

Planning/Permit Application Center

City Hall

555 Liberty St. SE, Room 320

Salem OR 97301-3513

503-588-6213 planning@cityofsalem.net

If you need the following translated in Spanish, please call 503-588-6256.

Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

Project Description

Conditional Use Permit for childcare center inside existing church classrooms.

Conditional Use

Work site location and information

Street address of or location of subject property	3737 LIBERTY RD S SALEM OR 97302
Size of property (acres)	5.87
Tax Lot Number	083W04DA08100
Neighborhood Association	SouthWest Association of Neighbors (SWAN)

People information

Applicant	VIK SCHAAF	3737 LIBERTY RD S SALEM OR 97302	503-580-3288 vik@salemwestpres.org
Owner	WESTMINSTER PRESBYT	3737 LIBERTY RD S SALEM OR 97302-5625	503-364-3327
Contact	Vik Schaaf	vik@salemwestpres.org	

Project information

Site Area (Acreage)	5.87
Comprehensive Plan	No site plan developed as childcare center will be inside existing classroom and building space. Office of Childcare Licensing Specialist has done an initial inspection and measured the classroom spaces prior to submitting this application. She indicated our next step was to apply for conditional use permit.
Zoning	Conditional Use Permit
MS4 Reporting	No
Existing use structures and/or other improvements on site	Existing use structures will be utilized for proposed childcare center, replacing existing co-op preschool.
Neighborhood Association Contact	Southwest Association of Neighbors (SWAN) email contact made June 1, 2023 with land use chair and SWAN chair. Will attend SWAN June 6th meeting to explain conditional use permit application and answer any questions.
Salem-Keizer Transit Contact	Salem-Keizer Transit District contacted June 1, 2023. Salem-Keizer Transit Planner, Jolynn Franke, responded that they had no comment at the time.
Homeowners Association	N.A.

Land Use fees

Description	Amount
Conditional Use	\$6,287.00
Automation Surcharge	\$5.00
Total Fees	\$6,292.00

Terms and Conditions

Correct information: I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

Copyright release for government entities: I hereby grant permission to the City of Salem to copy, in whole or part, drawings and all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities.

Indemnity: I, the permit applicant, shall indemnify, defend and hold harmless the City of Salem, its officers, employees and agents from any and all claims arising out of or in connection with work done under this permit.

Authorizations

- Property owners and contract purchasers are required to authorize the filing of this application and must sign below. This signed form must be uploaded with other review documents.
- If the applicant and/or property owner is a Limited Liability Company (LLC), please also provide a list of all members of the LLC with your application.
- All signatures represent that they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
- I (we) hereby grant consent to the City of Salem and its officers, agents, employees, and/or independent contractors to enter the property identified above to conduct any and all inspections that are considered appropriate by the City to process this application.

This application was electronically submitted to the City of Salem Permit Application Center by **VIK SCHAAF** (PersonID: 387536) on **June 5, 2023** at **1:12 PM**.

I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property:

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I (we) certify that I (we) have read, understood, and confirm all the statements listed above and throughout the application form.

Authorized Signature: *Vik SchAAF*
Printed Name: VIK SCHAAF Date: 6/5/23
Address (include ZIP): 3737 LIBERTY RD S SALEM, OR 97302

Authorized Signature: _____
Printed Name: _____ Date: _____
Address (include ZIP): _____

Authorized Signature: _____
Printed Name: _____ Date: _____
Address (include ZIP): _____

For Office Use Only		
Received by: _____	Date: _____	Receipt Number: _____