

# 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 / Class 2 Driveway Approach Permit / Class 1 Design Review Case No. SPR-ADJ-DAP-DR21-13

**PROJECT ADDRESS:** 1610 Lancaster Dr SE, Salem OR 97317

**AMANDA Application No.:** 21-101664-RP, 21-101693-ZO, 21-101669-ZO, 21-101667-DR

**COMMENT PERIOD ENDS:** May 19, 2021

**SUMMARY:** A proposal to construct a 6-unit apartment building while retaining an existing single family dwelling.

**REQUEST:** A consolidated application containing a Class 3 Site Plan Review and Class 1 Design Review for the development of a new apartment building with associated site improvements, a Class 2 Driveway Approach Permit to allow driveway access onto 40th Place SE, and Class 2 Adjustment requests to:

- 1) Reduce the minimum setback for buildings to the north property line from 10 feet to 6 feet;
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- 3) Allow a portion of an off-street parking area to be located between a building and a street; and
- 4) Adjust a vision clearance area for the proposed driveway approach.

The subject property is approximately 0.40 acres in size, zoned RM-II (Multiple Family Residential-II), and located at 1610 Lancaster Drive SE (Marion County Assessor map and tax lot number(s): 082W06AB / 9200).

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. Wednesday, May 19, 2021,** will be considered in the decision process. Comments received after this date will be not considered. **\*\*PLEASE NOTE: City offices have very limited staffing due to COVID-19. 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, Phone: 503-540-2326; E-Mail: [bpike@cityofsalem.net](mailto:bpike@cityofsalem.net).

For information about Planning in Salem, please visit: <http://www.cityofsalem.net/planning>

## PLEASE CHECK THE FOLLOWING THAT APPLY:

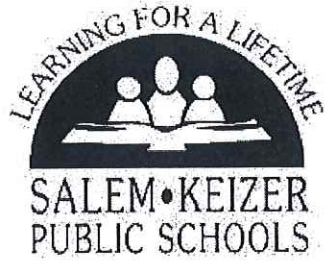
1. I have reviewed the proposal and have no objections to it.

2. I have reviewed the proposal and have the following comments: See attached

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name/Agency: Salem-Keizer Public Schools, Planning and Property Services  
Address: 3630 State Street, Salem OR 97301  
Phone: David Fridenmaker, Manager  
Email: 503-399-3335  
Date: 5.18.21

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



DAVID FRIDENMAKER, Manager  
Facility Rental, Planning, Property Services  
3630 State Street, Bldg. C ● Salem, Oregon 97301-5316  
503-399-3335 ● FAX: 503-375-7847

Christy Perry, Superintendent

May 18, 2021

Brandon Pike  
Planning Division, City of Salem  
555 Liberty Street SE, Room 305  
Salem OR 97301

RE: Land Use Activity Case No. SPR-ADJ-DAP-DR21-13, 1610 Lancaster Dr. SE

The City of Salem issued a Request for Comments for a Land Use Case as referenced above. Please find below comments on the impact of the proposed land use change on the Salem-Keizer School District.

#### **IDENTIFICATION OF SCHOOLS SERVING THE SUBJECT PROPERTY**

The School District has established geographical school attendance areas for each school known as school boundaries. Students residing in any residence within that boundary are assigned to the school identified to serve that area. There are three school levels, elementary school serving kindergarten thru fifth grade, middle school serving sixth thru eighth grade, and high school serving ninth thru twelfth grade. . The schools identified to serve the subject property are:

<b>School Name</b>	<b>School Type</b>	<b>Grades Served</b>
Miller	Elementary	K thru 5
Houck	Middle	6 thru 8
North Salem	High	9 thru 12

Table 1

#### **SCHOOL CAPACITY & CURRENT ENROLLMENT**

The School District has established school capacities which are the number of students that a particular school is designed to serve. Capacities can change based on class size. School capacities are established by taking into account core infrastructure (gymnasium, cafeteria, library, etc.) counting the number of classrooms and multiplying by the number of students that each classroom will serve. A more detailed explanation of school capacity can be found in the School District's adopted Facility Plan.

School Name	School Type	School Enrollment	School Design Capacity	Enroll./Capacity Ratio
Miller	Elementary	407	387	105%
Houck	Middle	1,052	1,224	86%
North Salem	High	2,076	2,248	92%

Table 2

**POTENTIAL ADDITIONAL STUDENTS IN BOUNDARY AREA RESULTING FROM APPROVAL OF LAND USE CASE**

The School District anticipates the number of students that may reside at the proposed development based on the housing type, single family (SF), duplex/triplex/four-plex (DU), multi-family (MF) and mobile home park (MHP). The School District commissioned a study by the Mid-Willamette Valley Council of Governments in 2014 to determine an estimate of students per residence, for the Salem-Keizer area, in each of the four housing types. Since the results are averages, the actual number of students in any given housing type will vary. The table below represents the resulting estimates for the subject property:

School Type	Qty. of New Residences	Housing Type	Average Qty. of Students per Residence	Total New Students
Elementary	6	MF	0.201	1
Middle	6	MF	0.077	0
High	6	MF	0.084	1

Table 3

**POTENTIAL EFFECT OF THIS DEVELOPMENT ON SCHOOL ENROLLMENT**

To determine the impact of the new residential development on school enrollment, the School District compares the school capacity to the current enrollment plus estimates of potential additional students resulting from land use cases over the previous two calendar years. A ratio of the existing and new students is then compared with the school design capacity and expressed as a percentage to show how much of the school capacity may be used.

School Name	School Type	School Enrollment	New Students During Past 2 yrs	New Student from this Case	Total New Students	School Design Cap.	Enroll./Cap. Ratio
Miller	Elem.	407	2	1	3	387	106%
Houck	Mid.	1,052	32	0	32	1,224	89%
North Salem	High	2,076	37	1	38	2,248	94%

Table 4

**ESTIMATE OF THE EFFECT ON INFRASTRUCTURE – IDENTIFICATION OF WALK ZONES AND SCHOOL TRANSPORTATION SERVICE**

Civic infrastructure needed to provide connectivity between the new residential development and the schools serving the new development will generally require roads, sidewalks and bicycle lanes. When developing within one mile of school(s), adequate pathways to the school should be provided that would have raised sidewalks. If there are a large number of students walking, the sidewalks should be wider to accommodate the number of students that would be traveling the

path at the same time. Bike lanes should be included, crosswalks with flashing lights and signs where appropriate, traffic signals to allow for safe crossings at busy intersections, and any easements that would allow students to travel through neighborhoods. If the development is farther than one mile away from any school, provide bus pullouts and a covered shelter (like those provided by the transit district). Locate in collaboration with the District at a reasonable distance away from an intersection for buses if the distance is greater than ½ mile from the main road. If the distance is less than a ½ mile then raised sidewalks should be provided with stop signs where students would cross intersections within the development as access to the bus stop on the main road. Following is an identification, for the new development location, that the development is either located in a school walk zone or is eligible for school transportation services.

School Name	School Type	Walk Zone or Eligible for School Transportation
Miller	Elementary	Eligible for School Transportation
Houck	Middle	Eligible for School Transportation
North Salem	High	Eligible for School Transportation

Table 5

**ESTIMATE OF NEW SCHOOL CONSTRUCTION NEEDED TO SERVE DEVELOPMENT**

The School District estimates the cost of constructing new school facilities to serve our community. The costs of new school construction is estimated using the Rider Levett Bucknall (RLB) North America Quarterly Construction Cost Report and building area per student from Cornerstone Management Group, Inc. estimates. The costs to construct school facilities to serve the proposed development are in the following table.

School Type	Number of Students	Estimate of Facility Cost Per Student*	Total Cost of Facilities for Proposed Development*
Elementary	1	\$60,840	\$60,840
Middle	0	\$72,735	\$0
High	1	\$84,630	\$84,630
TOTAL			\$145,470

Table 6

\*Cornerstone Management Group, Inc. estimates based on RLB cost index average, 2020 Second Quarter.

Sincerely,



David Fridenmaker, Manager  
 Planning and Property Services

c: Mike Wolfe, Chief Operations Officer, David Hughes, Director – Custodial, Property and Auxiliary Services, T.J. Crockett, Director of Transportation

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- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Name/Agency: OZZ Rentals LLC

Address: Mr. Herbert Millard

Phone: 1550 Lancaster Dr SE

Email: Salem, OR 97317 hmre911@gmail.com

Date: 05-10-2021

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RECEIVED  
COMMUNITY DEVELOPMENT  
MAY 18 2021  
RECEIVED  
COMMUNITY DEVELOPMENT

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MAY 12 2021

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COMMUNITY DEVELOPMENT

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2. I have reviewed the proposal and have the following comments:

*There will be too many parked cars on street. I don't see people from second floor to look in my windows way to much.*

*Congestion on street.*

Name/Agency: Suzanne Bigelow (Suzie's Hairtastic Salon)  
 Address: 1694 40th PL SE Salem 97317  
 Phone: 971-283-0679  
 Email: hairdo.sb@gmail.com  
 Date: 5/7/21

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*I run a business out of my home. It will make it more difficult to pull in & out of my drive way for my clients & me.*

**TO:** Brandon Pike, Planner, I  
Community Development Department

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



**DATE:** June 24, 2021

**SUBJECT: PUBLIC WORKS RECOMMENDATIONS  
SPR-ADJ-DAP-DR21-13 (21-101664-RP)  
1610 LANCASTER DRIVE SE  
SIX-UNIT APARTMENT BUILDING**

## **PROPOSAL**

A consolidated Class 3 Site plan Review, Class 2 Driveway Approach Permit, and Class 2 Adjustment for vision clearance for the development of a new apartment building with associated site improvements. The subject property is approximately 0.40 acres in size, zoned RM-II (Multiple Family Residential-II), and located at 1610 Lancaster Drive SE (Marion County Assessor map and tax lot number(s): 082W06AB / 09200).

## **RECOMMENDED CONDITIONS OF APPROVAL**

1. Convey land for dedication to equal a half-width right-of-way of 48 feet on the development side of Lancaster Drive SE.
2. Construct curb line sidewalk along the frontage of 40<sup>th</sup> Place SE.
3. Provide an Option B streetlight to PGE standards along 40<sup>th</sup> Place SE.
4. Install street trees to the maximum extent feasible along all frontages.
5. Close the existing driveway approach along the Lancaster Drive SE frontage of the subject property.
6. Design and construct a storm drainage system at the time of development in compliance with SRC Chapter 71 and PWDS.

## **FACTS**

### **Streets**

#### 1. Lancaster Drive SE

- a. Standard—This street is designated as a Major Arterial street in the Salem TSP. The standard for this street classification is a 68-foot-wide improvement within a 96-foot-wide right-of-way.
- b. Existing Conditions—This street has an approximate 50-foot improvement within a 68-foot-wide right-of-way abutting the subject property.

#### 2. 40<sup>th</sup> Place SE

- a. Standard—This street is designated as a Local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way.
- b. Existing Conditions—This street has an approximate 34-foot improvement within a 60-foot-wide right-of-way abutting the subject property.

### **Storm Drainage**

#### 1. Existing Conditions

- a. A 10-inch storm main is located within an easement (R2158 P336) along the western boundary of the subject property.
- b. An 8-inch storm main is located in 40<sup>th</sup> Place SE.

### **Water**

#### 1. Existing Conditions

- a. The subject property is located in the G-0 water service level.
- b. There are 8-inch water mains located in Lancaster Drive SE and 40<sup>th</sup> Place SE.

### **Sanitary Sewer**

#### 1. Existing Conditions

- a. An 8-inch sewer main is located in 40<sup>th</sup> Place SE.



## **CRITERIA AND FINDINGS**

Analysis of the development based on relevant criteria in SRC 220.005(f)(3) is as follows:

### **Criteria: SRC 220.005(f)(3)(A) The application meets all applicable standards of the UDC (*Unified Development Code*)**

**Finding**—With completion of the conditions above, the subject property meets all applicable standards of the following chapters of the UDC: 601 – Floodplain; 802 – Public Improvements; 803 – Streets and Right-of-Way Improvements; 804 – Driveway Approaches; 805 – Vision Clearance; 809 – Wetlands; and 810 - Landslides.

Public Works staff has reviewed the Flood Insurance Study and Flood Insurance Rate Maps and has determined that no floodplain or floodway areas exist on the subject property.

According to the Salem-Keizer Local Wetland Inventory (LWI), the subject property does not contain any wetland areas or hydric soils.

According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no mapped landslide hazard areas on the subject property.

### **Criteria: SRC 220.005(f)(3)(B) The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately**

**Finding**—The existing right-of-way along the frontage of Lancaster Drive SE does not meet current standards for its classification of street pursuant to the Salem TSP. The applicant shall convey for dedication a half-width right-of-way of 48 feet to Major Arterial street standards as specified in the PWDS.

The existing street condition along the frontage of Lancaster Drive SE is fully urbanized and lacks only street trees. The applicant shall install street trees to the maximum extent feasible pursuant to SRC 86.015(e) and in accordance with PWDS. Lancaster Drive SE is authorized as an Alternative street under SRC 803.065(a)(2) because the improvement was fully developed to standards that were in place at the time of original construction.

The existing right-of-way along the frontage of 40<sup>th</sup> Place SE meets the current right-of-way standards for its classification of street pursuant to the Salem TSP; therefore, no additional right-of-way is required along this frontage. The existing street condition along the frontage of 40<sup>th</sup> Place SE is underimproved as defined in SRC 803.005. The street frontage is currently lacking sidewalk, streetlights, and street

trees. Street standards require that sidewalks shall be located parallel to and one foot from the adjacent right-of-way per SRC 803.035(l)(2)(A); however, to meet the vision clearance standard set forth in SRC Chapter 805, the sidewalk along 40<sup>th</sup> Place SE may be located along the curb line pursuant to SRC 803.035(l)(2)(B). A streetlight is required to be provided along 40<sup>th</sup> Place SE pursuant to SRC Chapter 803. The streetlight should be an Option “B” streetlight to PGE standards and may be placed on an existing pole. The applicant shall install street trees to the maximum extent feasible pursuant to SRC 86.015(e) and in accordance with PWDS.

**Criteria: SRC 220.005(f)(3)(C) Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians**

**Finding**—The applicant proposes to construct a driveway approach onto 40<sup>th</sup> Place SE to provide for safe turning movements into and out of the property.

Pursuant to SRC 804.060(a)(4), the applicant shall close the existing driveway approach along the Lancaster Drive SE frontage of the subject property and construct curb and sidewalk in accordance with PWDS. The sidewalk may remain at curb-line pursuant to SRC 803.035(l)(2)(B).

**Criteria: SRC 220.005(f)(3)(D) The proposed development will be adequately served with City water, sewer, storm drainage, and other utilities appropriate to the nature of the development**

**Finding**—The Public Works Department has reviewed the applicant’s preliminary plan for this site. The water, sewer, and storm infrastructure are available within surrounding streets/areas and are adequate to serve the proposed development. The applicant proposes connections to existing storm, sewer, and water infrastructure in 40<sup>th</sup> Place SE.

The applicant’s engineer submitted a statement demonstrating compliance with SRC Chapter 71 because the project involves less than 10,000 square feet of new or replaced impervious surface.

The applicant shall design and construct all utilities (sewer, water, and storm drainage) according to the PWDS and to the satisfaction of the Public Works Director.

**Criteria—A Class 2 Driveway Approach Permit shall be granted if:**

- (1) The proposed driveway approach meets the standards of this Chapter and the Public Works Design Standards;**

**Finding**— The proposed driveway to 40<sup>th</sup> Place SE meets the standards for SRC Chapter 804 and PWDS.

**(2) No site conditions prevent placing the driveway approach in the required location;**

**Finding**—There are no site conditions prohibiting the location of the proposed driveway.

**(3) The number of driveway approaches onto an arterial are minimized;**

**Finding**—The proposed driveway does not access an Arterial street.

**(4) The proposed driveway approach, where possible:**

- i. **Is shared with an adjacent property; or**
- ii. **Takes access from the lowest classification of street abutting the property;**

**Finding**—The proposed driveway is currently located with access to the lowest classification of street abutting the subject property.

**(5) Proposed driveway approach meets vision clearance standards;**

**Finding**—The proposed driveway meets the PWDS Alternate vision clearance requirements set forth in SRC Chapter 805.015. See Adjustment findings below.

**(6) The proposed driveway approach does not create traffic hazards and provides for safe turning movements and access;**

**Finding**—Staff analysis of the proposed driveway and the evidence that has been submitted indicate that it will not create a traffic hazard and will provide for safe turning movements for access to the subject property.

**(7) The proposed driveway approach does not result in significant adverse impacts to the vicinity;**

**Finding**—Staff analysis of the proposed driveway and the evidence that has been submitted indicate the location of the proposed driveway will not have any adverse impacts to the adjacent properties or streets.

**(8) The proposed driveway approach minimizes impact to the functionality of adjacent streets and intersections; and**

**Finding**—The property abuts a Major Arterial street (Lancaster Drive SE) and a Local street (40<sup>th</sup> Place SE). The applicant is proposing a new driveway to the lower classification of street. As a result, the existing driveway approach along the Lancaster Drive SE frontage of the subject property shall be closed pursuant

to SRC 804.060(a)(4). By complying with the requirements of this chapter, the applicant has minimized impacts to the functionality of adjacent streets and intersections.

**(9) The proposed driveway approach balances the adverse impacts to residentially zoned property and the functionality of adjacent streets.**

**Finding**—The proposed development is surrounded by residentially zoned property. The proposed driveway is taken from the lowest classification street abutting the subject property. The driveway balances the adverse impacts to residentially zoned property and will not have an adverse effect on the functionality of the adjacent streets.

Analysis of the proposed Class 2 adjustment based on relevant criteria in SRC 250.005(d)(2) is as follows:

**Criteria**—The purpose underlying the specific development standard proposed for adjustment is:

1. Clearly inapplicable to the proposed development; or
2. Equally or better met by the proposed development.

**Finding**—The applicant is requesting a Class 2 adjustment to allow for alternate vision clearance standards pursuant to SRC 805.015. The applicant's engineer submitted a Driveway Sight Distance Analysis dated April 22, 2021. The Assistant City Traffic Engineer has reviewed this analysis and concurs that the proposal meets the alternative standards pursuant to SRC 805.015. The proposed driveway configuration meets the adjustment criteria by allowing for turning movements and traffic safety equal to what would be accomplished by meeting the development standard.

Prepared by: Matt Olney, Program Manager  
cc: File