



555 Liberty Street SE / Room 305 • Salem OR 97301-3503 • Phone 503-588-6213 • Fax 503-588-6005
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Si necesita ayuda para comprender esta informacion, por favor llame 503-588-6173

November 22, 2022

Owner(s)/ Applicant(2):

Brandon Fahlman

295 Patterson St NW

Salem, OR 97304

Quinn Burke

295 Patterson St NW

Salem, OR 97304

- I. TYPE OF LAND USE CASE: Conditional Use / Class 2 Adjustment; Case No. CU-ADJ22-04; Application No. 22-117577-PLN
- II. DATE APPLICATION DEEMED COMPLETE: November 22, 2022
- III. LOCATION OF SUBJECT PROPERTY: 795 Church St SE, Salem OR 97301
- IV. Summary: Conditional Use Permit and Class 2 Adjustment to allow an existing single-family dwelling to be used as a short-term rental.

Request: A consolidated application for a Conditional Use Permit and Class 2 Adjustment to allow an existing four-bedroom single-family dwelling to be used as a short-term rental.

The application includes the following:

- 1) A Conditional Use Permit to allow the use of the existing single-family dwelling as a short-term rental; and
- 2) A Class 2 Adjustment to allow the two proposed off-street parking spaces located in the existing driveway to encroach approximately seven feet into the required 12-foot special setback abutting Mission Street SE (SRC 800.040).

The subject property is approximately 6,098 square feet in size, zoned RS (Single Family Residential) within the Gaiety Hill/Bush's Pasture Park Historic District, and located at 795 Church Street SE (Marion County Assessor Map and Tax Lot Number: 073W27DB00600). "

- V. REVIEW PROCESS: Your completed application has been received. The following are key dates you should consider during the continuing review process.
 - a. Twenty (20) days prior to the public hearing, the notices, stating your request and the date of the public hearing, will be mailed to the list of property owners within the notification area.
 - b. THIS HEARING WILL BE HELD VIRTUALLY. This is your opportunity to appear and testify before the Hearing Body, who will make the decision on your request. You may present digitally during the Public Hearing, if you need assistance please contact the case manager.
 - c. Hearing Authority: **Hearings Officer**

Day and time of hearing: **Wednesday, December 14, 2022 at 5:30 p.m.**

This hearing will be shared LIVE on YouTube for public viewing. The forthcoming agenda will contain the YouTube link. As the applicant/owner/representative, you will need the Zoom link below in order to participate in the public hearing:

Please visit this Zoom link with any computer, tablet, or smart phone:
<https://us02web.zoom.us/j/89142932998>

Meeting ID: 891 4293 2998

If you do not have access to a computer, tablet or smart phone, you may call 253-215-8782 to access the meeting. IF YOU PLAN TO CALL IN TO THE MEETING, please let staff know so they can coordinate access via phone number.

- VI. POSTING PROCEDURE: The subject property must be POSTED no sooner than Wednesday, November 30, 2022 and no later than Sunday, December 4, 2022.
- a. Please pick up **_2_** POSTING SIGNS at the PAC Desk, Room 320, Civic Center. Attachment A (Hearing Notice) and Attachment B (Site Plan or Photo), must be inserted into the plastic protector on each sign. **Please use tape at the bottom of the plastic sleeve to keep the paper in.**
 - b. The SIGNED AND NOTARIZED AFFIDAVIT must be returned to the Civic Center, Room 305 within five days of the date of original posting. Posting SIGNS MUST BE RETURNED within seven days after the close of the Public Hearing or comment period.
 - c. Posting is required on each street frontage. This is your responsibility as the applicant in this case. IF THE SUBJECT PROPERTY IS NOT PROPERLY POSTED 10 DAYS PRIOR TO THE HEARING, THE HEARING MAY NOT BE HELD.

If you have any questions, please contact Bryce Bishop, Planner III, at this office:

City of Salem Planning Division
Civic Center, 555 Liberty Street SE/Room 305
503-540-2399, E-mail: bbishop@cityofsalem.net

AFFIDAVIT OF POSTING NOTICE

I, _____, being first duly sworn; say that I am over 21 years of age and that I posted the notice(s) as follows: (Describe location of notice(s)).

That I posted said notice in the manner at the location(s) described above on the ____ day of _____, 20__, and in a conspicuous place.

That I have personal knowledge of all facts set forth and all statements herein are just and true.

Signature and Date

-----NOTARY PUBLIC-----

STATE OF OREGON)
County of MARION) ss.

This instrument was acknowledged before me on this ____ day of _____,
20__, by _____.

Notary Public for Oregon
My Commission Expires: _____

Correct Sign Set-Up:

- Attachment "A" and "B" are placed in the correct location
- The plan/photo was printed in color
- The papers were inserted into the plastic sleeves and taped at the bottom.
- The sign(s) were posted on each street frontage abutting the property
- The *notarized* Affidavit of Posting was returned to the Case Manager (notaries are available in the Planning office)
- The sign(s) were returned to the PAC desk within seven days after the public hearing or the close of the comment period



Attachment A
(Hearing or
Filing Notice)

Attachment B
(Site Plan or
Photo)



HEARING NOTICE

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:	Conditional Use / Class 2 Adjustment Case No. "CU-ADJ22-04"
PROPERTY LOCATION:	795 Church St SE, Salem OR 97301
SUMMARY:	Conditional Use Permit and Class 2 Adjustment to allow an existing single-family dwelling to be used as a short-term rental.
HEARING INFORMATION:	<p><u>Hearings Officer on December 14, 2022 at 5:30 PM held virtually via Zoom</u></p> <p>To view the meeting LIVE on YouTube please visit this link with any computer, tablet, or smart phone: http://bit.ly/planningpublicmeetings</p>
HOW TO PROVIDE TESTIMONY:	<p>Both written and oral testimony will be accepted on this case. Only those participating by submitting written testimony, or by testifying virtually at the hearing, have the right to appeal the decision.</p> <p>To provide written testimony: Direct written comment to the case manager listed below. Staff recommends emailing your comments to ensure receipt before the public hearing.</p> <p><i>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.</i></p> <p>To provide testimony digitally at the public hearing: Sign up by contacting Zachery Cardoso at zcardoso@cityofsalem.net or 503-540-2304 by <u>the date of the hearing at 3:00 p.m.</u> to receive instructions.</p>
CASE MANAGER:	Bryce Bishop, Planner III , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, OR 97301. Telephone: 503-540-2399; E-mail: bbishop@cityofsalem.net .
NEIGHBORHOOD ASSOCIATION:	<p><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></p> <p>South Central Association of Neighbors (SCAN), Roz Shirack, Land Use Chair; Email: rozshirack7@gmail.com.</p>
STAFF REPORT:	<p>The Staff Report will be available seven (7) days prior to the hearing and will thereafter be posted on the Hearing Body's website under Agendas and Minutes:</p> <p>https://www.cityofsalem.net/government/boards-commissions/hearings-officer</p>
ACCESS:	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
CRITERIA:	<p>Salem Revised Code (SRC) Chapter(s) 240.005(d) – Conditional Use; 250.005(d)(2) – Class 2 Adjustment</p> <p>Salem Revised Code (SRC) is available to view at this link: www.cityofsalem.net/src. Type in the chapter number(s) listed above to view the applicable criteria.</p>

Conditional Use Permit - Date: 8/17/2022, Revised on 10/28/2022
Applicants: Brandon Fahlman & Quinn Burke
Location: 795 Church St SE, Salem, OR 97301
Site Area: 6264 square feet - no protected trees or vegetation - Landscaped area: approximately 2931 square feet

Total of five existing standard on-site parking spaces

Scale: 3/32"=1'

