



Planning Division • 503-588-6173
555 Liberty St. SE / Room 305 • Salem, OR 97301-3503 • Fax 503-588-6005

May 4, 2023

PLANNING REVIEW CHECKLIST (Second Review Comments)

Subject Property: 3985 Lindburg Road SE

Reference Nos.: 22-125120-PLN

(Class 3 Site Plan Review & Class 2 Adjustment)

Applicant: Reid Saunders Association
P.O. Box 4275
Salem, OR 97302

Phone: 503-851-7394
E-Mail: lisa@reidsaunders.org

Agent: Sarah Rose
AC+CO Architecture Community
1100 Liberty Street SE, Suite 200
Salem, OR 97302

Phone: 503-581-4114
E-Mail: srose@accoac.com

The Planning Division has conducted its review of the revised plans for the proposed Class 3 Site Plan Review and Class 2 Adjustment for property located at 3985 Lindburg Road SE. In order to deem the application complete and to continue processing the application, modifications/and or additional information is needed to address the following item(s):

Item:	Description:
Site Plan (Property Dimensions)	The updated site plan includes property dimensions, but in some cases the property dimension identified don't identify the actual length of the property line. The property dimensions identified on the site plan need to match the property dimensions identified on the recorded subdivision plat.
Civil & Landscape Plan Drawings	Copies of the updated civil and landscape plans are needed which match the updated revised site plan.
Class 2 Adjustment – FAR & Lot Frontage	<p>Additional revisions to the site plan and building design were provided to help provide justification for the required Class 2 Adjustments to minimum required FAR and Lot Frontage.</p> <p>The proposed changes will help to justify the requested adjustments but the following additional slight revisions are needed to justify the adjustment requests and to provide for development of the site in a manner that equally or better meets the underlying purpose of the adjusted standards:</p> <ul style="list-style-type: none">▪ <u>Building Entry to Lindburg Road:</u> A primary building entrance to Lindburg Road is needed to justify approval of the requested Class 2 Adjustments to min. required FAR and building frontage. As an alternative, one entry at the corner of the building where the two streets intersect would also count toward

Item:	Description:
	<p>justifying the requested adjustments.</p> <ul style="list-style-type: none"> ▪ <u>Weather Protection Over Building Entrances to Streets:</u> Weather protection in the form of a canopy or awning is needed over the building entrances to Strong Road and Lindburg Road. The canopies/awnings will provide weather protection over the entrances but also help to visually distinguish them on the building façades in a manner that is consistent with a pedestrian-friendly urban environment. ▪ <u>Ground Floor Windows:</u> Windows have been added to the ground floor facades of the building facing Strong Road and Lindburg Road. In order provide a more commercial and urban appearance to the building, which is intended in the Village Center area of the refinement plan, some of the windows on these facades which do not extend to the floor of the building are recommended to extended to the floor to match the appearance of other windows on these facades (<i>please see notes on attached building elevations identifying where windows are recommended to be extended</i>). <p>With the above recommended additional changes, staff will be able to support the requested Class 2 Adjustments to FAR and Lot Frontage.</p>
Additional Comments on Plan	Please see the additional comments included on the attached site plan.

Unless otherwise noted, the above information is needed in order to deem the application complete. Pursuant to SRC 300.220, the application shall be deemed complete upon receipt of:

- (1) *All of the missing information;*
- (2) *Some of the missing information and written notice from the applicant that no other information will be provided; or*
- (3) *Written notice from the applicant that none of the missing information will be provided.*

Please submit this information to the City of Salem Planning Division, located on the 3rd floor of City Hall, 555 Liberty Street SE, Room 305.

For questions regarding any of the above requirements, please feel free to contact me directly by calling (503) 540-2399 or via e-mail at bbishop@cityofsalem.net.

The Salem Revised Code may be accessed online at the following location:

<https://www.cityofsalem.net/government/laws-rules/salem-revised-code>

Sincerely,

Bryce Bishop
Planner III

The proposed trash area has been relocated and redesigned to accommodate what appears to be four trash bins rather than a dumpster. Under the proposed new design it's not clear how the trash bins will be picked up by the hauler. Will they be wheeled out the the street on collection day so the truck can pick them up? If so, the bins will obstruct the narrow private street. It appears that a concrete pad area may be needed between the sidewalk and the curb along Village Center Drive where the trash bins can be placed on collection day for pickup. Additional clarification on how the proposed trash area will be serviced is needed.

These diagonal spaces are compact in size based on their dimensions and need to be marked as compact.

A pedestrian crossing is needed in this general area to provide a designated path for people to cross the street to get to the building.

A primary building entrance to Linburg Road along with a canopy over it for weather protection is needed to justify approval of the requested Class 2 Adjustments to min. required FAR and lot frontage. As an alternative, one covered entry at the corner of the building where the two streets intersect would also count toward justifying the requested adjustments.

The positioning of the proposed staple racks in relation to the proposed bike spaces needs to be identified here. Based on this drawing it appears that the staple racks are 6 feet in length.

SRC 806.035(f)(2) requires parking lots with dead-end drive aisles to have either a separate driveway for ingress and egress, a single driveway that loops to a single point or access, or a turnaround that is always available. The turnaround is required to be configured as identified in Figure 806-9 and is required to meet the dimensions of Table 806-7. The turnaround area proposed is not configured as required under Figure 806-9.

A canopy over this entrance for weather protection is needed to justify approval of the requested Class 2 Adjustments to min. required FAR and lot frontage.

With the repositioning of the building, the maximum required 20-foot building setback from street is no longer met for this portion of the building.

1 SITE PLAN

SCALE: 1"=20'-0"

2 ENLARGED BIKE RACK PLAN

SCALE: 1"=10'-0"

3 EXTERIOR STAIR SECTION

SCALE: 1/4"=1'-0"

GENERAL NOTES:

- GENERAL NOTES APPLY TO ALL DRAWINGS.
- DIMENSIONS ARE TO EXISTING FACE OF WALL, FACE OF NEW FRAMING, AND FACE OF EXISTING CONCRETE UNLESS NOTED OTHERWISE.
- DRAWINGS ARE DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES OR QUESTIONABLE DIMENSIONS PRIOR TO PROCEEDING WITH AREA OF QUESTIONABLE WORK.
- IN CASE OF ANY CONFLICTS IN THE REQUIREMENTS OF THE CONTRACT DOCUMENTS, THE CONTRACTOR IS REQUIRED TO INCLUDE THE BETTER QUALITY AND LARGER QUANTITY OF THE WORK.
- CONTRACTOR AND BIDDERS SHALL USE COMPLETE SETS OF CONTRACT DOCUMENTS; NEITHER THE OWNER NOR ARCHITECT ASSUMES RESPONSIBILITY FOR ERRORS OR MISINTERPRETATIONS RESULTING FROM THE USE OF INCOMPLETE SETS OF CONTRACT DOCUMENTS.
- COORDINATE AND PROVIDE WOOD BACKING FOR ALL OFCI ITEMS

REFERENCE NOTES:

- NEW PAINTED ARROW MARKINGS (1 A1.2)
- NEW CONCRETE WHEELSTOP (2 A1.2)
- NEW 4" PAINTED PARKING STRIPE
- NEW 4" PAINTED PARKING SAFETY STRIPES AT 2'-0" o.c.
- NEW HANDICAP ACCESSIBLE PARKING SIGN (7 A1.2) (8 A1.2)
- NEW PAINTED HANDICAP SYMBOL (5 A1.2)
- NEW CONCRETE PAD FOR TRASH BINS, PROVIDE A 6'-0" HIGH CEDAR FENCE WITH GATE
- NEW DEDICATED BICYCLE PARKING AREA
- EXISTING RETAINING WALL TO REMAIN, PROTECT AT ALL TIMES
- NEW CONCRETE STAIR, REFER TO CIVIL DRAWINGS (14 A1.2)
- NEW GALVANIZED METAL HANDRAIL (9 A1.2) (10 A1.2)
- NEW GALVANIZED METAL GUARDRAIL
- NEW BIKE RACK (11 A1.2) (12 A1.2)
- EXISTING CONCRETE SIDEWALK TO REMAIN
- EXISTING ASPHALT TO REMAIN
- EXISTING GUTTER TO REMAIN
- NEW OFCI BENCH
- NEW RETAINING WALL, REFER TO CIVIL DRAWINGS
- NEW OFCI WATER FEATURE AND BOLDER, REFER TO LANDSCAPE DRAWINGS
- NEW IRRIGATION DCA, REFER TO LANDSCAPE DRAWINGS
- EXISTING ASPHALT TO BE SAWCUT AND REMOVED FOR UTILITY CONNECTION AND NEW CURB CONSTRUCTION. INFILL WITH NEW ASPHALT TO MATCH EXISTING, REFER TO CIVIL DRAWINGS.
- DEPRESSED CURB CUT, TAPERED, REFER TO CIVIL DRAWINGS
- NEW 12" TALL PAINTED LETTERING, 'COMPACT'. AT SIM CONDITION, 'NO PARKING' (15 A1.2)
- NEW OFCI MONUMENT SIGN
- NEW LOCATION FOR BUS TRANSIT STOP, AT SIM CONDITION PROVIDE A 6'-0" WIDE BRIDGE OVER SWALE OF PERVIOUS MATERIAL

SITE LEGEND

- NEW CONCRETE PAVEMENT, REFER TO CIVIL DRAWINGS
- NEW A. C. PAVEMENT, REFER TO CIVIL DRAWINGS
- NEW LANDSCAPED AREA, REFER TO LANDSCAPE DRAWINGS
- NEW GSI / DETENTION AREA, REFER TO CIVIL DRAWINGS
- EXISTING CURB TO REMAIN, REFER TO CIVIL DRAWINGS
- NEW CONCRETE CURB, REFER TO CIVIL DRAWINGS (4 A1.2)
- PROPERTY BOUNDARY
- NEW CONCRETE PAVEMENT JOINT (3 A1.2)
- NEW CLEAN OUT, (E) DESIGNATES EXISTING TO REMAIN, REFER TO CIVIL DRAWINGS
- NEW MAN HOLE, (E) DESIGNATES EXISTING TO REMAIN, REFER TO CIVIL DRAWINGS
- NEW DOWN SPOUT, REFER TO CIVIL DRAWINGS
- NEW CATCH BASIN, (E) DESIGNATES EXISTING TO REMAIN, (D) DENOTES TO BE REMOVED, REFER TO CIVIL DRAWINGS
- NEW WATER METER, (E) DESIGNATES EXISTING TO REMAIN, REFER TO CIVIL DRAWINGS
- NEW FIRE HYDRANT (E) DESIGNATES EXISTING TO REMAIN, REFER TO CIVIL DRAWINGS
- EXISTING POWER POLE TO REMAIN
- EXISTING ELECTRICAL BOX TO REMAIN
- EXISTING POWER JUNCTION BOX TO REMAIN
- EXISTING LIGHT POLE TO REMAIN
- NEW SIGN, (E) DENOTES EXISTING TO REMAIN

CURB RADII:

- | | |
|---------|----------|
| 1 2'-0" | 4 5'-0" |
| 2 3'-0" | 5 15'-0" |
| 3 4'-0" | 6 25'-0" |

The site summary that was included with the original site plan was removed but is still needed per SRC 220.005(e)(2)(G).

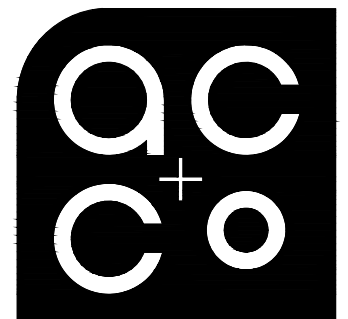
In the event conflicts are discovered between the original signed and sealed documents prepared by the Architects and/or their Consultants, and any copy of the documents transmitted by mail, fax, electronically or otherwise, the original signed and sealed documents shall govern.

JOB NO. 2022.0003

DATE MAR 20, 2023

DRAWN SR

REVISIONS



ARCHITECTURE
COMMUNITY
1100 Liberty St SE, Suite
200
Salem, OR 97302-5385
P: 503.561.4114
www.acccoc.com

REID
SAUNDERS

3885 LINDBURG RD SE
SALEM, OREGON 97302

SHEET

A1.1

ELEVATION REFERENCE NOTES:

- 1

OFICI SIGNAGE, COORDINATE SIZE AND LOCATION WITH OWNER
- 2

WINDOW PER PLAN
- 3

STEEL CANOPY, PAINT, REFER TO STRUCTURAL
- 4

FIBER CEMENT TRIM, PAINT
- 5

HORIZONTAL FIBER CEMENT LAP SIDING, PAINT
- 6

STANDING SEAM METAL ROOF
- 7

FIBER CEMENT FASCIA, PAINT
- 8

COLUMN PER STRUCTURAL, PAINT

9

STONE VENEER, STEP WITH GRADE

10

STONE SILL

11

PRE-FINISHED PARAPET FLASHING CAP FLASHING

12

DOOR PER PLAN

13

PRE-FINISHED SHEET METAL GUTTER AND DOWNSPOUT, AT SIM CONDITION, DAYLIGHT ONTO LOWER ROOF

14

METAL BUILDING ADDRESS NUMBER, 12" HEIGHT, REFER TO SPECIFICATIONS

15

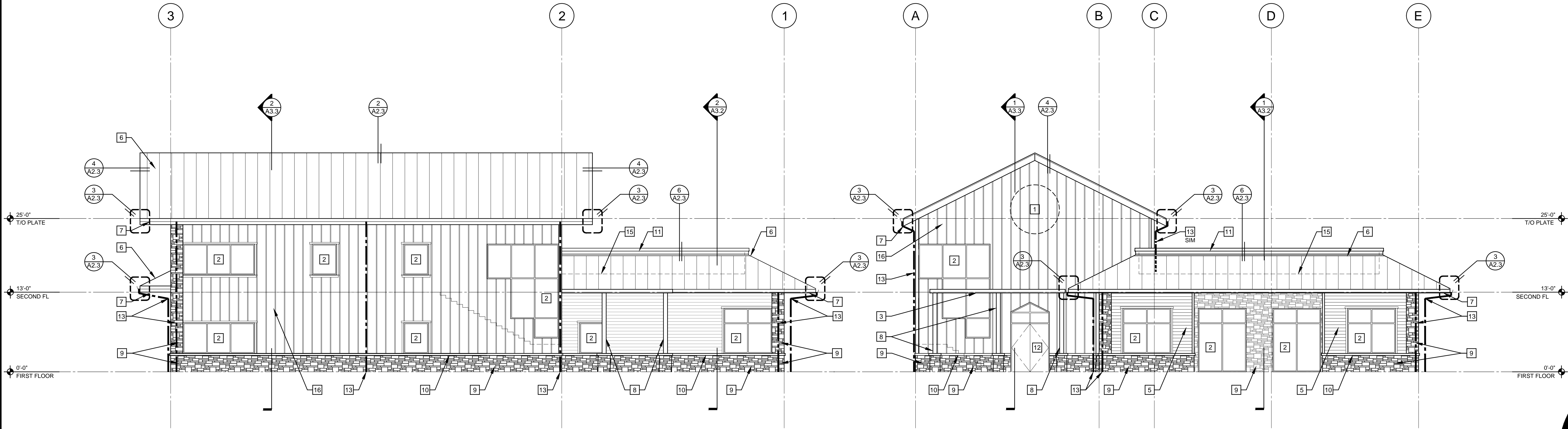
PARAPET BEYOND

16

VERTICAL BOARD AND BATTEN SIDING, PAINT

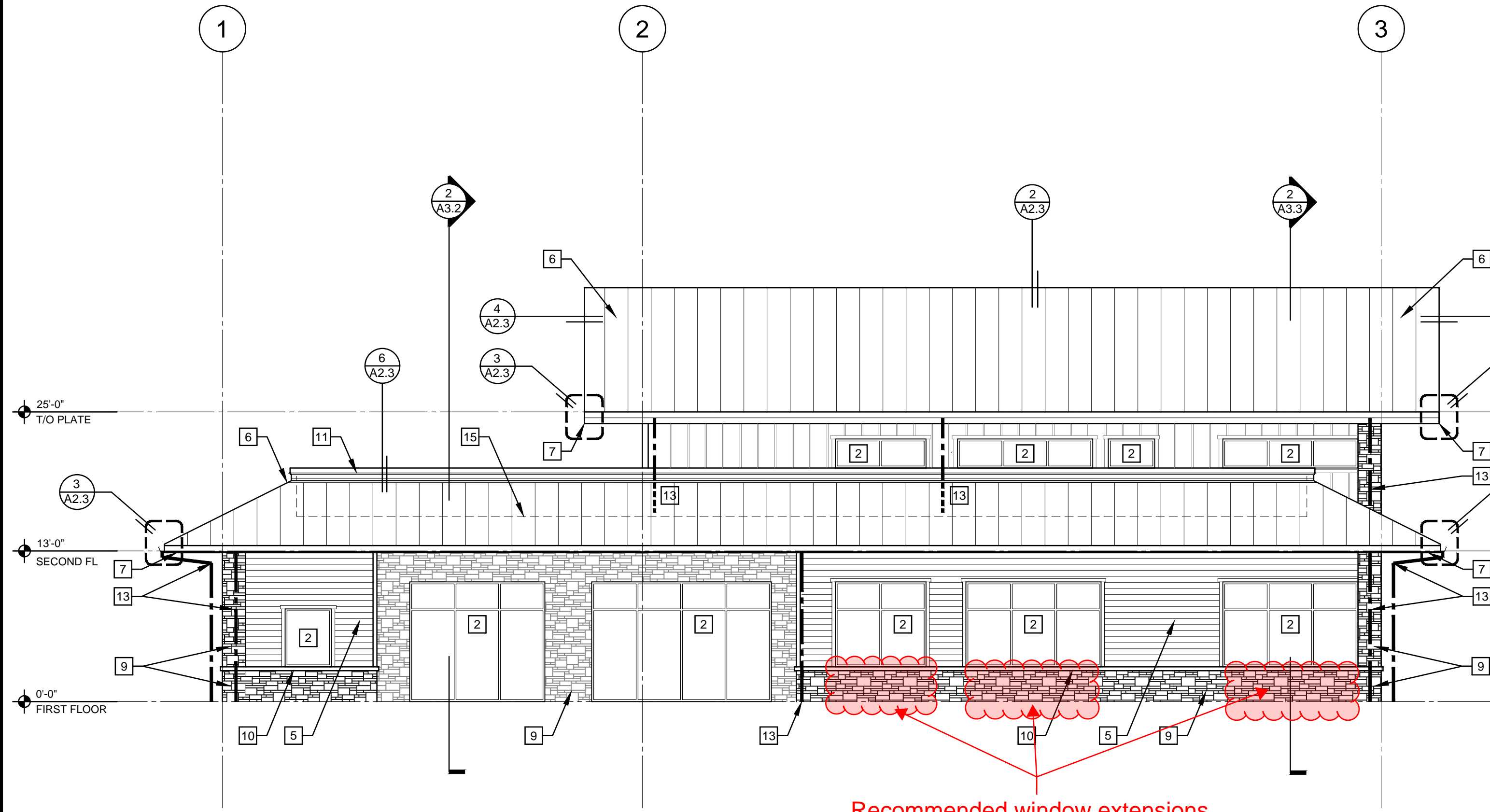
GENERAL NOTES:

1. GENERAL NOTES APPLY TO ALL DRAWINGS.
2. DIMENSIONS ARE TO EXISTING FACE OF WALL, FACE OF NEW FRAMING, AND FACE OF EXISTING CONCRETE UNLESS NOTED OTHERWISE.
3. DRAWINGS ARE DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES OR QUESTIONABLE DIMENSIONS PRIOR TO PROCEEDING WITH AREA OF QUESTIONABLE WORK.
4. IN CASE OF ANY CONFLICTS IN THE REQUIREMENTS OF THE CONTRACT DOCUMENTS, THE CONTRACTOR IS REQUIRED TO INCLUDE THE BETTER QUALITY AND LARGER QUANTITY OF THE WORK.
5. CONTRACTOR AND BIDDERS SHALL USE COMPLETE SETS OF CONTRACT DOCUMENTS; NEITHER THE OWNER NOR ARCHITECT ASSUMES RESPONSIBILITY FOR ERRORS OR MISINTERPRETATIONS RESULTING FROM THE USE OF INCOMPLETE SETS OF CONTRACT DOCUMENTS.
6. COORDINATE AND PROVIDE WOOD BACKING FOR ALL OFCI ITEMS

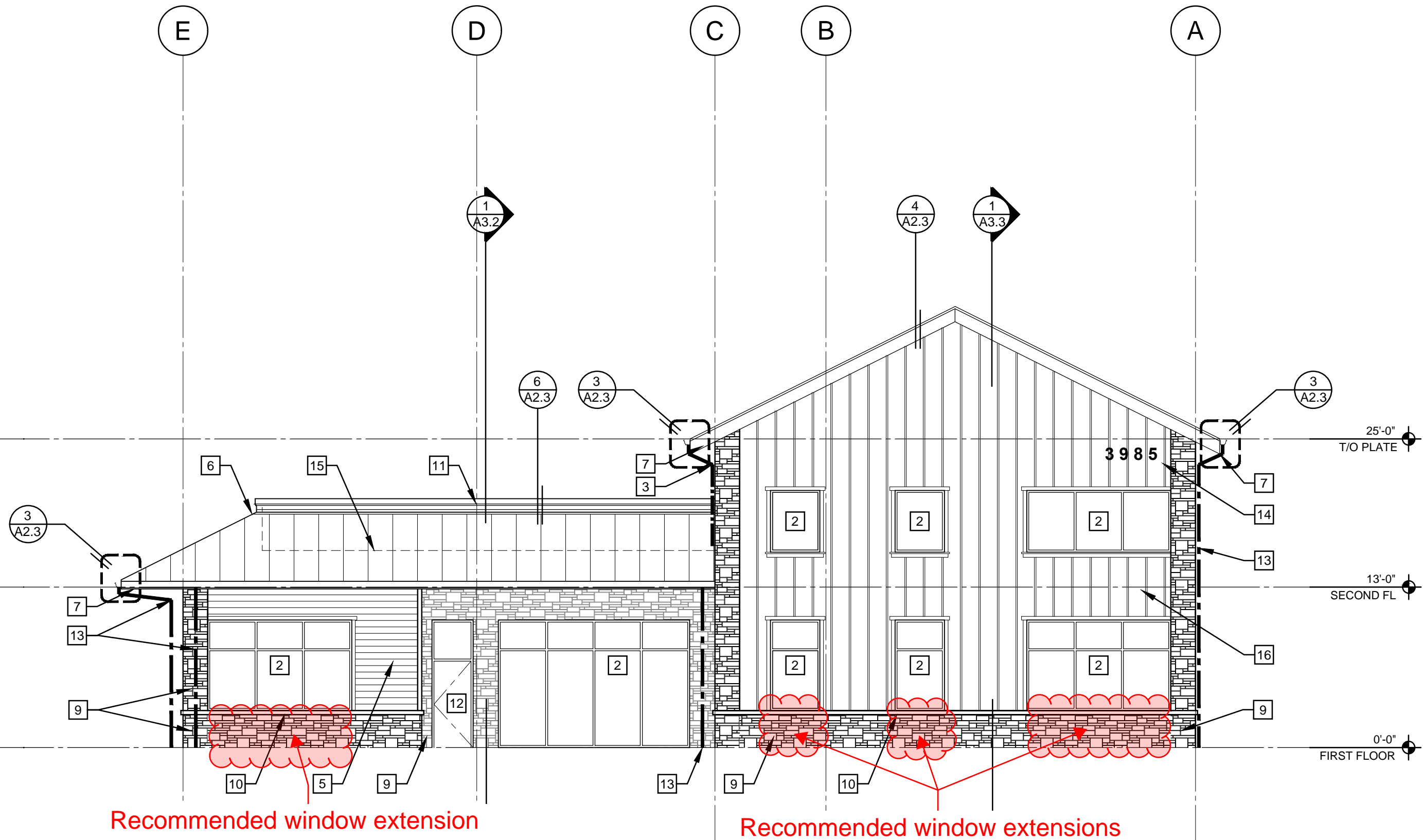


1 NORTH EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

2 WEST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



3 SOUTH EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"



4 EAST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

CONSTRUCTION DOCUMENTS

NOT FOR CONSTRUCTION

AC+CO ARCHITECTURE | COMMUNITY JAN 30, 2023

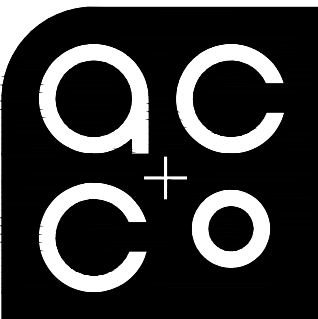
In the event conflicts are discovered between the original signed and sealed documents prepared by the Architects and/or their Consultants, and any copy of the documents transmitted by mail, fax, electronically or otherwise, the original signed and sealed documents shall govern.

JOB NO. 2022.0003

DATE JAN 30, 2023

DRAWN CJA

REVISIONS



ARCHITECTURE
COMMUNITY
1100 Liberty St SE, Suite
200
Salem, OR 97302-5385
P: 503.581.4114
www.acccoc.com

REID
SAUNDERS

3985 LINDBURG RD SE
SALEM, OREGON 97302

SHEET

A3.1

ELEVATION REFERENCE NOTES:

- 1

OFICI SIGNAGE, COORDINATE SIZE AND LOCATION WITH OWNER
- 2

WINDOW PER PLAN
- 3

STEEL CANOPY, PAINT, REFER TO STRUCTURAL
- 4

FIBER CEMENT TRIM, PAINT
- 5

HORIZONTAL FIBER CEMENT LAP SIDING, PAINT
- 6

STANDING SEAM METAL ROOF
- 7

FIBER CEMENT FASCIA, PAINT
- 8

COLUMN PER STRUCTURAL, PAINT

9

STONE VENEER, STEP WITH GRADE

10

STONE SILL

11

PRE-FINISHED PARAPET FLASHING CAP FLASHING

12

DOOR PER PLAN

13

PRE-FINISHED SHEET METAL GUTTER AND DOWNSPOUT, AT SIM CONDITION, DAYLIGHT ONTO LOWER ROOF

14

METAL BUILDING ADDRESS NUMBER, 12" HEIGHT, REFER TO SPECIFICATIONS

15

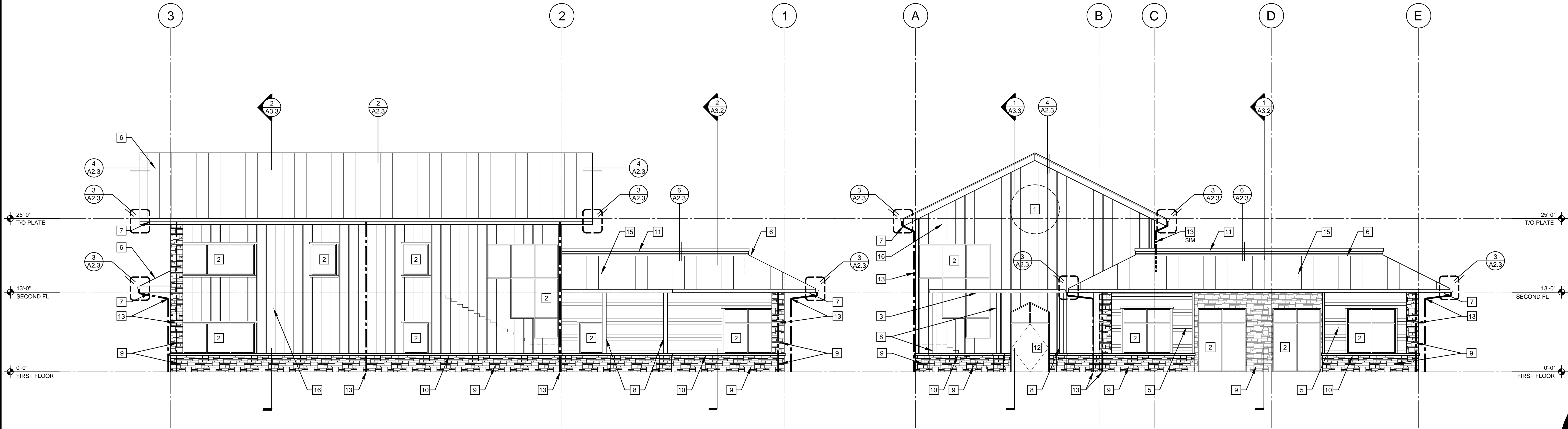
PARAPET BEYOND

16

VERTICAL BOARD AND BATTEN SIDING, PAINT

GENERAL NOTES:

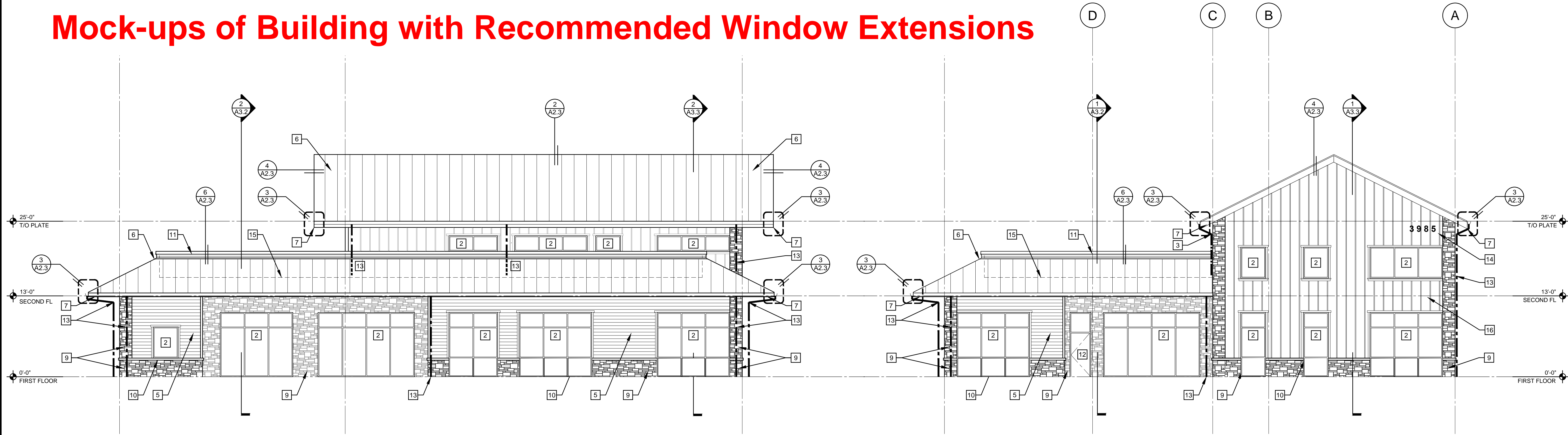
1. GENERAL NOTES APPLY TO ALL DRAWINGS.
2. DIMENSIONS ARE TO EXISTING FACE OF WALL, FACE OF NEW FRAMING, AND FACE OF EXISTING CONCRETE UNLESS NOTED OTHERWISE.
3. DRAWINGS ARE DIAGRAMMATIC ONLY AND SHOULD NOT BE SCALED. NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES OR QUESTIONABLE DIMENSIONS PRIOR TO PROCEEDING WITH AREA OF QUESTIONABLE WORK.
4. IN CASE OF ANY CONFLICTS IN THE REQUIREMENTS OF THE CONTRACT DOCUMENTS, THE CONTRACTOR IS REQUIRED TO INCLUDE THE BETTER QUALITY AND LARGER QUANTITY OF THE WORK.
5. CONTRACTOR AND BIDDERS SHALL USE COMPLETE SETS OF CONTRACT DOCUMENTS; NEITHER THE OWNER NOR ARCHITECT ASSUMES RESPONSIBILITY FOR ERRORS OR MISINTERPRETATIONS RESULTING FROM THE USE OF INCOMPLETE SETS OF CONTRACT DOCUMENTS.
6. COORDINATE AND PROVIDE WOOD BACKING FOR ALL OFCI ITEMS



1 NORTH EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

2 WEST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

Mock-ups of Building with Recommended Window Extensions



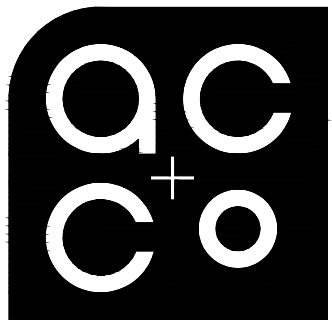
3 SOUTH EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

4 EAST EXTERIOR ELEVATION
SCALE: 1/8" = 1'-0"

CONSTRUCTION DOCUMENTS
NOT FOR CONSTRUCTION
AC+CO ARCHITECTURE | COMMUNITY
JAN 30, 2023

In the event conflicts are discovered between the original signed and sealed documents prepared by the Architects and/or their Consultants, and any copy of the documents transmitted by mail, fax, electronically or otherwise, the original signed and sealed documents shall govern.

JOB NO. 2022.0003
DATE JAN 30, 2023
DRAWN CJA
REVISIONS



ARCHITECTURE
COMMUNITY
1100 Liberty St SE, Suite
200
Salem, OR 97302-5385
P: 503.581.4114
www.acccoc.com

REID
SAUNDERS

3985 LINDBURG RD SE
SALEM, OREGON 97302

SHEET

A3.1