



28 February 2023

Bryce Bishop
Planner III
555 Liberty Street SE
Salem, Oregon 97301-3503

RE: 835 Commercial Street SE /Ref#: 22-117603-PLN (Class 3 Site Plan Review)

The following is a response to your plan review letter dated 10-04-2022

Item:
Application Form

The application form needs to be revised to address the following:

- Comprehensive plan designation. The comprehensive plan designation of the property was changed to Mixed-Use as part of the Our Salem project. The application form, however, indicates that the property is designated Retail Commercial. The application form needs to be updated to identify the correct comprehensive plan designation of the property as Mixed Use.

Application was made under the old CR zoning designation.

- Zoning. The zoning of the property was also changed to MU-I (Mixed-Use) as part of the Our Salem project. The application form, however, indicates that the property is zoned CR. The application form needs to be updated to identify the correct zoning of the property as MU-I with Saginaw Street Overlay zone.

Application was made under the old CR zoning designation.

- Project valuation. The project valuation section of the application form needs to be completed in order to establish the correct Class 3 Site Plan Review application fee.

33,184 sf x \$150 = \$4,977,600

- Home Owners' Association. The application form indicates that the South Central Association of Neighbors (SCAN) neighborhood association is the Homeowners

Association applicable to the subject property. The SCAN Neighborhood Association is not, however, a Homeowners Association. The application form needs to be revised to indicate "N/A" in the section where it asks whether the property is within a Homeowners Association.

"N/A"

Item:
Neighborhood Association Contact

The application form indicates that the SCAN Neighborhood Association was contacted via e-mail on August 15, 2022. However, proof of neighborhood association contact, as required under SRC 300.310, has not been submitted. In order to comply with the neighborhood association contact requirements of SRC 300.310(d), a copy of the e-mail sent to the neighborhood association and a list of the e-mail addresses to which the e-mail was sent is needed.

See the attached Neighborhood Association Contact email.

Item:
Recorded Deed

SRC 300.210(a)(2) requires a copy of the current deed(s) for the property to be submitted. The subject property consists of six separate tax lots. The deed submitted with the application is the deed for tax lot 9000. Deeds for the remaining five tax lots which make up the property, however, still need to be provided.

Please see the attached current deed.

Item:
Legal Lot Status of Property

The subject property is made of six separate tax lots. In reviewing the survey records for the property it's currently unclear whether the individual tax lots which make up the property were lawfully created because no record of land division(s) could be found that would have resulted in their creation in their current configuration.

In order to confirm that the subject property was lawfully created, evidence is needed demonstrating that the property was created in conformance with, and according to, any applicable land division requirements in effect at the time it was created in its current configuration.

Barker Surveying's Greg Wilson is currently preparing the description. The property will be consolidated by the appropriate means/method prior to occupancy

Item:

Written Statement in Support of Proposed Development

SRC 300.210(a)(9) requires the submittal of a written statement addressing each approval criterion and standard applicable to the application. A written statement addressing the approval criteria and standards applicable to the application is needed.
See attached

Item:

Landslide Hazard Susceptibility

The topography of the property is flat. There are, however, three small areas of mapped landslide hazard susceptibility located on the site (see image below). Because of this, a geological assessment or a certification from an engineering geologist or a geotechnical engineer that landslide risk on the site is low, and that there is no need for further landslide risk assessment, is required.

Ron Derrick PE, GE of Branch Engineering Inc will be providing a geo technical report, if necessary. Based on the report below it does not seem necessary. The area you identified were planter. They have been removed.

CHAPTER 810.-LANDSLIDE HAZERDS

TABLE 810-1A. EARTHQUAKE-INDUCED LANDSLIDE SUSCEPTIBILITY RATINGS

Property identified under very low or low categories on IMS-18.

ASSIGNED POINT VALUE = 0

IMS-18

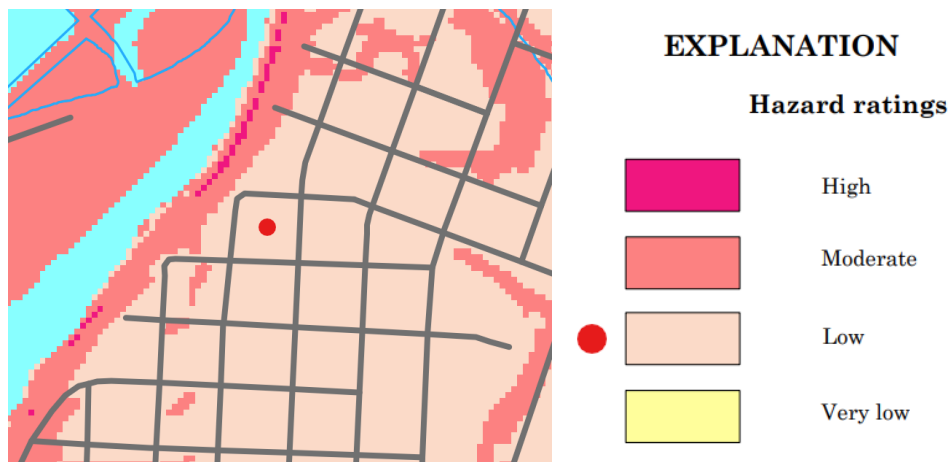


TABLE 810-1B. WATER-INDUCED LANDSLIDE SUSCEPTIBILITY RATINGS

IMS-5

ASSIGNED POINT VALUE = 0

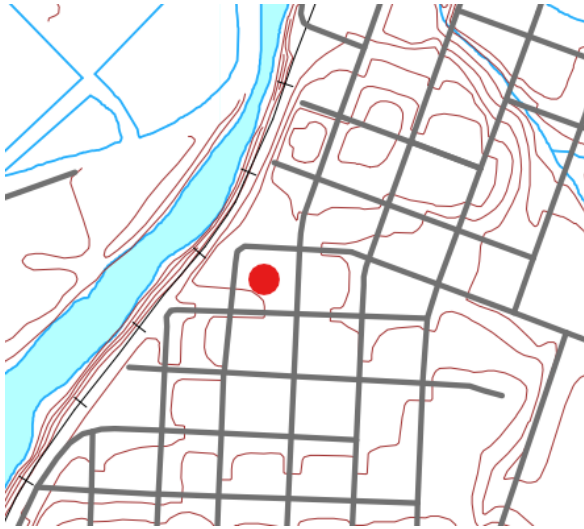


TABLE 810-1C. ACTIVITY SUSCEPTIBILITY RATINGS

Installation or construction of any structure greater than 500 square feet in area-

Commercial or industrial building permit

ASSIGNED POINT VALUE = 3

TABLE 810-1D. CUMULATIVE SCORE

Total Points = 3

TABLE 810-1E. TOTAL LANDSLIDE HAZARD RISK

4 or fewer points-Category A – Low-No Requirement

Site Plan

The site plan needs to be revised to show all of the current property lines which run through the site pursuant to SRC 220.005(e)(1)(A). The existing property lines appear to conflict with the proposed building location and the proposed parking areas.

In order to address these conflicts and eliminate the interior property lines in order to accommodate the proposed development, the existing six properties will need to be consolidated into one lot.

Barker Surveying's Greg Wilson is currently preparing the description which consolidated the lots into a single property. Sheet SPR-1 has been revised

Building Elevation Drawings

SRC 220.005(e)(1)(E) & (F) require the submittal of building elevation drawings and architectural drawings or renderings showing all elevations of the proposed building as it

will appear upon completion. Site plan drawings have been submitted, but no building elevation drawings have been provided and are required.

The building elevation drawings are required to verify conformance with the building height and design standards of the MU-I zone. Within the MU-I zone, the minimum required building height is 20 ft. and the maximum allowed building height is 65 ft.

Please see the proposed elevations on sheet SPR-10. Abd 11

Proposed Use of Property

Clarification is needed regarding the use or uses that are proposed for the property. The site plan indicates that the proposed building will be a medical/office building. The site plan also indicates that the building is for the Hunsaker Dental Clinic. Will the entire building be used as a dental clinic or will there be additional individual suites created within the building to accommodate separate office uses and/or separate outpatient medical office uses?

The proposed use is Medical/Office, with the entirety of the 1st floor being Dental, and at least 25% of the 2nd floor being Dental, with plans to possibly utilize all of the 2nd floor as Medical. The off-street parking requirement is 1/350 sf for both Business and Professional Services(office) and Health Services (outpatient medical services and laboratories) per Table 806-1 .

Building Frontage Abutting Commercial Street.

The MU-I zone requires a minimum 75 percent building frontage along Commercial Street (per SRC 533.015(d)). The proposed development, however, includes 33.9 percent building frontage adjacent to Commercial Street. The proposed development will need to be revised to provide the minimum required 75% building frontage abutting Commercial Street.

**Application was made under the old CR zoning designation.
(CHECK SHOW COMPLIANCE WITH CR ZONING)**

Pedestrian Oriented Design Requirements

The MU-I zone includes pedestrian oriented design requirements that are included under SRC 533.015(h) – Table 533-6. In order to determine the proposed development's conformance with these requirements, elevation drawings of the proposed building are needed. The requirements establish standards for the following:

- Ground floor building height. **See Adjustment request**
- Building façade articulation. **See Sheet SPR 10 and 11**
- Ground floor windows. **See Sheet SPR 10**
- Building entrance orientation to street. In regard to this requirement, confirmation is needed whether there will be multiple tenant spaces on the ground floor of the proposed building. If multiple tenant spaces will be provided on the ground floor, each ground floor tenant space that faces Commercial Street

will need to have a primary entrance that faces Commercial Street. **See Sheet SPR 8 and 10 see entrance at SE corner of building**

The primary entrance of the proposed building currently faces north rather than facing Commercial Street. The primary entrance to the building will need to be relocated to face Commercial Street in order to meet this design requirement.

- Weather protection. **See Sheet SPR 10**
- Mechanical and service equipment. In regard to this requirement, confirmation is needed whether the proposed development will include any rooftop mechanical equipment. If the development will include rooftop mechanical or service equipment, it must be setback or screened so as to not be visible to a person standing at ground level 60 feet from the building. **See Sheet SPR 10 illustrated a 4' parapet on a three-story building. roof top equipment is not visible. Please find the following documentation.**

Pedestrian Connection between Building Entrance and Adjacent Streets

SRC 800.065(a)(1) requires a pedestrian connection to be provided between the primary building entrance of a building and each adjacent street.

The proposed new building includes a pedestrian connection between the primary building entrance and Commercial Street but it does not include required connections to Kearney Street and Saginaw Street. Pedestrian connections to Kearney Street and Saginaw Street are not required, however, if the primary building entrance is relocated to be within 20 feet of the property line abutting Commercial Street with a pedestrian connection to the street (per SRC 800.065(a)(1)(C)(i)).

Please see the attached Pedestrian access plan, see sheet SPR-8 previously submitted

Pedestrian Connection between Buildings on Development Site

SRC 800.065(a)(2) requires a pedestrian connection to be provided between the primary building entrances of each building on a development site.

Because there will be two buildings on the development site (the existing building at the southwest corner of the site and the proposed new building), a pedestrian connection is required between the primary entrances of both buildings. A pedestrian connection between the buildings is not required, however, if the primary building entrance of the new building is relocated to be within 20 feet of the property line abutting Commercial Street with a connection to the street (per SRC 800.065(a)(2)(B)(i) and (ii)).

Please see the attached Pedestrian access plan, see sheet SPR-8

Minimum Off-Street Parking Requirements

In order to determine the total minimum number of off-street parking spaces required for the proposed development, the square footage and use of the existing building at the southwest corner of the site needs to be identified on the site plan.

Please see the revised proposed plan sheet SPR-1. The existing building is 899 sf, the proposed building is 22,282 sf. The total square footage is 23,181 sf/350= 66 min. parking spaces required. 66 min parking spaces required x 1.75 = 115 maximum allowed per Table 806-2A. We are proposing 109 total spaces. 66 min X .25 = min 16 full spaces required/provided.

Public Works Department Comments

The Public Works Department reviewed the proposal and provided the following comments:

- Trip Generation Estimate Form. The TGE form submitted does not provide the square footages of the buildings/uses being demolished on-site. Please provide the square footages on the TGE form.
**The demolished buildings are 9609 sf and 4351 sf respectively.
The TGE has been updated and resubmitted.**
- Stormwater Management. A water quality facility is shown on the plan, however, no sizing information has been provided. It is unclear from the submitted plans whether or not the proposal meets the definition of a large project pursuant to SRC 70.005. The applicant shall submit a written finding regarding the definition of large project and new/replaced impervious surfaces pursuant to SRC 70.005. If the proposal meets the definition of a large project, the applicant has three options for submittal: set aside 10 percent of the total new plus replaced impervious surface area for GSI facilities, submit a preliminary stormwater report demonstrating that GSI is used to mitigate the impacts of at least 80 percent of the stormwater runoff, or apply for a design exception from the City Engineer.
Please see the updated revised existing conditions plan SPR-9
- Driveway Approaches. The proposal includes two new driveways which are subject to the Class 2 Driveway Approach Permit criteria. In addition, the proposed driveway approach on Commercial Street SE does not meet the spacing standards in SRC 804.035(d) due to proximity to adjacent street intersections. The applicant shall submit an application for a Class 2 Adjustment and provide findings for how the proposed driveways meet the criteria in SRC 804.025(d) and SRC 250.005(d)(2).
See the attached adjustment for the Driveway Approach.
- Vision Clearance. The proposed building encroaches into the vision clearance area required under SRC 805.005 at the corner of Commercial Street and Kearney Street.
Please see the vision clearance along with the modified building outline at the SE corner, see sheet SPR-1.

- Right-of-Way Dedication. Right-of-way dedication along the following street frontages will be required per SRC 803.040. The applicant is advised to update the site plan to show the required right-of-way dedication.

- Along Commercial Street SE dedicate 33-feet from centerline along the property frontage and provide a minimum 25-foot property line radius at the corner of Commercial Street SE and Saginaw Street SE to accommodate future public infrastructure, per SRC 803.040(a)(5).

Barker Surveying will be provided an updated exhibit.

- Along Saginaw Street SE dedicate 30-feet from centerline along the property frontage and provide a minimum 20-foot property line radius at the corner of Saginaw Street SE and Kearney Street SE to accommodate future public infrastructure, per SRC 803.040(a)(5).

It is our understanding this dedication will not be necessary

Additional Comments on Plans

Please see the additional comments provided on the attached plans.

- **Bicycle Parking -Table 806-9.Bicycle Parking. Use: Health Services/Outpatient medical centers. 33,814 sf /3500 sf = 10 spaces area provided. See detail 1/SPR-6**
- **Loading Zone - We are identifying a standard full size space as a loading space. The type of supplies used at his facility do not necessitate a larger 12'x19' dedicated loading space. See Sheet SPR-1.**
- **Compact spaces along the North side and elsewhere are dimensioned at 13 feet min. per detail 2/SPR-6. We are proposing using the curb at either the sidewalk or planter in order to: 1. Reduce the impervious area 2. Avoid wheel stop first time cost. 3. Avoid trip hazards. 4. Reduce maintenance costs. In areas where the car overhang adjacent to a sidewalk would end up reducing the sidewalk width to less than 5 feet, we are proposing wheel stops at those spaces. See Sheet SPR-1.**
- **Parking lot dimensions for parking and aisles have been provided. See Sheet SPR-1.**
- **The 5.5 feet dedication along Saginaw Street SE along with the existing parking along the west side is part of an existing Nonconforming use per Sec.270.005. Within this existing west parking area we are installing a tree bay per Sec. 806.035 (d)(3). Currently there is an existing 8 foot tall hedge along Saginaw Street SE**
- **The interior parking lot landscaping outside the existing non-conforming area is 13,279sf x .05 = 664sf, we are proposing 1030 sf. See Sheet SPR-5**
- **The interior 109 sf planter adjacent west of the accessible spaces has been increased in size to accommodate an interior tree with a 2 foot car overhand per detail 2/SPR-2 without reducing the planter to less than 5 feet. See sheet SPR-1, and SPR-2.**

- The 136 sf Interior planter has been enlarged to accommodate the car overhang per detail 2/SPR-2 and still maintain 5 feet clear for the planter island.

Sincerely.

Ronald James Ped
Architect, PC