



COMPLETENESS REVIEW COMMENT RESPONSE

April 13, 2023

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City of Salem – Planning Department
555 Liberty Street SE
Salem, Oregon 97301-3505

PROJECT NAME
COZY RESIDENTIAL

CASE NO.
23-101981-PLN

The following is our response to Completeness Review comments, received February 8, 2023 and to Public Works Comments, received February 3, 2023.

PLANNING:

- (1) *Solid Waste Service Areas. Please include or revise the following on your site plan materials:*
- Pursuant to SRC 800.055(b), the applicant will need to display that the pad area extends a minimum of one foot beyond the sides and rear of the receptacle and a minimum three feet beyond the front of the receptacle.
 - Pursuant to SRC 800.055(b)(2), the applicant will need to display that there is a minimum separation of at least 1.5 feet shall be provided between the receptacle and the side wall of the enclosure.
 - Pursuant to SRC 800.055(f)(4), the applicant shall place "No Parking" signs in a prominent location on the enclosure or painted on the pavement in front of the enclosure or receptacle, to ensure unobstructed and safe access for the servicing of receptacles.

Note: Public works does not support the proposed location of the trash enclosure which opens into the public right-of-way of the alley. If the trash enclosure cannot be redesigned to have the gates not open into the alley, it should be relocated to provide safe maneuvering area outside of the public right-of-way.

RESPONSE: The trash enclosure is designed to meet the above standards with a concrete pad that provides 1-foot between the 3 yard trash receptacle bins and rear wall of the enclosure, with 1.5-foot clearance between the receptacles and side walls of the enclosure, plus a 6-inch tall curb along the interior perimeter walls. "No Parking" signs will be posted as needed. The enclosure has been shifted so that the enclosure doors no longer encroach into the alley's public ROW. Please refer to Site Details Plan, Sheet SP-2 for details.

- (2) *Requested Adjustment. The applicant has requested an adjustment to 533.015(d), pertaining to a 75 percent building frontage requirement, along the highest road classification, for proposed development projects. This is an adjustment staff cannot support. Unfortunately, the requested adjustment does not appear to meet or exceed the standard. Staff believe that development site configuration can be altered to adequately satisfy the requirement and intent of this code section.*

RESPONSE: The Applicant and the design team met with Planning Staff, February 16th, to discuss this comment and Planning's position on this request. The Applicant's team explained how several factors led to the proposed design such as: location of the development site; configuration of the development site as it relates to street frontage and the public alley which bifurcates the development site; traffic flow on Commercial Street where it is adjacent to the site; maximizing density with marketable unit types; providing adequate parking; sustainable design strategies; and compatibility with the single-family neighborhood to the west. High traffic levels, vehicle exhaust levels in this location one-way traffic flows and lack of street parking are not conducive to residential. Following our meeting, the design team worked to redesign the building to work within the frontage standards but could not reach a feasible mixed-use building providing desired density and needed parking for the Applicant or their lending partners.

At Staff's suggestion, a presentation of the proposed design was made at the March 8, 2023 SCAN meeting. The response from attendees was positive, and they preferred the buildings orientation to Bush Street as it allowed more parking and Bush Street was identified as a corridor between Minto Brown Park and Bush Pasture Park in the Sustainable Cities Initiative.

During our meeting with Staff other strategies were mentioned that might work to achieve a design that provided more enhancements of the pedestrian environment on Commercial through greater parking setbacks, increased landscaping along the street, and further screening through the use of decorative fencing. This approach was used, the updated Site Plan shows a larger setback to parking, a 6 foot wood slat fence, enhanced landscaping and inset "plazas" with decorative paving and seating. The Narrative Written Statement has been revised to reflect this as well as provide additional information supporting the Applicants design based on site location, configuration, as well as other contributing factors that has led to this design.

(3) Pedestrian Access. Please include or revise the following on your site plan materials:

- *Pursuant to SRC. 800.065(b)(1)(A), preliminary review of the proposed pedestrian walkways indicated they're below the minimum five feet width standards. The applicant will need to ensure that all proposed walkways meet this requirement.*

RESPONSE: All required pedestrian walkways are at least 5-feet wide.

- *Pursuant to SRC. 800.065(b)(2), wheel stops, or extended curbs shall be provided along required pedestrian connections to prevent the encroachment of vehicles. Preliminary review of the site plan shows that only a couple off-street parking spaces abutting a pedestrian accessway indicate wheel stops or extended curbs. The applicant will need to ensure that these are shown on the submitted materials.*

Note: Pursuant to SRC. 800.065(c), on-site pedestrian circulation system shall be lighted to a level where the system can be used at night by employees, customers, and residents.

RESPONSE: Wheel stops have been added where parking spaces are adjacent to pedestrian paths or to prevent encroachment into required setbacks and landscape areas. Please refer to the revised Site Plan & First Floor Plan and the Surfacing Plan, Sheets SP-1 and C4.0 for confirmation.

(4) Off-Street Parking, Loading, and Driveways. Please include or revise the following on your site plan materials:

- *Pursuant to SRC 806.035(d)(4), Landscape islands and planter bays shall have a minimum planting area of 25 square feet and shall have a minimum width of five feet. It is not clear if the applicant is proposing a planter bay to separate the trash enclosure and the adjacent off-street parking stall. Review of the preliminary landscaping plans show landscaping proposed in that section. The applicant will need to ensure that this is clearer, and if a landscaping strip is proposed, then it meets the minimum dimensional standards.*

RESPONSE: Proposed planter bays vary in size, all are at least 50 square feet or greater with a minimum dimension of 5-feet or more as required. Please refer to revised Site Plan & First Floor Plan, Sheet SP-1 for conformance to the standard.

- *Pursuant to SRC 806.035(e), off-street parking areas shall conform to the minimum dimensions set forth in Table 806-6. Preliminary measurements of the standard off-street parking stalls appear to be below the minimum 9' foot width requirement, resting at roughly 8'feet- 8-inches. The applicant will need to ensure that the proposed off-street parking meets the minimal dimensional standards set forth in this section. Additionally, the stall to curb dimension for the standard sized off-street parking appear to be below the minimum 19' foot requirement, resting at roughly 17'feet- 6"-inches.*

RESPONSE: Parking spaces that do not provide a 19-foot depth, either through full paved depth or where a 1.5-foot overhang is accommodated are considered compact and have been identified on the revised site plan & First Floor Plan, Sheet SP-1, with a "C". This development proposal includes 37 off-street parking spaces, 27 are compact as allowed.

- *Pursuant to SRC 806.035(f)(2), the proposed off-street parking of the eastern lot terminates at a dead end. The applicant will have to incorporate a turnaround, conforming to the minimum dimension standards set forth in table 806-7, meeting all applicable requirements.*

RESPONSE: Revisions to the parking area have been made to include a vehicle turnaround space are required. Please refer to revised Site Plan & First Floor Plan for revised parking design.

- *Pursuant to SRC 806.035(j), off-street parking and vehicle use areas shall include bumper guards or wheel barriers so that no portion of a vehicle will overhang or project into required setbacks and landscaped areas, pedestrian accessways, streets or alleys, or abutting property. Submitted site plan only indicates partial bumper guards/wheel barrier are provided for off-street parking. The applicant will need to display all proposed off-street parking stalls are in compliance with this standard.*

RESPONSE: Parking spaces that allow vehicle overhang into non-required landscape areas are limited to those spaces located on the west side of the alley where no pedestrian walkway or setback areas are located.

(5) *Bicycle Parking. Please include or revise the following on your site plan materials:*

- *Pursuant to SRC. 806.055(a), bicycle parking shall be provided in amounts not less than those set forth in Table 806-9. The applicant indicated that only 45 bike parking stalls are provided. Based on the proposed mixed uses, both multiple family and office, the applicant will need to provide at least four additional bike parking stalls for each commercial unit provided. All short-term bicycle parking shall be located outside of building within a convenient distance of, and clearly visible from, the primary building entrance, and cannot be located more than 50 feet from a primary building entrance.*

RESPONSE: The revised plan provides 49 bicycle parking spaces: 37 long term within a secured bike storage room or within residential units, 8 short term spaces can be found either adjacent to Commercial and the buildings lobby or on Bush Street within 50 feet of resident entries; 4 space are also provided for the commercial uses, all of these are found on Bush Street within 50 feet of entries.

- *Pursuant to SRC. 806.060(c), all bicycle parking areas shall meet the dimensional requirements outlined in table 806-10. Preliminary measurements indicate the proposed vertical bicycle storage spaces, located within the primary mixed-use structure, are below the minimum access aisle width, requiring at least five feet. The applicant will need to extend the width to show compliance with all applicable standards. Additionally, these dedicated*

spaces are below the minimum space height requirement, requiring at least 4'-feet. Preliminary measurements show only an approximately 2'-feet-2 inches. Finally, the applicant will need to ensure that there is at least a 6'-foot spaced length to adequately fit bicycles.

Note: long-term vertical bike racks shall be supported in a stable vertical position in two or more places without damage to the wheels, frame, or components.

RESPONSE: Please see Revised Site Plan & First Floor Plan for revised bicycle storage areas for compliance with dimensional requirements within the bike storage room.

- *To ensure compliance with other bicycle development standards, as outlined in SRC 806.060, the applicant is going to provide a portion of the required bicycle parking inside individual resident units, they will need to show them on the corresponding floor plan to ensure dimensional standards.*

RESPONSE: Please refer to Revised Site Plan & First Floor Plan, Site Details Sheet, and Second-Fifth Floor Plan for additional information related to proposed bicycle parking.

- *It appears that short-term bicycle parking provided at the eastern lot is disjointed from the pedestrian walkway. The applicant will need to display more clearly that Access Aisle Width can support at least a 4' feet access aisle width.*

RESPONSE: Please see the Revised Site Plan & First Floor Plan for clarification related to short term bicycle parking.

(6) *Pedestrian Oriented Design. Please include or revise the following on your site plan materials:*

- *Pursuant to SRC 533.015(h), the ground floor height minimum is 14 feet; ground floor height is measured from the floor to the ceiling of the first floor. Based on preliminary measurements of the perceived ground floor, based on elevations provided, it appears that the proposed development is below this standard, at approximately 12'-feet 10" inches.*

Note: Pursuant to SRC 533.015(h), specifically rooftop mechanical equipment, with the exception of solar panels and wind generators, shall be set back or screened so as to not be visible to a person standing at ground level 60 feet from the building.

RESPONSE: Please refer to Revised Building Elevations for confirmation of conformance with the ground floor height standard.

(7) *Saginaw Street Overlay Zone – Trees. Preliminary review of the sites existing conditions in contrast with the preliminary landscaping plan show there are multiple trees located in the path of development. Pursuant to SRC. 625.015(f) Trees with a dbh of ten inches or greater shall be preserved wherever possible. The applicant will have to display that these trees are being proposed for preservation and incorporated into the site plan.*

RESPONSE: There are 5 trees located on the development site, of these the 3 adjacent to the alley, which have a dbh less than 10-inches will be removed to allow for alley widening. All other trees on-site will be retained and incorporated into the landscape. The landscape plan is conceptual and is provided to show compliance with landscape standards as part of the land use review. A final landscape plan prepared by a licensed landscape architect will be provided as part of the building permit and construction drawing review process.

(8) *Saginaw Street Overlay Zone – Screening. Pursuant to SRC. 625.015(d), nonresidential uses shall be screened along Saginaw Street by a minimum six-foot high sight-obscuring hedge. The sight-obscuring hedge shall be of a species capable of attaining a height of eight feet within two years after planting. The sight-obscuring hedge shall conform to the vision clearance requirements set forth in SRC chapter 805. The applicant has displayed this screening towards the western property line but will also need to provide screen at the*

southern property line, in conformance with these standards, due to the abutting residential use.

RESPONSE: If a site obscuring hedge is required along side and rear property lines, it will be provided.

(9) *Neighborhood association Contact. Pursuant to SRC. 300.310, Prior to submitting a land use application requiring neighborhood association contact, the applicant shall contact the City-recognized neighborhood association(s) whose boundaries include, or are adjacent to, the subject property via e-mail or mailed letter. **The applicant has not submitted a neighborhood association contract in conformance with code requirements. The applicant will need to address this item prior to moving forward.***

RESPONSE: We contacted Victor Dodier, SCAN Chair and Roz Shirack, SCAN Land Use Chair via email on February 7 and received a response with questions from Roz Shirack on February 8, 2023. Our office provided answers to these questions via email the same day.

As noted previously, on March 8, 2023 the project architect presented the project at the monthly SCAN meeting. The response from attendees was positive with backing for the current site layout. Additionally, they agreed that the ground floor residential entries currently located on Bush Street were more appropriate because they supported the findings from the 2010 Sustainable Cities Initiative, which identified Bush Street as a “natural connection between the river and Bush’s Pasture Park,”. The Incremental Grown section shows Bush on several maps both current and proposed as a pedestrian connection.

PUBLIC WORKS:

(10) *Stormwater Management. The application does not provide sufficient details to identify how the site is compliant with SRC 71, specifically the requirements for Green Stormwater Infrastructure (GSI) pursuant to PWDS Appendix 4E. The applicant shall provide a storm drainage system that provides treatment and flow control as required by the 2014 PWDS. Please see the following requested information from Public Works:*

- *Please provide a storm report that demonstrates the basis for determining the proposed location and size of the stormwater facility.*

RESPONSE: The updated Grading & Drainage Plan, provides information and design for green stormwater facilities that are part of the development proposal confirming that new GSI facilities are 10.22%. Therefore, no preliminary stormwater report is needed as part of the land use review package.

- *A preliminary review of the applicants plans shows that proposed storm pipe slopes don't meet minimum velocity requirements. This might indicate challenges making the storm design work due to the pond's location on highest part of site, farthest away from public storm connections.*

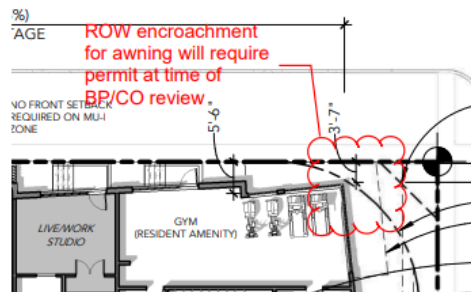
RESPONSE: Please refer to revised drawings, specifically the Grading & Drainage Plan, Sheet C2.0, which provides details that supports the drainage and stormwater design.

(11) *Road Access & widening. As a condition of utilizing the alley for primary access for compact parking spaces and primary access, the applicant is required to widen the alley to Bush Street S in order to meet a minimum two-way driveway approach width of 24 feet pursuant to Table 804-2 and Table 806-6 in the Salem Revised Code. The applicant shall revise their proposed site plan to either show additional drive aisle width or reconfigure the plan to provide an alternative.*

Note: The applicant has the option to convert all the off-street parking spaces to the western parking area to compact, which would reduce the widening requirement to 22 feet, pursuant to Table 804-2 and Table 806-6.

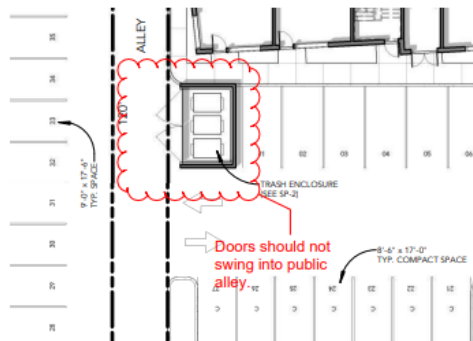
RESPONSE: The site plans have been revised to show 24-feet clear maneuvering area from the back of parking spaces accessed from the alley to the opposite side of the alley/drive aisle as required. Please refer to the Site Plan & First Floor Plan, Sheet SP-1, for conformation of proposed width.

PUBLIC WORKS:



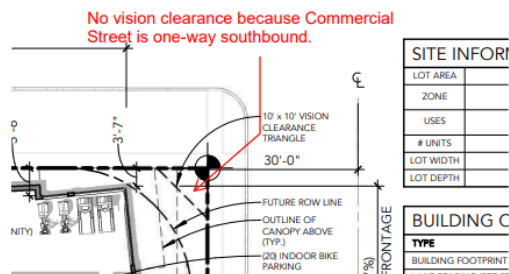
A. Row encroachment for awning will require permit at time of BP/CO review.

RESPONSE: Encroachment permits for building awnings/canopies will be obtained as required, historically this would happen during the building permit process.



B. Doors should not swing into public alley.

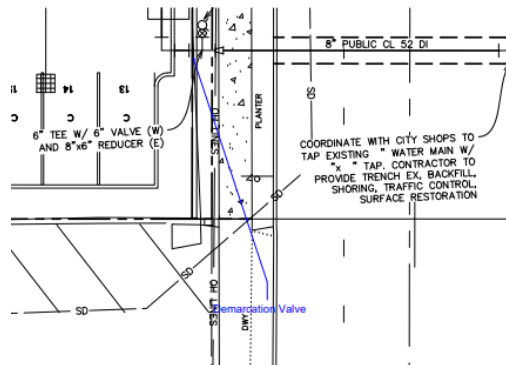
RESPONSE: The trash enclosure has been shifted further from the property line to allow door swing to occur within the development site. Please refer to revised plans for compliance.



C. No vision clearance because Commercial Street is one-way southbound.

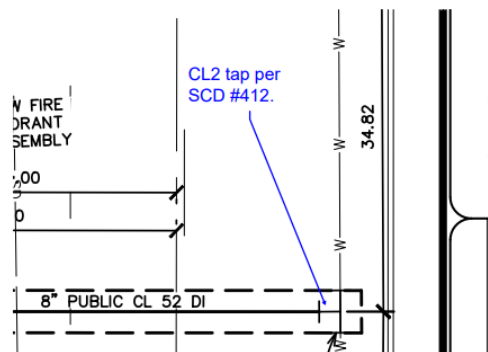
RESPONSE: Thank you for confirming.

3. C3.0 Utility Plan



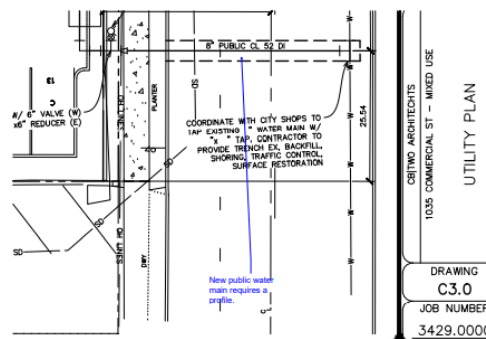
C. Demarcation Valve

RESPONSE: The submitted civil plans are preliminary and not meant as construction documents. Construction documents will be prepared and submitted for review and approval as required.



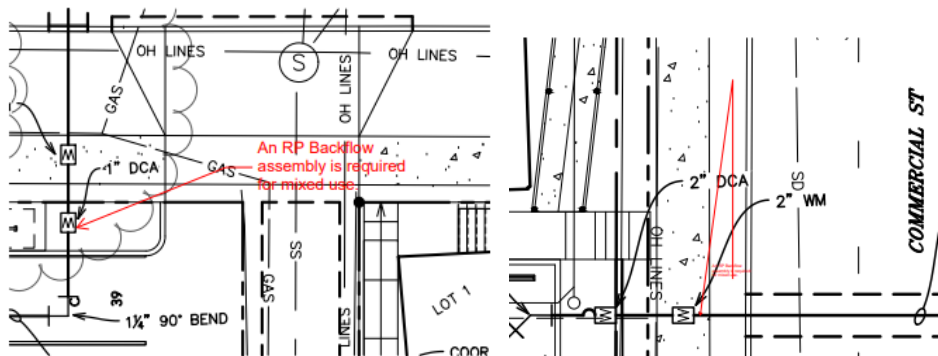
D. CL2 tap per SCD #412.

RESPONSE: The submitted civil plans are preliminary and not meant as construction documents. Construction documents will be prepared and submitted for review and approval as required.



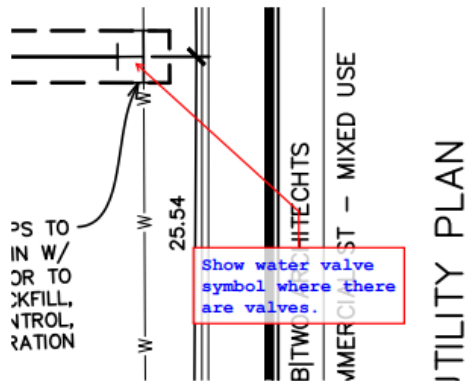
E. New public water main requires a profile.

RESPONSE: The submitted civil plans are preliminary and not meant as construction documents. Construction documents will be prepared and submitted for review and approval as required.



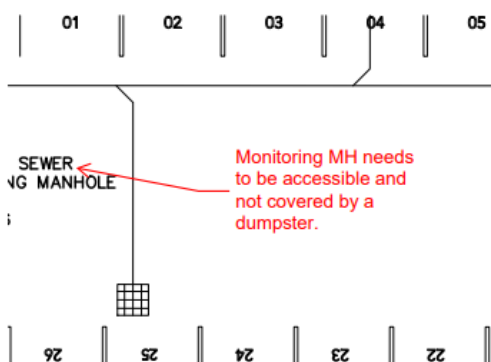
F. An RP Backflow assembly is required for mixed use.

RESPONSE: A backflow assembly will be provided. As noted previously, these plans are preliminary, construction documents will be prepared providing



G. Show water valve symbol where there are valves.

RESPONSE: Detailed information will be provided in the construction plans that will be provided for building permit submittal.



G. Monitoring MH needs to be accessible and not covered by a dumpster.

RESPONSE: The trash enclosure has been shifted to allow the monitoring manhole to be outside of the dumpster for better access. Please refer to the revised Utility Plan for confirmation.

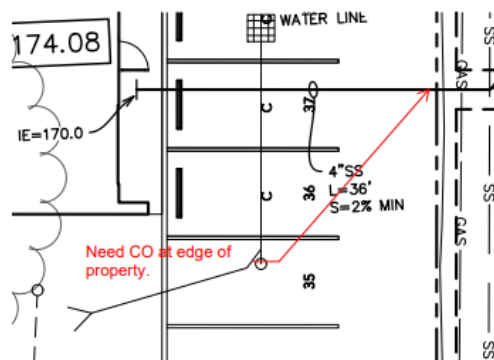
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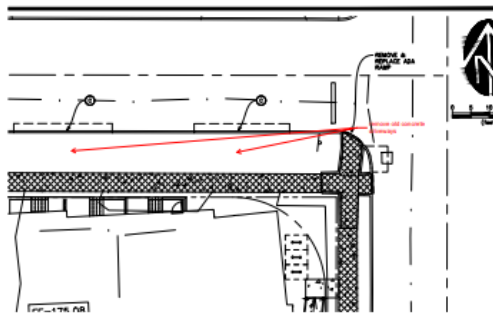
RESPONSE: Noted and addressed.



I. Need CO at edge of property.

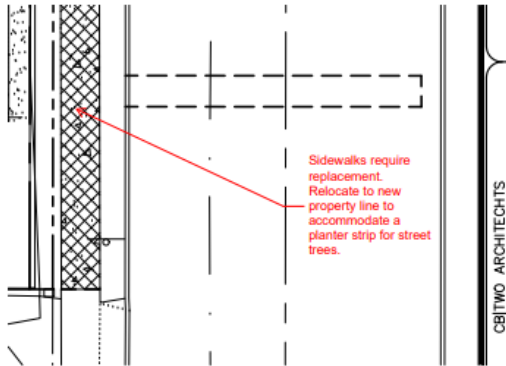
RESPONSE: Noted.

4. C4.0 Surfacing Plans



A. Remove old concrete driveways.

RESPONSE: Existing driveways providing access from Bush Street to the development site will be removed and new Type "C" curbs will be installed to match existing curbs along the Bush Street frontage.



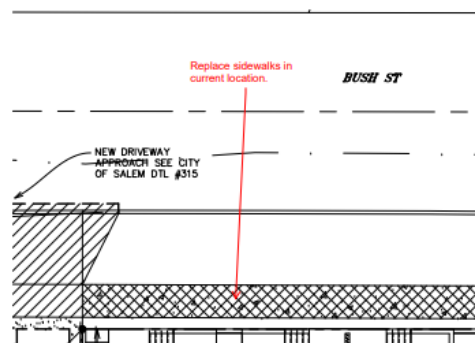
B. Sidewalks require replacement. Relocate to new property line to accommodate a planter strip for street trees.

RESPONSE: Sidewalks will be replaced. The sidewalk on Commercial is shown in its existing location to meet sidewalks located in front of adjacent properties and those across Bush Street.



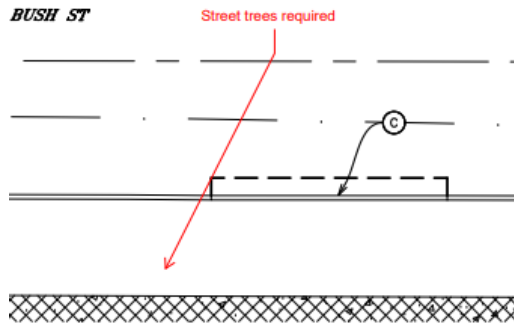
C. Street trees required.

RESPONSE: Street trees will be provided either in the ROW or adjacent to it.



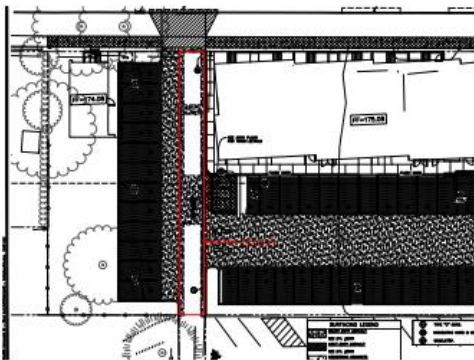
D. Replace sidewalks in current location.

RESPONSE: Replacement of sidewalks along Bush Street are proposed. The new sidewalk will be constructed in the same location as existing.



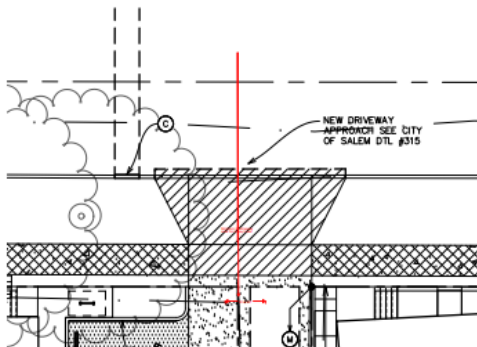
E. Street trees required.

RESPONSE: Street trees will be provided as required. The conceptual Landscape Plan, Sheet SP-3 indicates street trees along Bush Street where no trees are currently located.



F. Repave entire alley within development.

RESPONSE: Currently we are proposing to grind and inlay with a 3-inch overlay of asphalt. Please see revised Surfacing Plan, Sheet C4.0, for details.



G. Minimum 22 driveway aisle' for 2-way travel.

RESPONSE: The driveway aisle will be 22-feet wide allowing 2-way traffic as required. Please refer to the revised plans for dimensional information.

Thank you,

Gretchen Stone
Land Use Coordinator

