, and Zoning Adjustment Case No. 20-07 were previously approved on the subject property. The previous land use actions include no conditions that conflict with the applicant's proposed site plan, and the proposed development is consistent with these previously approved land use actions.

### **City Department Comments**

The Building and Safety Division reviewed the proposal and commented "With the property separation distances shown, all construction types except Type V construction may be used. The proposed hangar height is called out at 30-feet. If the door height is taller than 28-feet all fire suppression requirements will need to be for a Group I hangar.



If the hangar is under 28-feet, the hangar can be classified as a Group III. Development of the hangar will be reviewed for conformance with these requirements at the time of building permit application review.”

The Public Works Department reviewed the proposal and provided a memo which is included as **Attachment B**.

The Fire Department has reviewed the proposal and commented, “Unable to evaluate the existing water supply from the provided site plan. Fire Department access and water supply will be required per the Oregon fire code and will be reviewed for conformance at building permit application.

## 1. Conclusion

Based on conformance with the preceding requirements, the Planning Administrator finds that the proposed site plan for property located at 3980 Airway Drive SE complies with approval criteria provided in SRC 220.005(f)(1).

## **DECISION**

Final approval of the attached site plan is hereby GRANTED subject to SRC Chapter 220 and the applicable standards of the Salem Revised Code and providing compliance occurs with any applicable items noted above. This decision is final a final land use decision.

Please Note: Findings included in this decision by the direction of the Salem Fire Department are based on non-discretionary standards. Fire Code related findings are intended to inform the applicant of the clear and objective Fire Prevention Code standards of SRC Chapter 58 that will apply to this development proposal on application for building permit(s). Additional or different Fire Prevention Code standards may apply based on the actual building permit application submitted.

If a building permit application has not already been submitted for this project, please submit a copy of this decision with your building permit application for the work proposed.

If you have any questions regarding items in this site plan review, please contact Sally Long at 503-540-2311 or by email at [sjlong@cityofsalem.net](mailto:sjlong@cityofsalem.net).



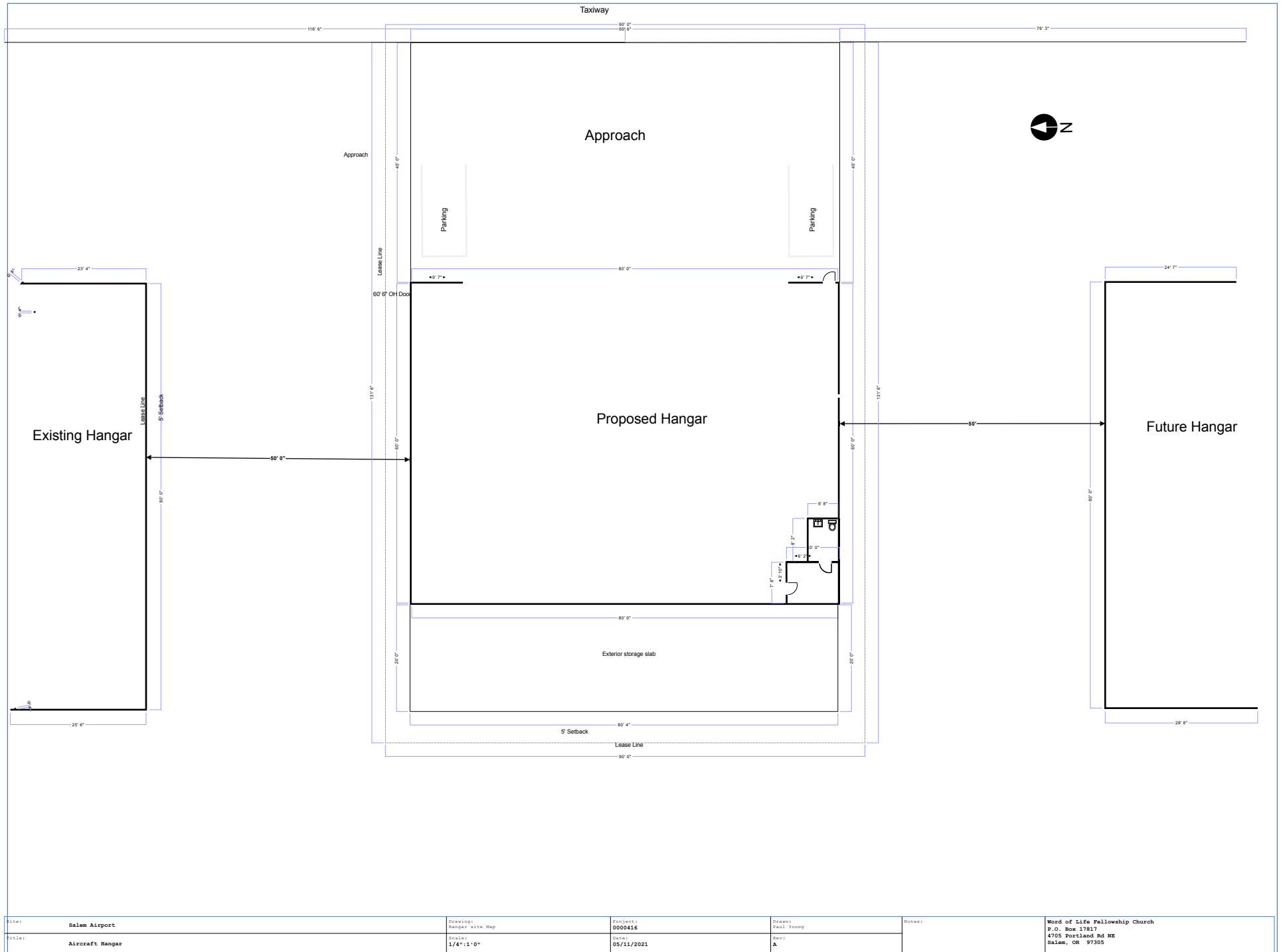
Sally Long, Planner I, on behalf of  
Lisa Anderson-Ogilvie, AICP  
Planning Administrator

Application Deemed Complete:  
Decision Mailing Date:  
State Mandated Decision Date:

August 11, 2021  
September 1, 2021  
December 9, 2021

Attachments: A)      Proposed Site Plan  
                     B)      Public Works Memo

G:\CD\PLANNING\Sally\Site Plan Review\Class 2\3980 Airway Dr SE - Hangar\21-109485-RP.sjl.docx



Site:	Salem Airport	Drawing:	Hangar Site Map	Project:	0000416	Drawn:	Paul Young	Notes:	Word of Life Fellowship Church
Title:	Aircraft Hangar	Scale:	1/4"=1'-0"	Date:	05/11/2021	Rev:	A		P.O. Box 17817 4705 Portland Rd NE Salem, OR 97305



# MEMO

**TO:** Sally Long, Planner I  
Community Development Department

**FROM:** Glenn Davis, PE, CFM, Chief Development Engineer  
Public Works Department

**DATE:** September 1, 2021

**SUBJECT:** PUBLIC WORKS RECOMMENDATIONS  
CLASS 2 SITE PLAN REVIEW (21-109485-RP)  
3980 AIRWAY DRIVE SE  
AIRPLANE HANGAR

## PROPOSAL

A Class 2 Site Plan Review to construct a 4,800-square-foot airplane hangar on a leased portion of Salem Municipal Airport (McNary Field), zoned IP (Industrial Park) and PS (Public Service), designated IND (Industrial) and POS (Parks, Open Space, and Outdoor Recreation) in the Salem Area Comprehensive Plan, within the McNary Field and Airport Overlay Zones, and located at 3980 Airway Drive SE 97302 (Marion County Assessor Map and Tax Lot 083W01 00100, 083W12A 00100, and 083W12A 00500).

## SUMMARY OF FINDINGS

The proposed development meets applicable criteria related to Public Works infrastructure.

## FINDINGS

### 1. Utility Services

Finding—Design and construct all utilities (sewer, water, and storm drainage) according to the PWDS and to the satisfaction of the Public Works Director. Construction plans shall be approved and secured per SRC Chapter 77 prior to building permit issuance, and the improvements shall be completed and accepted to the satisfaction of the Public Works Director prior to occupancy.

### 2. Streets

Finding—The existing street system is adequate to serve the proposed development and the development meets the exceptions described in SRC 803.040(d); therefore, no right-of-way dedication or street improvements are required. The proposed hangar accesses a private taxiway internal to the Airport property. No changes are proposed to the existing access location.

3. Storm Drainage System

Finding—At the time of development, the applicant shall be required to design and construct a storm drainage system in compliance with SRC Chapter 71 and PWDS for areas of new and replaced impervious surfaces. An existing stormwater system for the Airport lease spaces provides flow control for the proposed development.

4. Floodplain Development

Finding—Public Works staff has reviewed the Flood Insurance Study and Flood Insurance Rate Maps and has determined that no floodplain or floodway areas exist within the lease space area of the proposed hangar.

5. Natural Resources

Finding—The Salem-Keizer Local Wetland Inventory does not show wetland area(s) or hydric soils mapped within the lease space area.

According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no areas of landslide susceptibility on within the lease space area.

cc: File