



**Public Works Department**

555 Liberty Street SE / Room 325 • Salem OR 97301-3513 • Phone 503-588-6211 • Fax 503-588-6025

August 7, 2019

Marie Bradford-Blevins, Executive Director  
Salem Riverfront Carousel  
101 Front Street NE  
Salem OR 97301

**SUBJECT: Salem Riverfront Carousel Expansion Project**

Dear Ms. Bradford-Blevins:

Thank you for sending us the design overlay for an expansion project at the Salem Riverfront Carousel (SRC). As you know, the Salem Parks and Recreation Advisory Board (SPRAB) approved the *concept* of the proposed structural addition at its July 11, 2019, meeting. However, you will need to go back to SPRAB with more information, including design details, visual representations from various perspectives, and a summary of the impacts to the surrounding area of the park. This second presentation to SPRAB will allow its members to make an informed decision before making a recommendation for City Council.

After our initial review of the design overlay, we found a need for several pieces of additional information before staff can make a recommendation to SPRAB. Below is a list of items for you to address with additional details. Please include drawings or graphics that will provide a clear vision of the design intent for review by SPRAB and City Council. This includes showing the relationship to the surrounding park area.

**Plaza and Exterior Grounds**

In a letter to you from Robert Chandler, dated June 2, 2015, Robert addressed concerns with the overall design that are noted in the bulleted items below.

- The west-facing wall appears to draw patrons into the Carousel area rather than opening into the park as an integrated feature. Please address how the facility can be better integrated into the park without expanding further into the open turf area and provide drawings to detail your response.
- The plaza and steps between the addition and the existing building are isolated, which will become a security challenge, particularly after-hours when the park is closed. This space also seems to form an autonomous area that is cut off from the park. Please address the security challenges to this design and provide drawings as appropriate.

**Transportation and Utility  
Operations**

1410 20<sup>th</sup> Street SE / Building 2  
Salem OR 97302-1209  
Phone 503-588-6063  
Fax 503-588-6480

**Parks Operations**

1460 20<sup>th</sup> Street SE / Building 14  
Salem OR 97302-1209  
Phone 503-588-6336  
Fax 503-588-6305

**Willow Lake Water Pollution  
Control Facility**

5915 Windsor Island Road N  
Keizer OR 97303-6179  
Phone 503-588-6380  
Fax 503-588-6387

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- Please provide a detail drawing of the landscape buffer impacts and proposed new landscaping, including a site grading plan. Please show an ADA accessible route to and around the building and to the glass window viewing area. Please keep in mind limitations to expansion into the park. Riverfront Park's master plan calls for the maximum preservation of large open space.

Please provide the following, additional information for assessment of both physical and visual impacts.

- An elevation view looking east from the lawn toward the building.
- A grading plan to show the full extent of the area to be impacted.
- The placement of the Peace Mosaic as it may be proposed to the Salem Public Art Commission. The mosaic should be shown in a drawing within the context of the landscape and accessible paths along the building. (Note: Salem Public Art Commission must first approve the location of the mosaic and, if that location is in a City park, SPRAB's approval must be obtained.

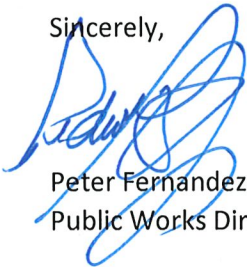
With regard to public outreach, fund-raising efforts, and construction, please provide the following:

- Letters of support.
- Outreach conducted.
- Cost estimates and estimated timeline from fundraising to construction.
- Estimated construction timeline from start to completion.

Prior to construction, the City and SRC will need to have the following agreements in place:

- An update to the existing agreement for operations and maintenance between SRC and the City that includes the new facility. This will be done through a coordinated effort between Parks Operations' staff, SRC, and the City Manager's Office.
- A new agreement to cover construction activities in the park.

Sincerely,



Peter Fernandez, PE  
Public Works Director

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cc: Kasia Quillinan, Chair Salem Parks and Recreation Advisory Board  
Gretchen Bennett, City Manager's Office  
Robert Chandler, PhD, PE, Assistant Public Works Director  
Patricia Farrell, Parks Planning and Natural Resources Manager  
Toni Whitler, Parks Planner