

## REQUEST FOR COMMENTS

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

**REGARDING:** Conditional Use / Class 3 Site Plan Review    **AMANDA NO.:** 22-124807-PLN  
Case No. CU-SPR23-01

**PROJECT ADDRESS:** 1290 12th St SE, Salem OR 97302    **HEARD BY:** Hearings Officer

**SUMMARY:** Conversion of an existing building to a marijuana production use.

**REQUEST:** A Conditional Use Permit and Class 3 Site Plan Review request for a change of use within an existing building from a motor vehicle repair and retail sales use to a marijuana production facility, for property approximately 0.25 acres in size, zoned IC (Industrial Commercial), and located at 1290 12th Street SE - 97302 (Marion County Assessor Map and Tax Lot number: 073W35BB / 09900).

The Planning Division is interested in hearing from you about the attached proposal. Staff will prepare a report for the Review Authority that includes comments received during this comment period. We are interested in receiving pertinent, factual information such as neighborhood association recommendations and comments from 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. Tuesday, February 28, 2023**, will be considered in the staff report. Comments received after this date will be provided to the review body. *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:** Aaron Panko, Planner III, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: 503-540-2356; E-Mail: [APanko@cityofsalem.net](mailto:APanko@cityofsalem.net).

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

PLEASE CHECK THE FOLLOWING ITEMS THAT APPLY:

- \_\_\_\_ 1. We have reviewed the proposal and have no comments.
- \_\_\_\_ 2. We have reviewed the proposal and have the following comments:

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Name/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_

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

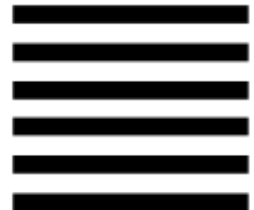
**BUSINESS REPLY MAIL**  
FIRST-CLASS MAIL PERMIT NO. 1508 SALEM, OR

POSTAGE WILL BE PAID BY ADDRESSEE

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

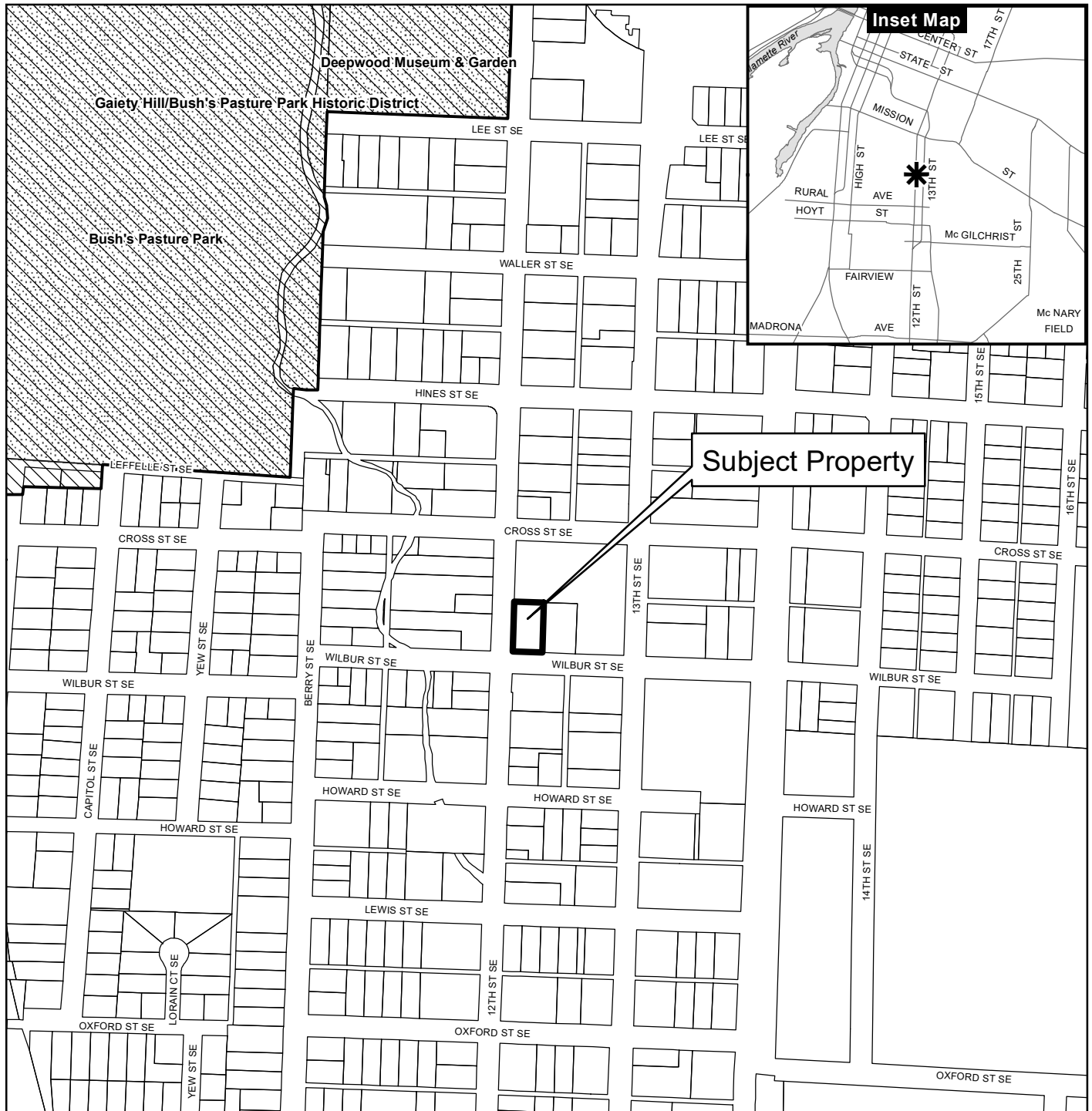


NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES



# Vicinity Map

## 1290 and 1292 12th Street SE



### Legend

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

Parks

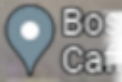
**CITY OF Salem**  
AT YOUR SERVICE  
Community Development Dept.

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0 100 200 400 Feet



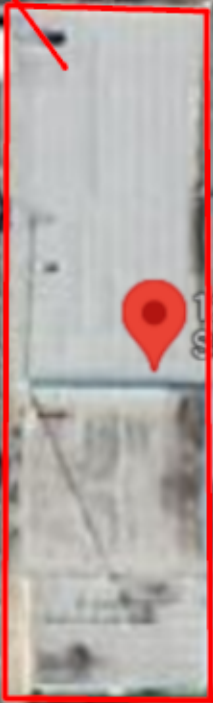




Conditional Use Permit: 1290 12th. St. SE  
Existing Conditions

50 ft

Subject Building



1290 12th St SE,  
Salem, OR 97302

Habitat for  
Humanity of the Mid...

Habitat For  
Humanity ReStore

Habitat for Humanity

12th St SE

12th St SE

12th St SE

12th St S

13th St SE

13th St SE

13th St SE

13th St SE

13th St S

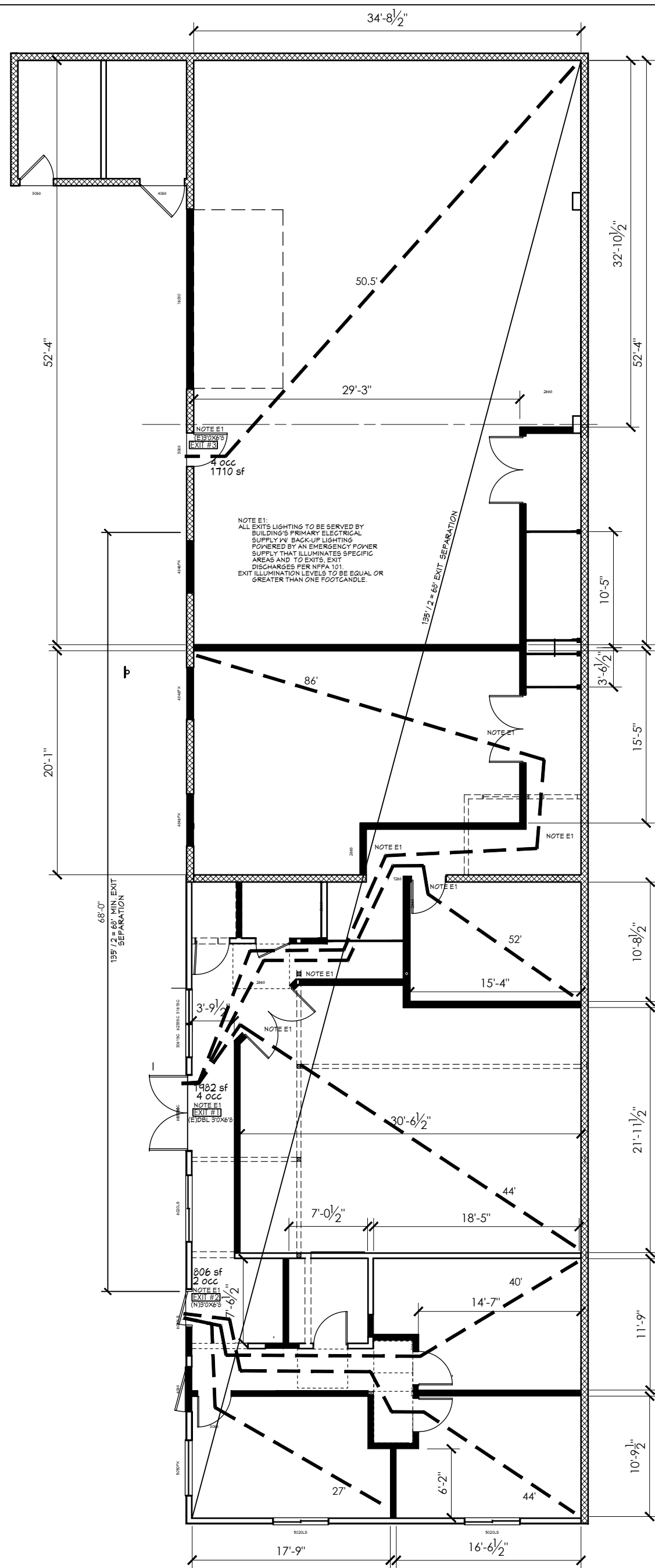
Wilbur St SE

Wilbur St SE

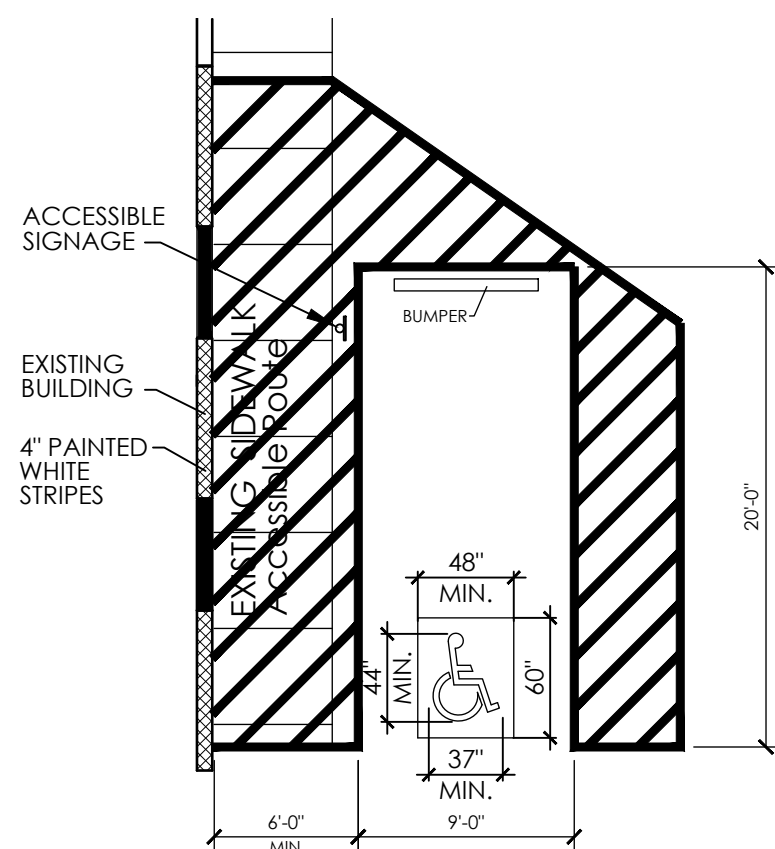
Wilbur St SE

Wilbur St SE

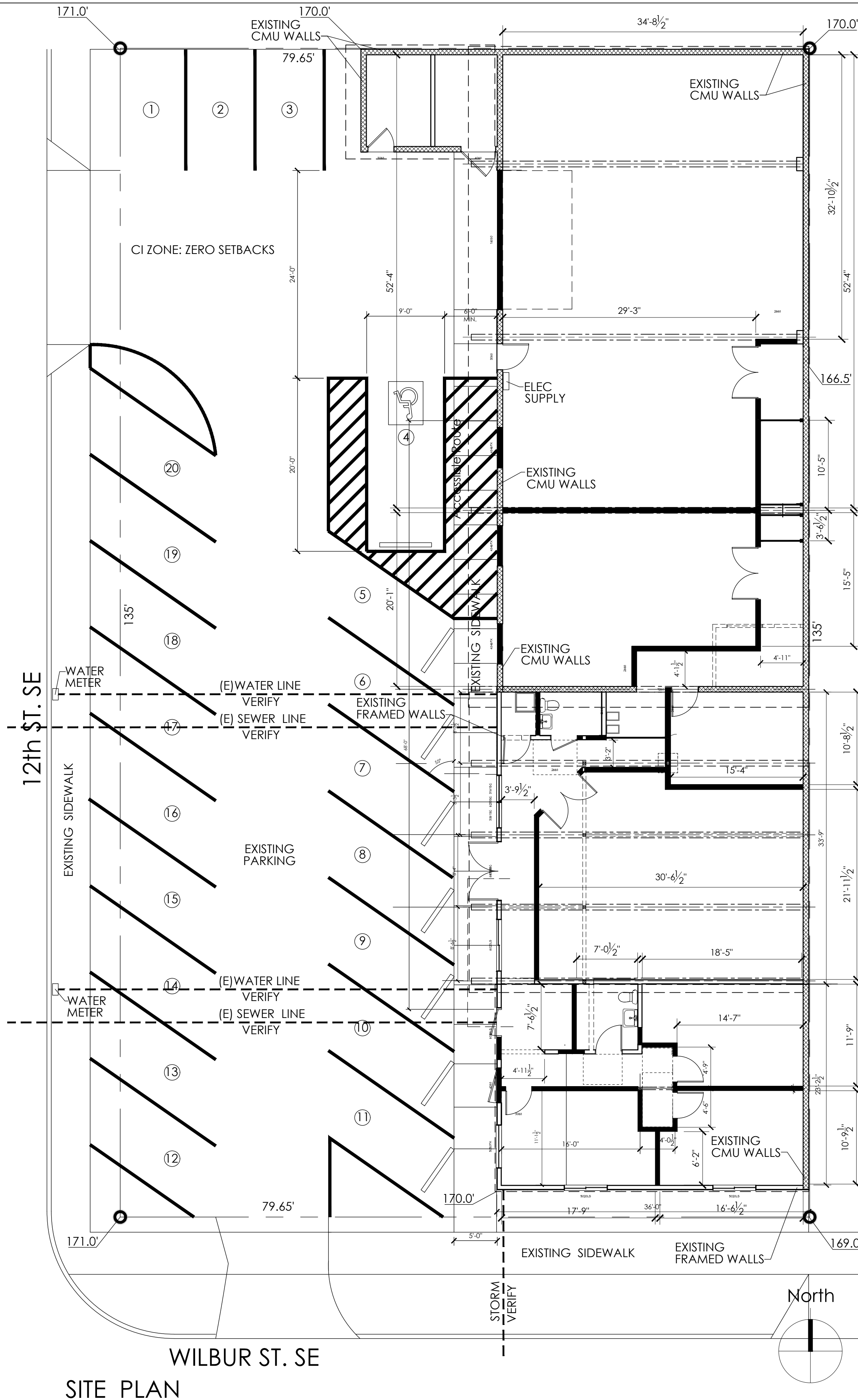




EXITING PLAN  
SCALE: 1" = 10' 0"



1  
A0 ACCESSIBLE PARKING SPACE  
SCALE: 1/8" = 1' 0"



SITE PLAN  
SCALE: 1/8" = 1' 0"

EXITING PLAN  
SCALE: 1" = 10' 0"

## GENERAL BUILDING INFORMATION

BUILDING 10 YEAR LEASE:

PROPERTY OWNER: MJLEISTEN LLC  
MIKE LEISTEN, 5914 BALLEymeade ST SE, SALEM, OR 97306  
503-585-4759

PERMIT APPLICANT: CSK CONSTRUCTION  
17799 SW SHASTA TRAIL,  
TUALATIN, OR 97062

ATTN: Seung (KC) Choi  
503-888-8498

ARCHITECT: Clinton Pearson Mobile: 971-570-1606  
11076 SW Eschman Way, Tigard, OR 97223  
by Architect

STRUCTURAL: by Architect

PROJECT ADDRESS: 1290 12TH St. SE Salem, OR 97302

LEGAL DESCRIPTION: Taxlot # 073W35BB09900, Tax Account: 596807, Acres: 0.25 AC  
ZONING: IC COMMERCIAL, CMLSE LAT: 44.92510 LONG: -123.03030

## APPLICABLE CODES

2022 OREGON STRUCTURAL SPECIALTY CODE (OSSC)

(BASED ON 2021 IBC)

2021 OREGON ENERGY EFFICIENCY SPECIALTY CODE

(OEESC)(BASED ON ASHRAE Standard 90.1-2019)

2022 OREGON FIRE CODE (OFC)

2022 OREGON MECHANICAL SPECIALTY CODE (OMSC)

2021 OREGON PLUMBING SPECIALTY CODE (OPSC)

2021 OREGON ELECTRICAL SPECIALTY CODE (OESC)

2017 ICC A117.1-2017 ACCESSIBLE & USABLE BUILDINGS...

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

## PROPERTY & BUILDING NARRATIVE & INFO + FLS CODE SUMMARY

CONVERT EXISTING AUTOMOTIVE REPAIR CENTER TO A CANNABIS GROWING OPERATION (NOT DISPENSARY OR PROCESSING). SITE AREA = 10,752.75 SF;  
BUILDING FOOTPRINT 4,925 SF, INTERIOR 4540 SF.,  
OCCUPANCY & USE (chapter 3): Marijuana Grow Facilities (Greenhouse) F-1 Occupancy  
per 306.2.

BUILDING HEIGHT & AREAS (chapter 5): Type Vb 15'<40' allow per Table 504.3;  
F-1 NS 8,500 Type Vb 4,925 sf < 8,500 sf OK per Table 506.2; No Sprinklers req'd.  
One Story.

CONSTRUCTION (chapter 6): Type Vb= 0 Hours all elements. Section 602 fire separation  
based on distance. x<5' = 2 hrs. See 706.1.1 Party walls.

FIRE & SMOKE PROTECTION FEATURES & LIFE SAFETY FEATURES (chapter 7):

Existing to remain, except where door & windows are removed.

Safety glazing at new door Exit # 2.

INTERIOR FINISHES (chapter 8)

NonSprinklered Wall & Ceiling finishes: Exit passage ways Class B finishes  
Enclosed Rooms & Spaces, Class C finishes.

MEANS OF EGRESS (chapter 10)

OCCUPANT LOAD (chapter 10) SUM TABLE 1004.1.2

WAREHOUSES 500 SF GROSS / OCC 4540 sf / 500 sf per occ = 10 OCCUPANTS;  
Per Section 1008 Provide exit illumination. Illumination powered by building electrical  
system at Exit passageways, Vestibules, and Exit landings. Per 1008.3.3 Electrical  
equipment rooms, Generator rooms, Public Restrooms to automatically illuminated for  
not less than 90 minutes with emergency power.

ACCESSIBILITY (chapter 11)

Per 1102.1.2.5 Door opening force 8.5 lbs exit doors, 5 lbs interior doors.

Per 1104 Accessible route provided except per 1104.4 exception 7.

Per 1106 Provide 1 accessible stall w/ Surface identification and signage as req'd.

Per 1109 Provide at least 1 accessible drinking fountain.

INTERIOR ENVIRONMENT (chapter 12)

Per 1202 provide natural or mechanical ventilation equivalent to 4% of floor area  
including restrooms.

Per 1204 provide artificial lighting of 10 footcandles min. at 30" above except where  
cannabis and tissue culture requirements require otherwise.

Per 1209 provide restroom compartment door requirements & fixture clearances.

ENERGY EFFICIENCY & EXTERIOR WALLS (chapterS 13 & 14)

Provide insulation r-21 min. & wall assembly materials & flashing at new infill window

& door wall infill locations. HVAC system as required separate permit.

New door U-0.20, New windows U-0.30 (0.65 max).

Per 1405.1.3 Provide fireblocking at 10' max. distance in tall walls.

STRUCTURAL DESIGN (chapter 16-23):

See attached structural calculations.

GLASS & GLAZING (chapter 24)

Per 2406 provide safety glazing at new doors and at windows if adjacent.

ELECTRICAL, MECHANICAL, PLUMBING (chapters 27, 28, & 29) under separate permit.

## PAGES

A0 SITE PLAN & PROJECT INFORMATION & CODE SUMMARY  
A1 FLOOR PLAN  
A2 ELEVATIONS  
A3 SECTIONS  
STRUCTURAL CALCULATIONS

CLINTON  
PEARSON  
ARCHITECT

STREET ADDRESS :  
11076 SW ESCHMAN WAY  
TIGARD, OREGON 97223

PHONE: 971 - 570 - 1606

Cannabis Growing Facility  
1290 12th St. SE, Salem, OR 97302

PERMIT SET: 30 NOV 2022

DRAWN BY: CAL

SCALE:

FILE NAME:

REGISTERED ARCHITECT  
3216  
CLINTON A.L. PEARSON  
TIGARD, OREGON  
STATE OF OREGON

22412  
SHEET NO.

OF

12th ST. SE

EXISTING SIDEWALK

CI ZONE: ZERO SETBACKS

WILBUR ST. SE

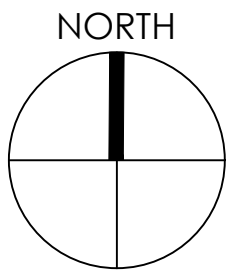
FLOOR PLAN SCALE: 3/16" = 1' - 0"

NOTE: ARCHITECT IS NOT RESPONSIBLE FOR ANY AGREEMENT BETWEEN LEASEE AND OWNER, OR RESULTS OF THIS REMODEL PER THAT AGREEMENT, OR FOR ANY WORK HEREIN, OR FOR EXISTING OR NEW CONDITIONS, OR ASSUMPTIONS REGARDING EXISTING CONDITIONS.

**MECHANICAL NOTES**  
M1 3 UNITS X 10 TONS EA. @ FLOWER RM.  
M2 1 UNIT X 6 TONS @ TISSUE CULTURE RM.  
M3 1 UNIT X 3 TONS @ CLONE RM.  
M4 1 UNIT X 10 TONS @ MOTHER RM.  
M5 1 UNIT X 3 TONS @ SAFE RM.  
NOTE: SEE DETAIL X/X FOR STRUCTURAL SUPPORT TYP. PROVIDE MANUFACTURER CLEARANCES.

**NOTES: (X)**  
E1. EXISTING CMU WALL TO REMAIN.  
E2. EXISTING FRAMED WALL TO REMAIN.  
E3. EXISTING WALL TO BE REMOVED.  
N4a. NEW WALL W/ DEFLECTION ATTACHMENT ABOVE TYP.  
12" = 12" MIN. DIM. ON PUSH SIDE /18" ON PULL SIDE AT DOORS.  
N4b. PROVIDE ACCESSIBLE FLOOR CLEARANCES SHOWN.  
E5. EXISTING STRUCTURAL BEAM TO REMAIN.  
E(COL) = EXISTING STRUCTURAL COLUMN TO REMAIN.  
EXIT = EXIT W/ ILLUMINATION & HARDWARE AS REQ'D.  
R6. REMOVE EXISTING FIXTURES.  
(N)3'0"x6'9" = NEW DOOR PER SIZE SHOWN.  
N7. NEW ROOFTOP EQUIPMENT LOCATION, SEE NOTE N9 & STRUCTURAL CALCULATIONS.  
N8. CONVERT WINDOW IN TO DOORWAY.  
N9. NEW 4X8 BEAM UNDER EXISTING JOISTS TO SUPPORT ROOF-TOP MECH UNITS W/ 4X4 COLUMNS EACH END, W/ 12" X 12" X 8' CONCRETE FOOTING PIN TO SLAB, SAWCUT CONTROL JOINT IN SLAB, PRE-MANF. POST BASES CAPS. SEE DETAIL 2/A3.

N10. VERIFY IF EXISTING BEAM IS CONTINUOUS, REPORT TO ARCHITECT. IF CONTINUOUS MAY REPLACE HALL COLUMN TO LOCATION AT NOTE N11, WITH NEW COLUMN & FOOTING.  
N11. NEW COLUMN & FOOTING 6X6 COL. W/ 27X27X10" FOOTING W/ 3- #4 BAR EA. WAY, W/ PRE-MANUF. POST CAP & BASE. SEE DETAIL 1/A3.



EXISTING SIDEWALK

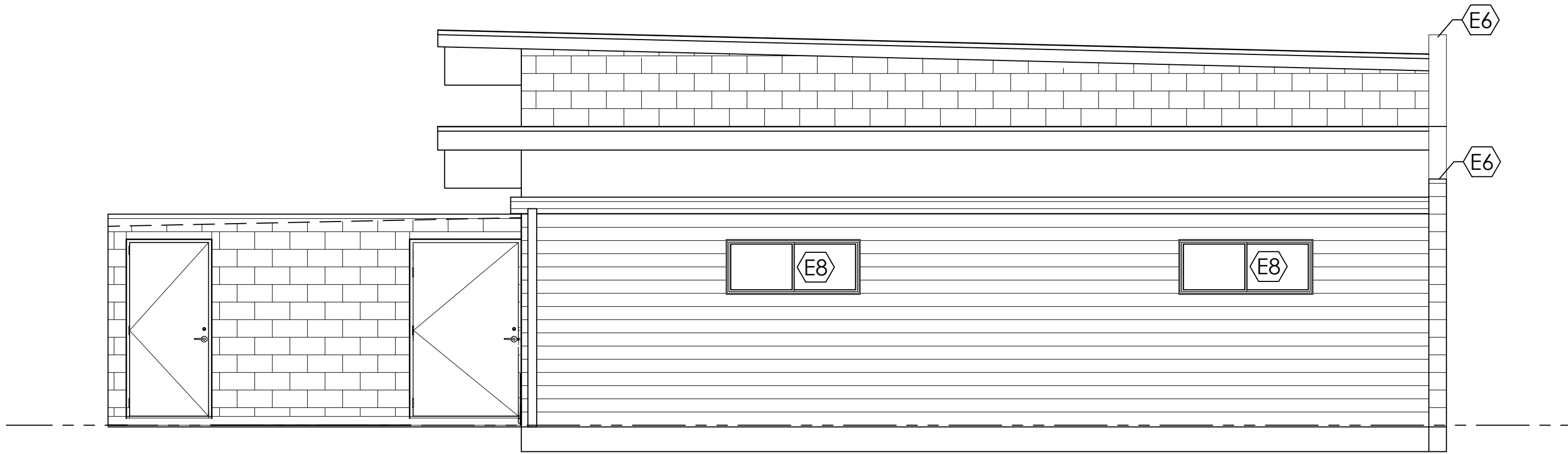
REGISTERED ARCHITECT  
CLINTON PEARSON  
3216  
STATE OF OREGON  
DESIGNED BY  
30 NOV 2022  
DRAWN BY  
CAL  
SCALE  
DATE

Cannabis Growing Facility  
1290 12th St. SE, Salem, OR 97302

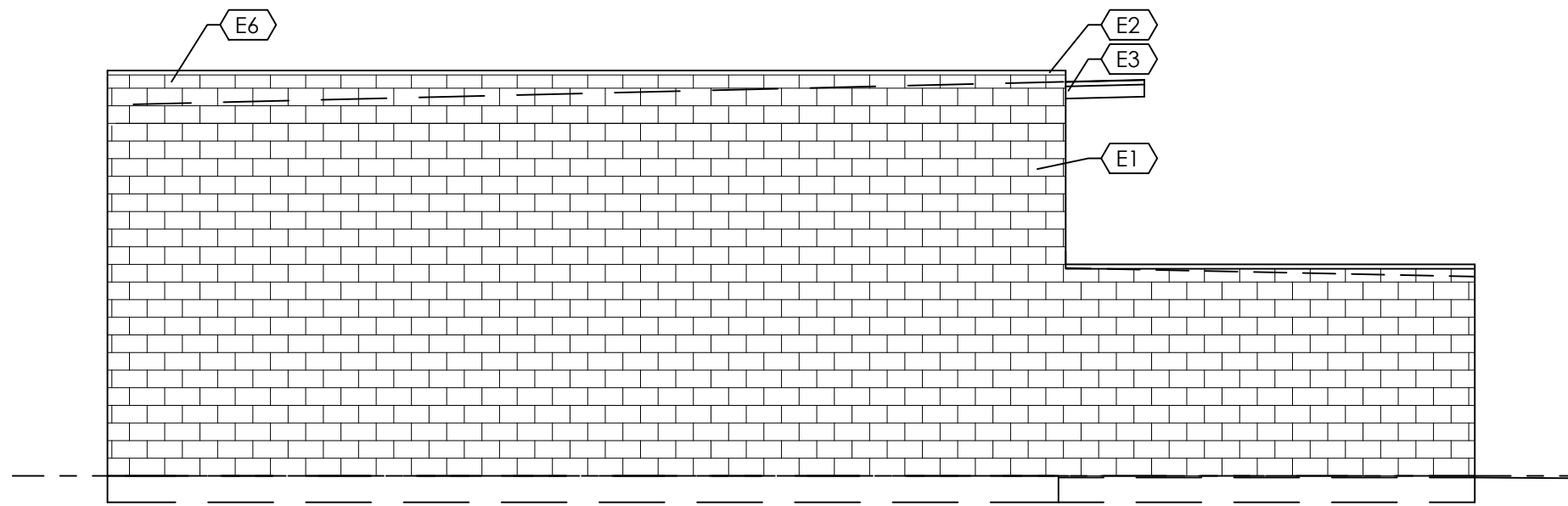
CLINTON PEARSON ARCHITECT  
STREET ADDRESS :  
11076 SW ECHMAN WAY  
TIGARD, OREGON 97223  
PHONE: 971-570-1606

OF  
SHEET NO. 22412  
A1

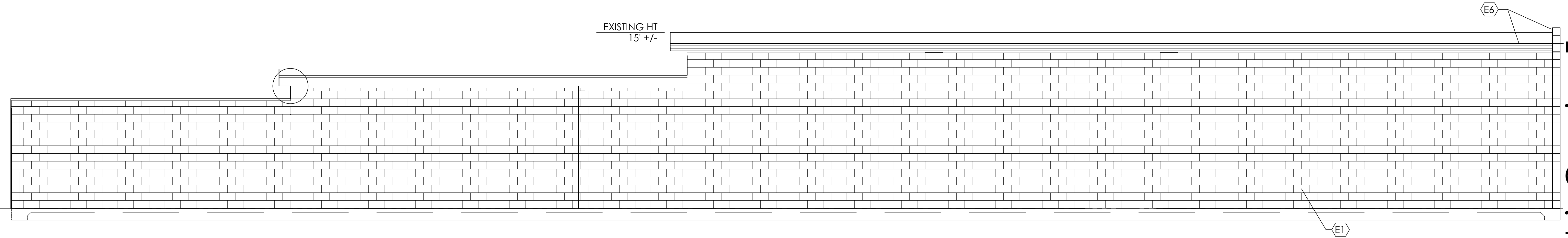
LEGEND  
E1. EXISTING CMU WALLS.  
E2. EXISTING FLASHING.  
E3. EXISTING WOOD FASCIA PAINTED.  
E4. FIBER CEMENT SOFFIT TYP. w/ CONT. VENT.  
E5. EXISTING SIDING.  
E6. EXISTING PARAPET  
E7. NEW LIGHTING AS REQ'D.  
E8. NEW INFILL WALLS W/ FIBERCEMENT FINISH.  
E9. EXISTING FIREMANUF. DOOR & WINDOW SYSTEMS TO REMAIN.  
E10. NEW FIREMANUF. DOOR & WINDOW SYSTEMS PER ENERGY  
CODE W/ SAFETY GLAZING  
E11. SG = SAFETY GLAZING  
E12. ADDRESS NUMBERS AS REQ'D.



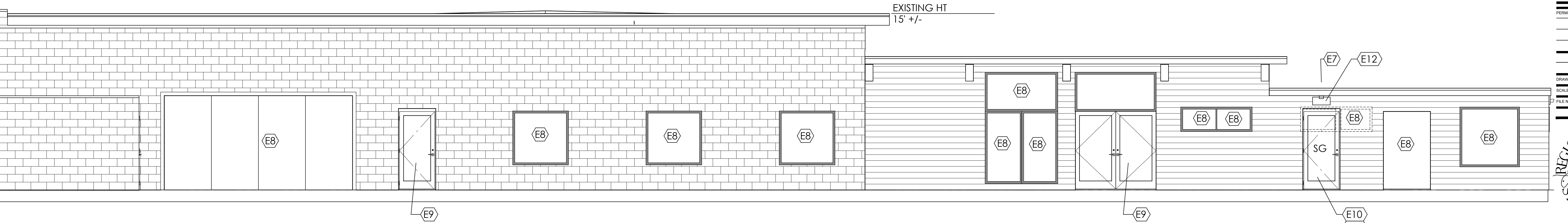
SOUTH ELEVATION  
SCALE 1/4" = 1'-0"



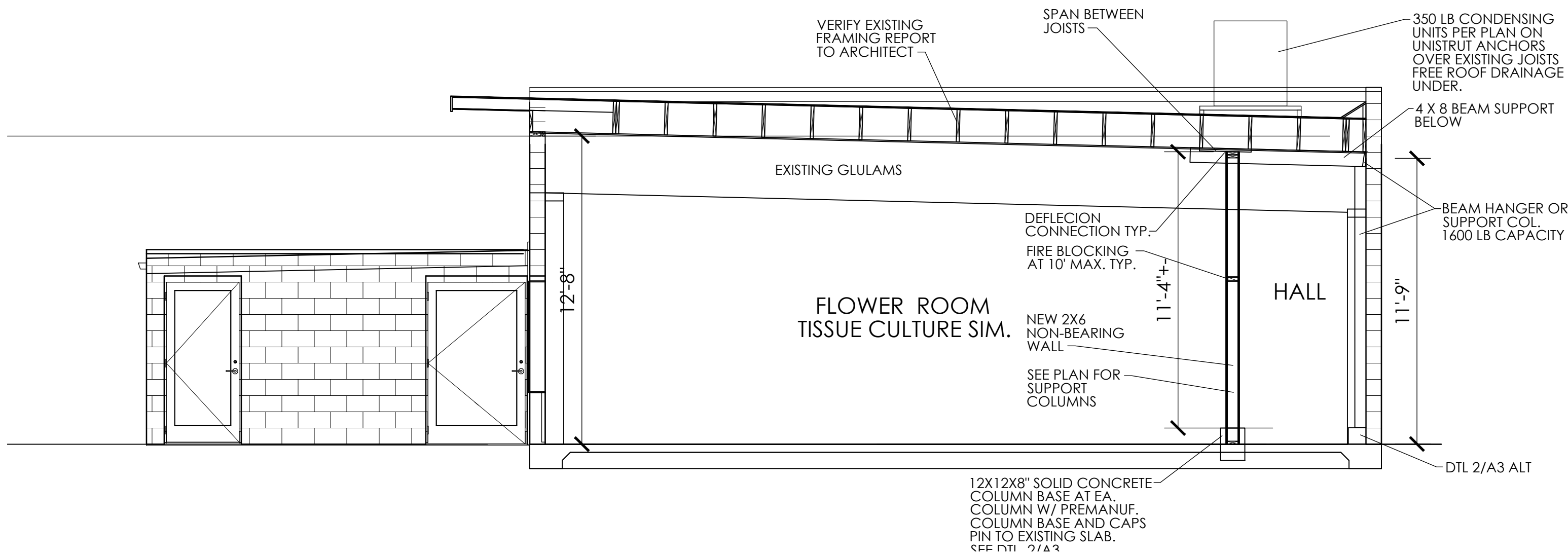
NORTH ELEVATION  
SCALE 1/4" = 1'-0"



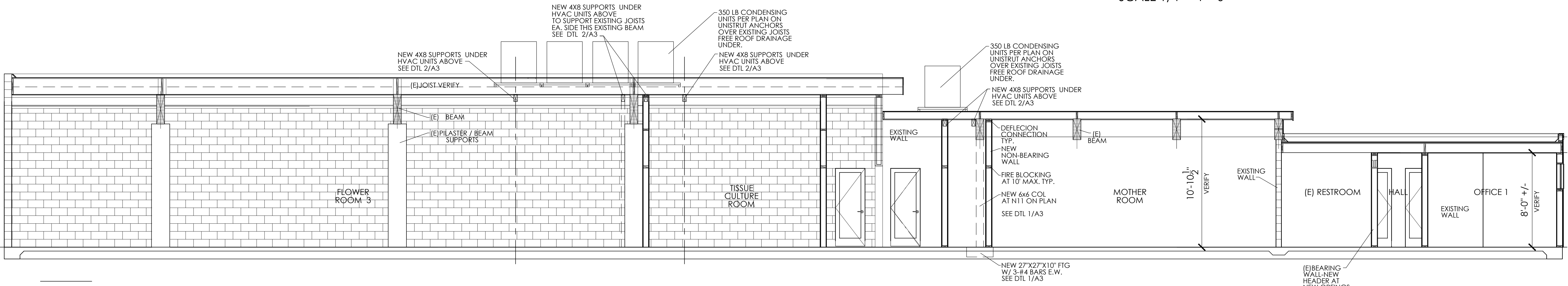
EAST ELEVATION  
SCALE 1/4" = 1'-0"



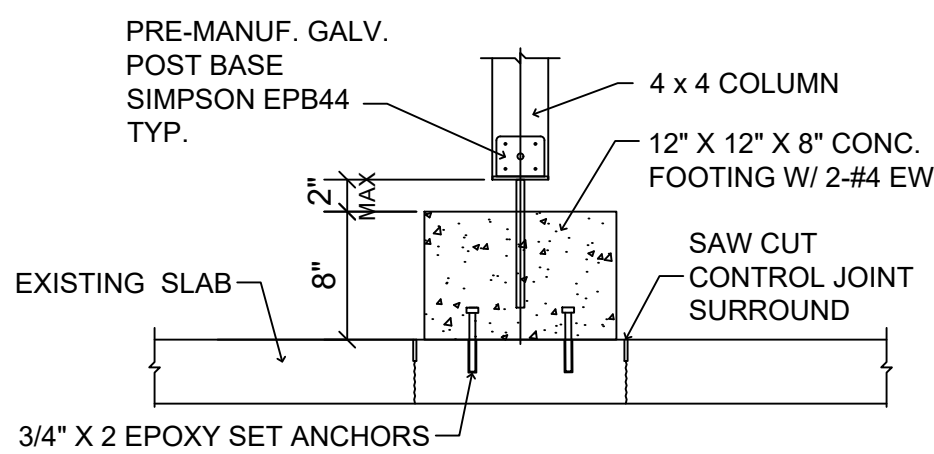
WEST ELEVATION  
SCALE 1/4" = 1'-0"



SECTION BB  
SCALE 1/4" = 1' - 0"

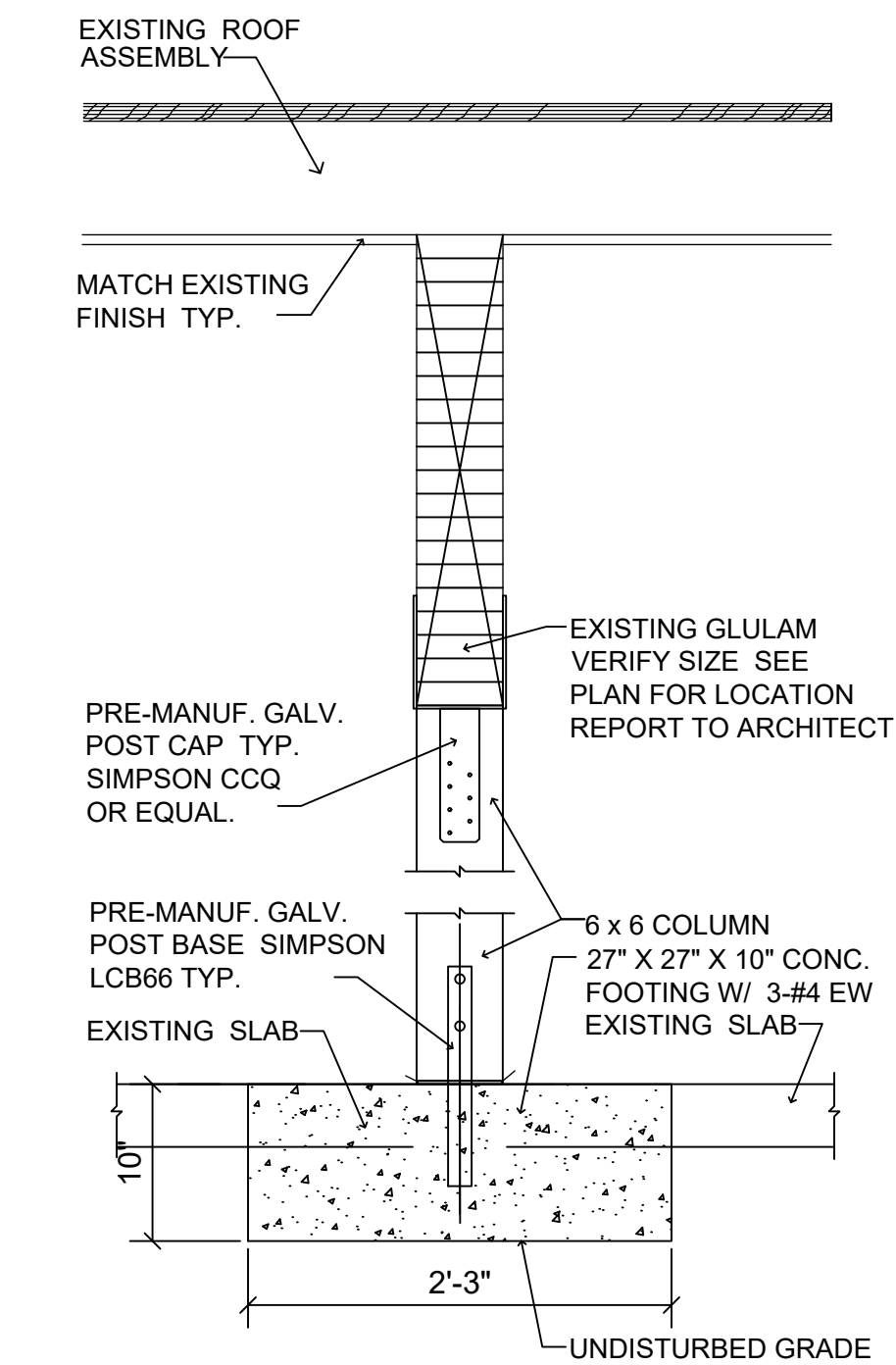
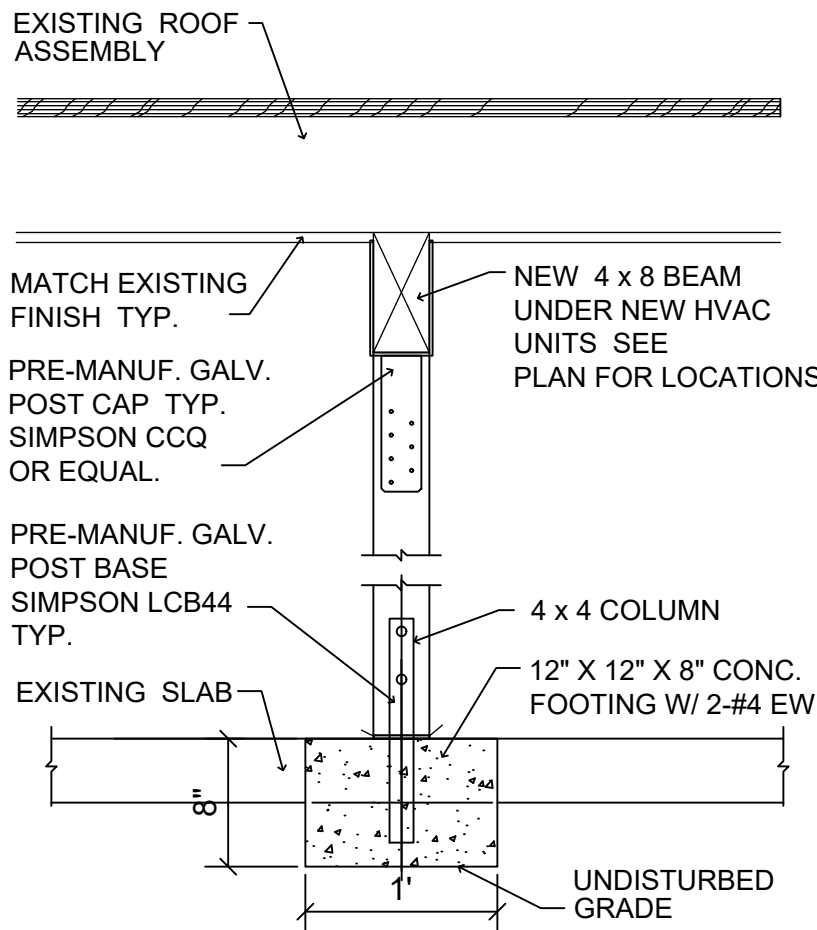


SECTION AA  
SCALE 1/4" = 1' - 0"



ALTERNATE BASE DETAIL NEAR WALLS

2  
A3 TYP. 4x4 POST & 4x8 BEAM DETAIL UNDER HVAC UNITS  
1" = 1'-0"



1  
A3 TYP. 6x6 POST @ EXIST'G BEAM DETAIL  
1" = 1'-0"



being  
w.

12th ST. SE

EXISTING SIDEWALK

Approx  
4' from  
Property  
line

34'  
From  
Centerline

CITIZONE ZERO SETBACKS

"Not Required Parking"

79.65'

EXISTING SIDEWALK

WILBUR ST. SE

FLOOR PLAN

60 existing

Cannabis Growing Facility

1290 12th St. SE, Salem, OR 97302

## **Written Statement - CU**

The purpose of this conditional use permit application to convert the site located at 1290 12th St. SE to a licensed recreational marijuana production operation. The site is an existing warehouse structure (formerly with addresses of 1290 and 1292 12th St. SE), the exterior of which, including landscaping, parking, etc., will remain unchanged. The site is zoned IC, in which recreational marijuana production is a conditional use. (See Table 551-1). No overlay zones apply. The adjacent structure, 1215 Wilber St. SE, is also a licensed recreational marijuana production facility, having gone through a similar conditional use process.

The proposed use, being substantially similar to the existing use, will have no different impact on parking or traffic. Because this is not a retail location, but simply a producer, both foot and vehicle traffic will remain minimal. Additionally, there should be no adverse impact on the surrounding businesses. Despite the foregoing, if any adverse impact does exist, it can be mitigated via imposed conditions, if necessary, such as an odor filtration system. Security procedures will already be in place pursuant to OLCC requirements.

Finally, because of the foregoing, the proposed use should have minimal impact on livability or development of surrounding property. The nearest properties are also zoned either IC or CG, so their uses should be substantially similar to the proposed use of this site. Again, the neighboring facility is also a licensed recreational marijuana production facility. The nearest residential area is at least a block away. But because this is simply an indoor agricultural operation, it should have little (if any) impact on surrounding property.

### **- Class 3 SPR**

In addition to the foregoing, this site complies with the UDC. The IC zone generally allows “retail, office, heavy commercial, light manufacturing, and warehousing activities.” (See 551.001). Marijuana production is among the conditional uses listed for this zone. Lot standards, setbacks, lot coverage restrictions, landscaping, and other regulations on structures in this zone are not at issue because the existing structure will remain unchanged.

Transportation will be minimal. While this is a warehouse, the proposed use is essentially agricultural, but without heavy equipment. Commercial transportation will be limited to moving product for testing and sales purposes and will occur only during harvest seasons. Transportation will be subject to regulation by the OLCC, requiring among other things, a written manifest, security, and strict schedule. Negative impacts to the transportation system should be limited – even more so than other uses allowed in this zone.

Parking will remain unchanged, but is already designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians. On-site parking is already available (see existing site plan conditions). The proposed development will be served by the City of Salem for water sewer, storm drainage, and street lighting. Water usage should be equivalent to about 11,000 gallons per month, which is well within range of the current water consumption at this site and within a reasonable range of other allowed uses in the IC zone.