



NOTICE of FILING

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.

CASE NUMBER:	Class 3 Site Plan Review / Class 2 Adjustment Case No. SPR-ADJ22-04
PROPERTY LOCATION:	2450 Lancaster Dr NE, Salem OR 97305
NOTICE MAILING DATE:	January 20, 2022
PROPOSAL SUMMARY:	An application for various site improvements, including reconfiguration of an existing parking lot and relocation of a trash enclosure.
COMMENT PERIOD:	All written comments must be submitted to City Staff no later than <u>5:00 p.m., Thursday, February 3, 2022</u>. Please direct any questions and/or comments to the Case Manager listed below. Comments received after the close of the comment period will not be considered. Note: Comments submitted are <u>public record</u>. This includes any personal information provided in your comment such as name, email, physical address and phone number.
CASE MANAGER:	Brandon Pike, Planner I , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2326; E-mail: bpike@cityofsalem.net
NEIGHBORHOOD ASSOCIATION:	<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: elephant2@comcast.net .
ACCESS:	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
CRITERIA TO BE CONSIDERED:	Salem Revised Code (SRC) Chapter(s) 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: http://bit.ly/salemorcode . Type in the chapter number(s) listed above to view the applicable criteria.

PROPERTY OWNER(S):	Salem Keizer School District 24J
APPLICANT(S):	Joel Smallwood, Salem Keizer School District 24J
PROPOSAL REQUEST:	<p>A consolidated application containing a Class 3 Site Plan Review for various site improvements, including new pedestrian paths and ADA parking spaces within an existing off-street parking area, relocation of a trash enclosure, and a new propane tank. The application includes Class 2 Adjustments to:</p> <ol style="list-style-type: none"> 1) Reduce the minimum setback between a proposed accessory structure and the north property line from 15 to 10 feet; 2) Eliminate a required pedestrian connection through an existing off-street parking area; 3) Eliminate a required pedestrian connection to an abutting property; and 4) Reduce the minimum percentage of interior parking lot landscaping for an existing off-street parking area from five to two percent. <p>The subject property is approximately 1.86 acres in size, zoned CO (Commercial Office), and located at 2450 Lancaster Drive NE (Marion County Assessor map and tax lot number: 072W18CD / 300).</p>
APPLICATION PROCESS:	<p>Following the close of the Public Comment Period, a decision will be issued and mailed to the applicant, property owner, affected neighborhood association, anyone who submitted written comments, and anyone who received notice of the land use request.</p> <p>Failure to raise an issue in writing prior to the close of the Public Comment Period 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>
MORE INFORMATION:	<p>All materials submitted by the applicant, including any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports; any materials and comments from public agencies, City departments, neighborhood associations, and the public, are available upon request. You can also find out more information about the status of the proposed application on the City's online Permit Application Center at https://permits.cityofsalem.net. Just enter the permit number listed here: 21 119096</p>

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

REQUEST FOR COMMENTS

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

REGARDING: Class 3 Site Plan Review / Class 2 Adjustment Case No. SPR-ADJ22-04

PROJECT ADDRESS: 2450 Lancaster Dr NE, Salem OR 97305

AMANDA Application No.: 21-119096-RP / 21-119101-ZO

COMMENT PERIOD ENDS: Thursday, February 3, 2022 at 5:00 P.M.

SUMMARY: An application for various site improvements, including reconfiguration of an existing parking lot and relocation of a trash enclosure.

REQUEST: A consolidated application containing a Class 3 Site Plan Review for various site improvements, including new pedestrian paths and ADA parking spaces within an existing off-street parking area, relocation of a trash enclosure, and a new propane tank. The application includes Class 2 Adjustments to:

- 1) Reduce the minimum setback between a proposed accessory structure and the north property line from 15 to 10 feet;
- 2) Eliminate a required pedestrian connection through an existing off-street parking area;
- 3) Eliminate a required pedestrian connection to an abutting property; and
- 4) Reduce the minimum percentage of interior parking lot landscaping for an existing off-street parking area from five to two percent.

The subject property is approximately 1.86 acres in size, zoned CO (Commercial Office), and located at 2450 Lancaster Drive NE (Marion County Assessor map and tax lot number: 072W18CD / 300).

The Planning Division is interested in hearing from you about the attached proposal. Staff will prepare a Decision that includes consideration of comments received during this comment period. We are interested in receiving pertinent, factual information such as neighborhood association recommendations and comments of affected property owners or residents. The complete case file, including all materials submitted by the applicant and any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports, are available upon request.

Comments received by 5:00 p.m., Thursday, February 3, 2022, will be considered in the decision process. Comments received after this date will be not considered. *Comments submitted are public record. This includes any personal information provided in your comment such as name, email, physical address and phone number. Mailed comments can take up to 7 calendar days to arrive at our office. To ensure that your comments are received by the deadline, we recommend that you e-mail your comments to the Case Manager listed below.*

CASE MANAGER: Brandon Pike, Planner I, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: 503-540-2326; E-Mail: bpik@cityofsalem.net.

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PLEASE CHECK THE FOLLOWING THAT APPLY:

- ☐ 1. I have reviewed the proposal and have no objections to it.
- ☐ 2. I have reviewed the proposal and have the following comments: _____

Name/Agency & Date: _____

Address: _____

Phone: _____

Email: _____

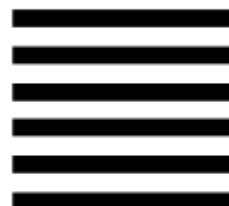
IMPORTANT: IF YOU MAIL COMMENTS, PLEASE FOLD AND RETURN THIS POSTAGE-PAID FORM



POSTAGE WILL BE PAID BY ADDRESSEE

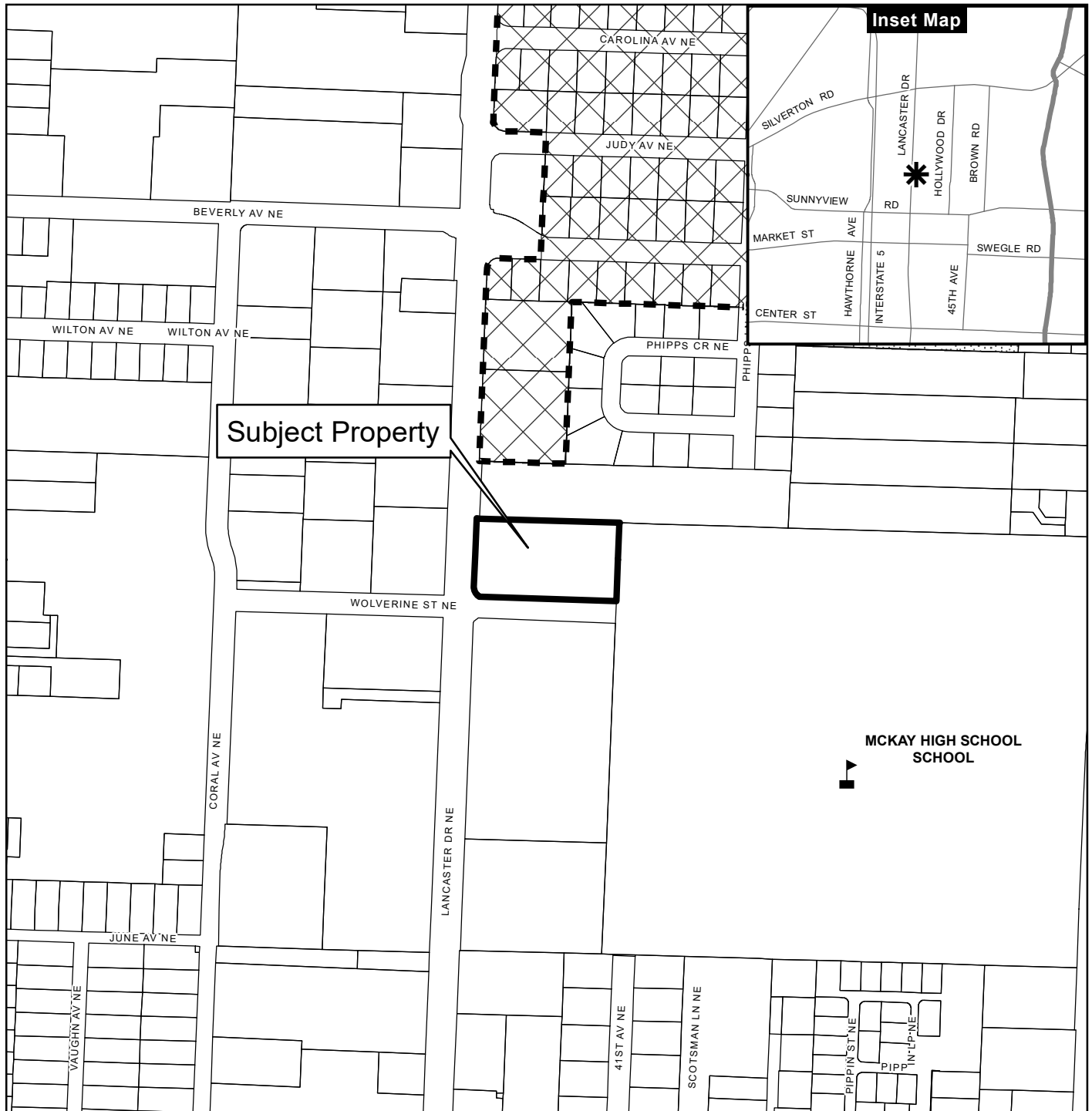
PLANNING DIVISION
CITY OF SALEM RM 305
555 LIBERTY ST SE
SALEM OR 97301-9907

NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES



Vicinity Map

2450 Lancaster Drive NE



Legend

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

- Parks

CITY OF Salem
AT YOUR SERVICE
Community Development Dept.

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