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503-588-6173*

DECISION OF THE PLANNING ADMINISTRATOR

CLASS 3 SITE PLAN REVIEW CASE NO.: SPR20-19

APPLICATION NO.: 20-104828-RP

NOTICE OF DECISION DATE: JUNE 26, 2020

SUMMARY: An application to reconfigure an existing off-street parking lot and construct an on-street bus and ADA parking area.

REQUEST: A Class 3 Site Plan Review application for restriping of an off-street parking area and construction of an on-street bus and ADA parking area on Cottage Street NE using alternative street standards at the Grant Community School on a 2.59 acre property located in the PE (Public and Private Educational Services) zone at 725 Market Street NE 97301 (Marion County Assessor Map and Tax Lot 073W23BC05400).

APPLICANT: Mark Shipman, Saalfeld Griggs Lawyers, on behalf of Joel Smallwood, Salem Keizer School District

LOCATION: 725 Market ST NE

CRITERIA: Salem Revised Code (SRC) Chapters 220.005(f)(3) – Class 3 Site Plan Review

FINDINGS: The findings are in the attached Decision dated June 26, 2020.

DECISION: The **Planning Administrator APPROVED** Class 3 Site Plan Review SPR20-19 subject to the following conditions of approval:

CONDITION 1: Replace all of the trees proposed for removal at a ratio of at least 1:1 with street trees within the right-of-way abutting Cottage Street NE and/or private property trees within the setback between the building and the property line abutting Cottage Street NE and adjacent to the proposed bus pullout. The replacement trees shall be at least 2 inches in diameter and of a species approved by the City for placement within planter strips along streets.

CONDITION 2: Submit a landscape and irrigation plan at the time of building permit review that demonstrates compliance with the requirements of SRC Chapter 807 for any trees to be planted on the school property to replace the removed street trees.

The rights granted by the attached decision must be exercised, or an extension granted, by July 14, 2024 or this approval shall be null and void.

NOTICE OF DECISION

PLANNING DIVISION
555 LIBERTY ST. SE, RM 305
SALEM, OREGON 97301
PHONE: 503-588-6173
FAX: 503-588-6005

CITY OF Salem
AT YOUR SERVICE

Application Deemed Complete: April 29, 2020
Notice of Decision Mailing Date: June 26, 2020
Decision Effective Date: July 14, 2020
State Mandate Date: August 27, 2020

Case Manager: Pamela Cole, pcole@cityofsalem.net, 503-540-2309

This decision is final unless written appeal from an aggrieved party is filed with the City of Salem Planning Division by 5:00 p.m., Monday, July 13, 2020. **PLEASE NOTE: Due to the COVID-19 pandemic, City of Salem Offices are closed to the public until further notice.** The notice of appeal can be submitted electronically at planning@cityofsalem.net or mailed to City of Salem Planning, Room 320, 555 Liberty Street SE, Salem OR 97301. The appeal must be received by the above date and time. The notice of appeal must contain the information required by SRC 300.1020 and must state where the decision failed to conform to the provisions of the applicable code section, SRC Chapter(s) 220. The appeal must be filed in duplicate with the City of Salem Planning Division. The appeal fee must be paid at the time of filing. If the appeal is untimely and/or lacks the proper fee, the appeal will be rejected. The Hearings Officer will review the appeal at a public hearing. After the hearing, the Hearings Officer may amend, rescind, or affirm the action, or refer the matter to staff for additional information.

The complete case file, including findings, conclusions and conditions of approval, if any, is available for review at the Planning Division office, Room 320, City Hall, 555 Liberty Street SE, during regular business hours. For access to case related documents during the closure of City Hall to the public because of the Covid-19 pandemic, please contact the Case Manager.

<http://www.cityofsalem.net/planning>

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503-588-6173*

BEFORE THE PLANNING ADMINISTRATOR OF THE CITY OF SALEM

**SITE PLAN REVIEW CASE NO. SPR20-19
DECISION**

**IN THE MATTER OF APPROVAL OF) CLASS 3 SITE PLAN REVIEW
SITE PLAN REVIEW CASE NO. 20-19)
)
725 MARKET STREET NE - 97301) JUNE 26, 2020**

In the matter of the application for a Class 3 Site Plan Review submitted by Joel Smallwood on behalf of Salem-Keizer Public Schools, represented by Mark Shipman, Saalfeld Griggs Lawyers, the Planning Administrator, having received and reviewed evidence and the application materials, makes the following findings and adopts the following order as set forth herein.

REQUEST

Summary: An application to reconfigure an existing off-street parking lot and construct an on-street bus and ADA parking area.

Description: A Class 3 Site Plan Review application for restriping of an off-street parking area and construction of an on-street bus and ADA parking area on Cottage Street NE using alternative street standards at the Grant Community School on a 2.59 acre property located in the PE (Public and Private Educational Services) zone at 725 Market Street NE 97301 (Marion County Assessor Map and Tax Lot 073W23BC05400).

A vicinity map illustrating the location of the property is attached hereto and made a part of this staff report (**Attachment A**).

DECISION

APPROVED subject to the applicable standards of the Salem Revised Code, the findings contained herein, conformance with the approved site plans, and the following conditions of approval:

Condition 1: Replace all of the trees proposed for removal at a ratio of at least 1:1 with street trees within the right-of-way abutting Cottage Street NE and/or private property trees within the setback between the building and the property line abutting Cottage Street NE and adjacent to the proposed bus pullout. The replacement trees shall be at least 2 inches in diameter and of a species approved by the City for placement within planter strips along streets.

Condition 2: Submit a landscape and irrigation plan at the time of building permit review that demonstrates compliance with the requirements of SRC Chapter 807 for any trees to be planted on the school property to replace the removed street trees.

FINDINGS

1. Class 3 Site Plan Review Applicability

Site plan review is intended to provide a unified, consistent, and efficient means to review proposed development that requires a building permit, other than single-family, duplex residential, and installation of signs, to ensure that such development meets all applicable requirements imposed by the Salem Revised Code (SRC). SRC 220.005(b)(3) requires Class 3 Site Plan Review for any development that requires a building permit, and that involves a land use decision or limited land use decision, as those terms are defined in ORS 197.015.

Class 3 Site Plan Review is required for this application pursuant to SRC 220.005(b)(3)(C) because the proposal requires deviation from clear and objective development standards of the UDC relating to streets, driveways or vision clearance areas for the use of alternative street standards to construct an on-street bus and ADA parking area.

2. Background

On February 7, 2020, a Class 3 Site Plan Review application was filed for the proposed development. On March 9, 2020, upon submittal of the required documentation of Neighborhood Contact, the application was accepted for processing. After additional information was provided, the applicant requested that staff deem the application complete for processing on April 29, 2020. The applicant's proposed site plan is included as **Attachment B** and the applicant's written statement addressing the approval criteria is included as **Attachment C**.

Summary of Record:

The following items are submitted to the record and are available upon request: All materials submitted by the applicant, including any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports; any materials and comments from public agencies, City departments, neighborhood associations, and the public; and all documents referenced in this report.

Neighborhood and Citizen Comments:

Notice of the application was sent to the Grant Neighborhood Association (Grant), and all property owners of record and tenants within 250 feet of the subject property. Grant submitted comments in opposition to the proposal (**Attachment D**), included in the summary below. Surrounding property owners and residents submitted one comment in support and five comments in opposition, with the comments and concerns summarized

below. The applicant provided a response to comments (**Attachment E**) and a timeline of communications with the neighborhood association and citizens (**Attachment F**).

Proposed Location of Bus Parking:

Testimony was received opposing the proposed location and design of the bus pullout on Cottage Street and proposing alternatives such as using the existing Market Street NE bus cut-out for at least a year, using the Winter Street NE parking lot, installing smaller concrete pads within the existing parking strip, using Winter Street as-is or with new curb cutouts facing Gaines Street, restricting car traffic with traffic cones on Cottage Street during drop-off and pick-up, using smaller district-owned vehicles such as mini-vans or SUVs.

Staff response: The City is responsible for reviewing the proposal submitted by the applicant. Staff evaluated the applicant's proposal for improvements on Cottage Street NE and found that, with conditions, it meets the criteria for approval of alternative street standards. If the District determines that alternatives to the Cottage Street NE proposal are viable, they may submit a modification of this site plan review application, a new site plan review application, or other applications as required by the City.

Concerned citizens have submitted copies of emails to the District regarding alternatives and the District's responses to those alternatives, and those documents are part of the record for this case. Staff's emails responding to questions by concerned citizens are also part of the record. The applicant's formal response to comments indicates that the District committed to the Neighborhood Association that they would internally review alternative options on Winter Street and Market Street and that they would continue to assess the feasibility of a Winter Street option, but it is in the District's best interest to continue the current site plan review process for the Cottage Street NE proposal at this time. The applicant's response indicates that the Market Street drop off is a very busy area before and after school, and the buses used for the Medically Developmental Learning Center (MDLC) may be parked for five to 10 minutes as they unload students in wheelchairs or walkers, and this would likely back up westbound traffic on Market Street. The applicant's response indicates that a curb side sidewalk is necessary for bus unloading as students will be exiting from the front of the bus and by wheelchair near the back of the bus, and smaller concrete pads would not provide this ability, and in some cases make drop off more dangerous.

Street Trees:

Testimony was received objecting to the removal of street trees and tree canopy in the area of the proposed modifications because students, staff, parents, Neighborhood Association, and neighbors have helped to establish the tree canopy that enhances the neighborhood charm, the tree canopy provides beauty, habitat, and benefits for relief of the climate crisis, and the trees provide shade to un-airconditioned classrooms

Staff Response: The applicant's response to comments indicates that the proposal includes replacing four of the trees in the green space between the proposed sidewalk and the building and that the District is committed to replacing the trees with larger caliper trees. As conditioned below, the applicant will be required to replace all of the removed trees at a minimum ratio of 1:1, the replacement trees must be planted in

either the street right-of-way or on the School property, and the replacement trees must be at least 2 inches caliper.

Traffic:

Testimony was received objecting to potential traffic impacts related to the location of the proposed bus pullout, worsening existing congestion at the Cottage and Market intersection and on other adjacent streets at the beginning and end of school days

Staff Response: No traffic study is required for the proposed scope of work or the addition of buses to serve the Medically Developmental Learning Center (MDLC) at the existing school. The applicant's response indicates that the Market Street drop off is a very busy area before and after school, and if the buses used for the Medically Developmental Learning Center (MDLC) were parked there for five to 10 minutes as they unload students in wheelchairs or walkers, this would likely back up westbound traffic on Market Street.

Parking:

Testimony was received objecting to loss of on-street public parking spaces to provide bus parking for the School's use and citing existing on-street parking availability issues such as public parking occupied by teachers and State employees, parents parking in no-parking zones, no available street parking in front of residences during school hours, and staff refusing to use parking lots offered by Salem Alliance Church

Staff Response: The existing off-street parking at the school is nonconforming with respect to the current minimum parking requirement of two spaces per classroom. Because the proposal does not increase the number of classrooms, the applicant is not required to provide additional off-street parking to remedy the deficiency. Staff could find no record that a parking arrangement between the school and Salem Alliance Church has previously been required by the City to meet off-street parking requirements, and the current proposal requires no such agreement. On-street parking is available to all members of the public, including residents, school staff, State employees, and parents. While the proposal would reduce on-street vehicle parking, it would provide bus parking to serve students, who are also members of the public. Signage may be installed to indicate that the bus parking area is available to the public during hours when it is not required for bus parking.

Pedestrian Safety:

Testimony was received regarding potential impacts on pedestrian safety including loss of buffer space between vehicles and the sidewalk and faster traffic on a widened Cottage Street increasing danger for students who cross the street

Staff Response: Staff found that the proposed improvements meet standards for pedestrian connections on private property and, with conditions, meet alternative street standards for public sidewalks.

Bus Maneuvering on Streets:

Testimony was received stating that buses on would have difficulty turning from westbound Market Street to northbound Cottage Street and from Cottage to westbound Gaines Street due to existing street improvements and on-street parking

Staff Response: No study of bus maneuvering is required for the proposed application. Public Works staff found that the proposed modifications for the bus pullout and ADA parking spaces meet applicable criteria for approval. The District is responsible for determining safe routes for their buses.

Location of Medically Developmental Learning Center (MDLC) Program:

Testimony was received objecting to the School District's choice to locate the proposed Medically Developmental Learning Center (MDLC) at Grant Community School and requesting comparative reports to show that Grant Community School would be the best location

Staff Response: The applicant's response indicates that the District chose Grant Community School as the location in order for children in the program to remain at one location for kindergarten through Grade 5, and that the district determined that the proposed transportation improvements would be part of the project to ensure students in all special programs have the same schedule and similar access to the site as a general education student might experience. An elementary school is a permitted use in the zone, and the proposed program is allowed within an elementary school. The City must review the proposal submitted by the applicant and has no jurisdiction to direct the District to locate the proposed program at another school.

Cost of Improvements:

Testimony was received objecting to the cost of the proposed curb modifications on Cottage Street NE and suggesting no- or low-cost options such as modifications to scheduling

Staff Response: The City must review the proposal submitted by the applicant and has no jurisdiction to direct the District to explore less costly alternatives.

Communication from School District:

Testimony was received stating that the School District had inadequately communicated the proposed changes to impacted parties including neighbors, families at the school, and the Grant Neighborhood Association and should have consulted these groups to determine the best solution

Staff Response: The applicant provided a summary of their communications with members of the Grant Neighborhood Association beginning in October 28, 2019 and ending in May 2020 (**Attachment F**). The District's representative attended the December 5, 2019 Grant Neighborhood Association meeting. The applicant submitted required documentation of Neighborhood Association Contact pursuant to SRC 300.310 on March 9, 2020.

Support and Suggestions for the Proposal:

Testimony was received in support of investment in local schools and acceptance of increased noise and traffic during construction. Suggestions were offered to consider pervious pavement to promote infiltration and reduce neighborhood flooding and runoff pollution during high rain and, where practical, to consider purchasing carbon credits for the work completed, and to ensure the workers on the job are paid fairly and adequately protected from hazards.

Staff response: The applicable standards for this land use decision do not require pervious pavement or address purchase of carbon credits, worker pay, or worker safety. Proposed improvements within right-of-way would be in compliance with the requirements of the Salem Revised Code and Public Works Design Standards.

City Department Comments:

The Public Works Department reviewed the proposal and provided a memo which is included as **Attachment G**.

The Building and Safety Division reviewed the proposal and indicated no site concerns.

The Fire Department has reviewed the proposal and indicated that the proposed changes do not appear to affect the existing fire department access.

Public Agency Comments:

No public agency comments were received.

3. Analysis of Class 3 Site Plan Review Approval Criteria

SRC 220.005(f)(3) states:

An application for Class 3 Site Plan Review shall be granted if:

- (1) The application meets all applicable standards of the UDC;
- (2) The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately;
- (3) Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians; and
- (4) The proposed development will be adequately served with City water, sewer, stormwater facilities, and other utilities appropriate to the nature of the development.

Criterion 1:

The application meets all applicable standards of the UDC.

Finding: The proposed development includes a reconfiguration of an existing off-street parking lot and construction of an on-street bus and ADA parking area on Cottage Street NE using alternative street standards.

Development Standards – PE (Public and Private Education Services) Zone:

SRC 542.005(a) – Uses:

Finding: The proposal includes reconfiguration of an existing off-street parking lot for Grant Community School, which is classified as a basic education use. Basic education is allowed as a permitted use in the PE zone per SRC Chapter 542, Table 542-1.

SRC 542.010(a) – Lot Standards:

There is a minimum lot area requirement of 10,000 square feet for all uses. The minimum lot width is 50 feet, minimum lot depth is 80 feet. All uses are required to have a minimum of 16 feet of street frontage.

Finding: The subject property is approximately 113,000 square feet, has a width of approximately 265 feet and depth of approximately 415 feet. The lot has frontage of approximately 415 feet on Cottage Street NE, 265 on Market Street NE, and 445 feet on Winter Street NE. The subject property is in compliance with the minimum lot standards of the PE zone.

SRC 542.010(b) – Setbacks:

North: Adjacent to the north are a PE (Public and Private Educational Services) and PA (Public Amusement) zone. Buildings and accessory structures require no minimum setback adjacent to the property line, and vehicle use areas require a minimum 5-foot vehicle use area setback adjacent to the property line.

South: Adjacent to the south is right-of-way for Market Street NE. Buildings and accessory structures less than 35 feet in height require a minimum 20-foot setback adjacent to a street or special setback line, and vehicle use areas require a minimum 6-to10-foot vehicle use area setback adjacent to a street.

East: Adjacent to the east is right-of-way for Winter Street NE. Buildings and accessory structures less than 35 feet in height require a minimum 20-foot setback adjacent to a street or special setback line, and vehicle use areas require a minimum 6- to10-foot vehicle use area setback adjacent to a street.

West: Adjacent to the east is right-of-way for Cottage Street NE. Buildings and accessory structures less than 35 feet in height require a minimum 20-foot setback adjacent to a street or special setback line, and vehicle use areas require a minimum 6- to 10-foot vehicle use area setback adjacent to a street.

Finding: The applicant has applied for an alternative street standard for Cottage Street NE, which is addressed below. The alternative street configuration can be accommodated within the existing right-of-way. No changes to the property lines are proposed or required.

The existing building and parking area are nonconforming with respect to the setbacks. The building is approximately 6.5 feet from Cottage Street NE, 17.6 feet from Market Street NE, and 10 feet from Winter Street NE. The existing parking area is 0 feet from Winter Street NE. No expansion of the building footprint or expansion of the parking and vehicle use area is proposed. The proposal does not increase the nonconformity.

SRC 542.010(c) – Lot Coverage, Height:

The maximum lot coverage requirement for buildings and structures in the PE zone is 50 percent and the maximum height allowance for all buildings and structures is 70 feet.

Finding: The applicant's summary table indicates that the existing building coverage is approximately 51,450 square feet, covering approximately 46 percent of the total site, less than the maximum lot coverage requirement. No new buildings, building additions, or increases in height for existing buildings are proposed.

SRC 542.010(d) – Landscaping:

- (1) **Setbacks.** Required setbacks shall be landscaped. Landscaping shall conform to the standards set forth in SRC Chapter 807.
- (2) **Vehicle Use Areas.** Vehicle use areas shall be landscaped as provided under SRC Chapter 806 and SRC Chapter 807.

Finding: The proposal includes no changes to existing perimeter setbacks and landscaping. Conditions of approval for the alternative street standards, below, will require trees either within the street right-of-way or on the school property to replace the street trees that will be removed. At the time of building permit review, landscape and irrigation plans shall be provided that demonstrate compliance with the requirements of SRC Chapter 807 for any trees to be planted on the school property.

SRC 542.010(e) – Outdoor Storage:

Within the PE zone, outdoor storage shall be screened from streets and adjacent properties by a minimum six-foot-high sight-obscuring fence, wall, or hedge.

Finding: No outdoor storage areas are proposed, and this standard is not applicable to the proposed development.

Pedestrian access SRC. 800.065

Compliance with the pedestrian access standards in SRC 800.065 is required for development.

Finding: The proposal includes two reconfigured pedestrian connections to Cottage Street NE that meet the standards. Existing pedestrian connections to Market Street NE and Winter Street NE meet the standards. There is not a transit route or stop abutting the property.

The proposal includes restriping within an existing parking and vehicle use area that has one drive aisle and is less than 124 feet deep. No pedestrian connection is required through the parking area.

The proposal meets applicable standards.

Off-Street Parking, Loading, and Driveways SRC 806

SRC 806.005 - Off-Street Parking; When Required.

Off-street parking shall be provided and maintained for each proposed new use or activity; any change of use or activity, when such change of use or activity results in a parking ratio requiring a greater number of spaces than the previous use or activity; or any intensification, expansion, or enlargement of a use or activity.

SRC 806.010 - Proximity of Off-Street Parking to Use or Activity Served.

Required off-street parking shall be located on the same development site as the use or activity it serves, or per 806.010(b), within public zones, required off-street parking may be located within 500 feet of the development site containing the use or activity it serves.

Finding: All off-street parking provided for the use will be located on the same development site as the schools.

SRC 806.015 - Amount of Off-Street Parking.

- a) *Minimum Required Off-Street Parking.* Basic education uses, elementary schools, require a minimum parking requirement of 2 spaces per classroom.
- b) *Compact Parking.* Up to 75 percent of the minimum off-street parking spaces required under this Chapter may be compact parking spaces.
- c) *Carpool and Vanpool Parking.* New developments with 60 or more required off-street parking spaces, and falling within the Public Services and Industrial use classifications, and the Business and Professional Services use category, shall designate a minimum of 5 percent of their total off-street parking spaces for carpool or vanpool parking.
- d) *Maximum Off-Street Parking.* Unless otherwise provided in the SRC, off-street parking shall not exceed the amounts set forth in Table 806-2.

Finding: The proposed development involves remodeling within an existing elementary school building with 19 classrooms. A minimum of 38 off-street parking spaces are required for the existing use ($19 \times 2 = 38$) under current standards. The number of existing off-street parking spaces is nonconforming with respect to the current standards. The proposal is not a new use or activity; a change of use or activity resulting in a parking ratio requiring a greater number of spaces than the previous use or activity, or an intensification, expansion, or enlargement of a use or activity. No additional off-street parking is required for this proposal.

SRC 806.035 - Off-Street Parking and Vehicle Use Area Development Standards. General Applicability. The off-street parking and vehicle use area development standards set forth in this section apply to the development of new off-street parking and vehicle use areas; expansion of existing off-street parking and vehicle use areas, where additional paved surface is added; alteration of existing off-street parking and vehicle use areas, where the existing paved surface is replaced with a new paved surface; and paving of an unpaved area.

- a) *Location.* Off-street parking and vehicle use areas shall not be located within required setbacks.
- b) *Perimeter Setbacks and Landscaping.* Perimeter setbacks shall be required for off-street parking and vehicle use areas abutting streets, abutting interior front, side, and rear property lines, and adjacent to buildings and structures.

Adjacent to Streets. Vehicle use areas require a minimum 6- to 10-foot setback from streets.

Adjacent to Side and Rear Property Lines. Vehicle use areas require a minimum 5-foot vehicle use area setback adjacent to the property line.

Adjacent to Buildings and Structures: The off-street parking or vehicle use area shall be setback from the exterior wall of the building or structure by a minimum 5-foot - wide landscape strip or by a minimum 5-foot-wide paved pedestrian walkway.

Finding: The proposal involves restriping of an existing paved surface. The existing paved parking and vehicle use area is nonconforming with respect to the minimum 6- to 10-foot setback from Winter Street NE and conforming with the setback abutting the rear property line. Parking spaces within the existing paved parking and vehicle use area will be restriped and relocated slightly to provide a minimum 5-foot-wide paved pedestrian walkway. The proposal meets applicable standards.

- c) *Interior Landscaping.* Interior landscaping shall be provided in amounts not less than those set forth in Table 806-5. No interior landscaping is required for off-street parking areas less than 5,000 square feet in size.

Finding: The existing parking and vehicle use area is nonconforming with respect to the interior landscaping requirement. Additional interior landscaping is not required.

- d) *Off-Street Parking Area Dimensions.* Off-street parking areas shall conform to the minimum dimensions set forth in Table 806-6.

Finding: The proposed changes to parking spaces conform to the minimum dimensions in Table 806-6.

- e) *Additional Off-Street Parking Development Standards 806.035(f)-(m).*

Finding: The existing off-street parking area is developed consistent with the standards for grade, surfacing, and drainage. Bumper guards or wheel barriers are

proposed for the restriped parking spaces to provide an unobstructed 5-foot-wide pedestrian walkway adjacent to the building. Striping, marking, and signage are required for the restriped area. Lighting shall comply with SRC 806.035(l). The parking area is nonconforming with the requirement for screening from a residential zone, and no additional screening is required.

Bicycle Parking

SRC 806.045 - General Applicability.

Bicycle parking shall be provided and maintained for each proposed new use or activity; any change of use or activity, when such change of use or activity results in a bicycle parking ratio requiring a greater number of spaces than the previous use or activity; or any intensification, expansion, or enlargement of a use or activity

SRC 806.050 – Proximity of Bicycle Parking to use or Activity Served.

Bicycle parking shall be located on the same development site as the use or activity it serves.

SRC 806.055 - Amount of Bicycle Parking.

Per SRC Chapter 806, Table 806-8, basic education uses require a minimum of two bicycle parking spaces per classroom.

Finding: The proposed development involves remodeling within an existing elementary school building with 19 classrooms. A minimum of 38 bicycle parking spaces are required for the existing use ($19 \times 2 = 38$) under current standards. Forty bike spaces are provided, but the racks are nonconforming with respect to the current standards. The proposal is not a new use or activity; a change of use or activity resulting in a bicycle parking ratio requiring a greater number of spaces than the previous use or activity, or an intensification, expansion, or enlargement of a use or activity. No additional bicycle parking spaces or changes to existing bicycle spaces are required for this proposal.

Off-Street Loading Areas

SRC 806.065 - General Applicability.

Off-street loading areas shall be provided and maintained for each proposed new use or activity; any change of use or activity, when such change of use or activity results in a greater number of required off-street loading spaces than the previous use or activity; and any intensification, expansion, or enlargement of a use or activity

SRC 806.070 – Proximity of Off-Street Loading Areas to use or Activity Served.

Off-street loading shall be located on the same development site as the use or activity it serves.

SRC 806.075 - Amount of Off-Street Loading.

A minimum of one off-street loading space 12 feet x 30 feet x 14 feet is required for education services uses with a gross floor area between 5,000 and 60,000 square feet in size.

Finding: No loading space is indicated on the site plan. The existing development is nonconforming with respect to the loading space requirements. The gross floor area of the building is not increasing. The proposal is not a new use or activity; a change of use or activity resulting in a greater number of required loading spaces requiring a greater number of spaces than the previous use or activity; or an intensification, expansion, or enlargement of a use or activity. No additional off-street loading spaces are required for the proposed development.

Landscaping

All required setbacks shall be landscaped with a minimum of 1 plant unit per 20 square feet of landscaped area. A minimum of 40 percent of the required number of plant units shall be a combination of mature trees, shade trees, evergreen/conifer trees, or ornamental trees. Plant materials and minimum plant unit values are defined in SRC Chapter 807, Table 807-2.

All building permit applications for development subject to landscaping requirements shall include landscape and irrigation plans meeting the requirements of SRC Chapter 807.

Finding: Conditions of approval for the alternative street standards, below, will require trees either within the street right-of-way or on the school property to replace the street trees that will be removed. At the time of building permit review, landscape and irrigation plans shall be provided that demonstrate compliance with the requirements of SRC Chapter 807 for any trees to be planted on the school property. Within the setback area between the building and property line, a minimum of 1 plant unit is required per 20 square feet of landscape area. A minimum of 40 percent of the required plant units shall be a combination of mature trees, shade trees, evergreen/conifer trees, or ornamental trees.

Natural Resources

SRC 808 - Preservation of Trees and Vegetation: The City's tree preservation ordinance, under SRC Chapter 808, provides that no person shall remove a significant tree (Oregon White Oak greater than 24 inches in diameter at breast height) (SRC 808.015) or a tree or native vegetation in a riparian corridor (SRC 808.020), unless the removal is excepted under SRC 808.030(a)(2), undertaken pursuant to a permit issued under SRC 808.030(d), undertaken pursuant to a tree conservation plan approved under SRC 808.035, or permitted by a variance granted under SRC 808.045.

Finding: No protected riparian trees or significant trees have been identified on the site plan for removal.

SRC 601- Floodplain:

Finding: Public Works staff has reviewed the Flood Insurance Study and Flood Insurance Rate Maps and has determined that no floodplain or floodway areas exist on the subject property.

SRC 809 - Wetlands: Grading and construction activities within wetlands are regulated by the Oregon Department of State Lands (DSL) and US Army Corps of Engineers. State and Federal wetland laws are also administered by the DSL and Army Corps, and potential impacts to jurisdictional wetlands are addressed through application and enforcement of appropriate mitigation measures.

Finding: According to the Salem-Keizer Local Wetland Inventory (LWI) the subject property does not contain any wetland areas or hydric soils.

SRC 810 - Landslide Hazards: A geological assessment or report is required when regulated activity is proposed in a mapped landslide hazard area.

Finding: According to the City's adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no mapped landslide hazard areas on the subject property.

Other Standards

The subject property meets all applicable standards of the following chapters of the UDC: *601 – Floodplain; 802 – Public Improvements; 804 – Driveway Approaches; 805 – Vision Clearance; 809 – Wetlands; and 810 - Landslides.*

The subject property meets all applicable standards of *Chapter 803 – Streets and Right-of-Way Improvements*, except as approved through alternative standards as addressed in Criterion 2.

Criterion 2:

The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately.

Finding: The existing street system is adequate to serve the proposed development and the development is not proposing a building addition subject to 803.040(a); therefore, no right-of-way dedication or street improvements are required.

Market Street NE is designated as a Minor Arterial street in the Salem TSP. The standard for this street classification is a 46-foot-wide improvement within a 72-foot-wide right-of-way. This street has an approximate 30- to 41-foot variable-width improvement within a 66-foot-wide right-of-way abutting the subject property.

Market Street NE is a fully developed Minor Arterial street that lacks adequate right-of-way and improvement width for its classification of street pursuant to the Salem TSP. The development is not proposing a building addition subject to SRC 803.040(a); therefore, no right-of-way or street improvements are required. The property is subject to a special setback equal to 36 feet from the centerline of Market Street NE on the development side.

Cottage Street NE is designated as a Local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way. This street has an approximate 30- to 42-foot variable-width improvement within a 66-foot-wide right-of-way abutting the subject property.

Winter Street NE is designated as a Local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way. This street has an approximate 30-foot improvement within a 75-foot-wide right-of-way abutting the subject property.

Cottage Street NE and Winter Street NE are fully developed Local streets that meet or exceed the right-of-way width and pavement width standards pursuant to the Salem TSP. The applicant has requested to widen Cottage Street NE by removing the planter strip and replacing the existing sidewalk in order to accommodate a larger bus pullout and student drop-off and pick-up area. The proposal is authorized as an Alternative Street Standard pursuant to SRC 803.065(a)(3) because "...other conditions make the construction that conforms to the standards impossible or undesirable." The applicant has stated that leaving the street as it is currently configured is undesirable because the area is needed to accommodate buses conducting drop-offs and pick-ups for additional students attending the school.

The application materials show the removal of five street trees. Street tree removal permits are required pursuant to SRC 86.050. At the time of development, street trees are required to be provided at the maximum extent feasible pursuant to SRC 86.015(e).

The proposed reconfiguration under the alternative street standards relocates a property-line sidewalk to the west so that it becomes a curblin sidewalk and will require removal of five street trees. The proposed reconfiguration will result in a narrow planting strip approximately five feet wide between the property line and relocated sidewalk. The building is set back approximately 10 feet in this area. The following condition is required to ensure successful replacement of the street trees that are to be removed:

Condition 1: Replace all of the trees proposed for removal at a ratio of at least 1:1 with street trees within the right-of-way abutting Cottage Street NE and/or private property trees within the setback between the building and the property line abutting Cottage Street NE and adjacent to the proposed bus pullout. The replacement trees shall be at least 2 inches in diameter and of a species approved by the City for placement within planter strips along streets.

Condition 2: Submit a landscape and irrigation plan at the time of building permit review that demonstrates compliance with the requirements of SRC Chapter 807 for any trees to be planted on the school property to replace the removed street trees.

Criterion 3:

Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians.

Finding: The existing driveway access onto Winter Street NE provides for safe turning movements into and out of the property. No changes to the driveway are proposed are required. The proposed changes are limited to reconfiguration and restriping of the existing parking spaces to provide a 5-foot-wide paved pedestrian walkway between the parking spaces and building.

Criterion 4:

The proposed development will be adequately served with City water, sewer, stormwater facilities, and other utilities appropriate to the nature of the development.

Finding: The Public Works Department has reviewed the applicant's preliminary plan for this site. The water, sewer, and storm infrastructure are available within surrounding streets/areas and are adequate to serve the proposed development. The applicant does not show any new connections to public infrastructure.

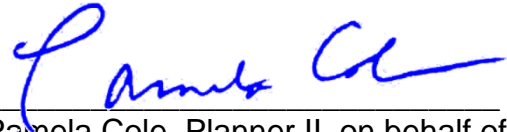
4. Based upon review of SRC Chapter 220, the applicable standards of the Salem Revised Code, the findings contained herein, and due consideration of comments received, the application complies with the requirements for an affirmative decision.

ORDER

Final approval of Class 3 Site Plan Review Case No. 20-19 is hereby **APPROVED** subject to SRC Chapters 220, the applicable standards of the Salem Revised Code, conformance with the approved site plan included as Attachment B, and the following conditions of approval:

Condition 1: Replace all of the trees proposed for removal at a ratio of at least 1:1 with street trees within the right-of-way abutting Cottage Street NE and/or private property trees within the setback between the building and the property line abutting Cottage Street NE and adjacent to the proposed bus pullout. The replacement trees shall be at least 2 inches in diameter and of a species approved by the City for placement within planter strips along streets.

Condition 2: Submit a landscape and irrigation plan at the time of building permit review that demonstrates compliance with the requirements of SRC Chapter 807 for any trees to be planted on the school property to replace the removed street trees.

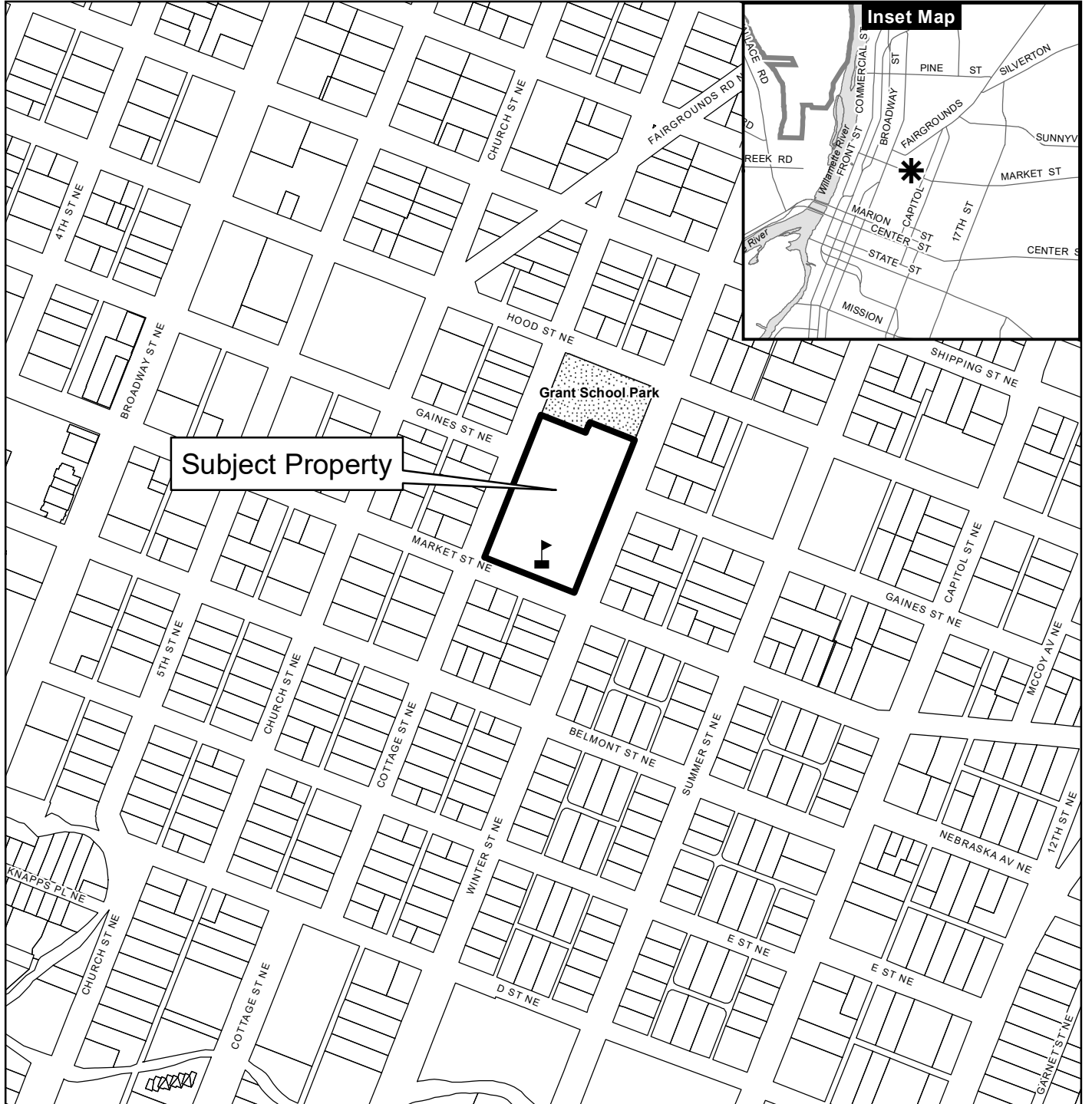


Pamela Cole, Planner II, on behalf of
Lisa Anderson-Ogilvie, AICP
Planning Administrator








- Attachments:
- A. Vicinity Map
 - B. Proposed Site Plan
 - C. Applicant's Written Statement
 - D. Grant Neighborhood Association Comments
 - E. Applicant's Response to Comments
 - F. Applicant's Timeline of Communications with Neighborhood Association and Citizens
 - G. Public Works Memo

<http://www.cityofsalem.net/planning>

Vicinity Map 725 Market St NE



Legend

-  Taxlots
-  Urban Growth Boundary
-  City Limits
-  Outside Salem City Limits
-  Historic District
-  Schools
-  Parks

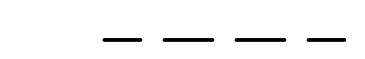
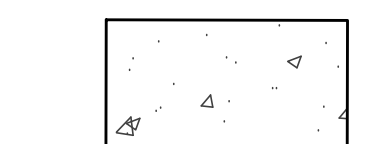
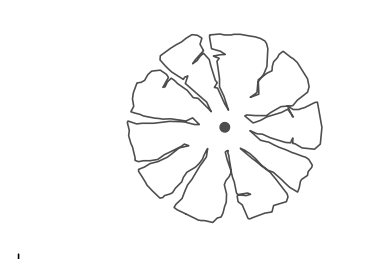



0 100 200 400 Feet



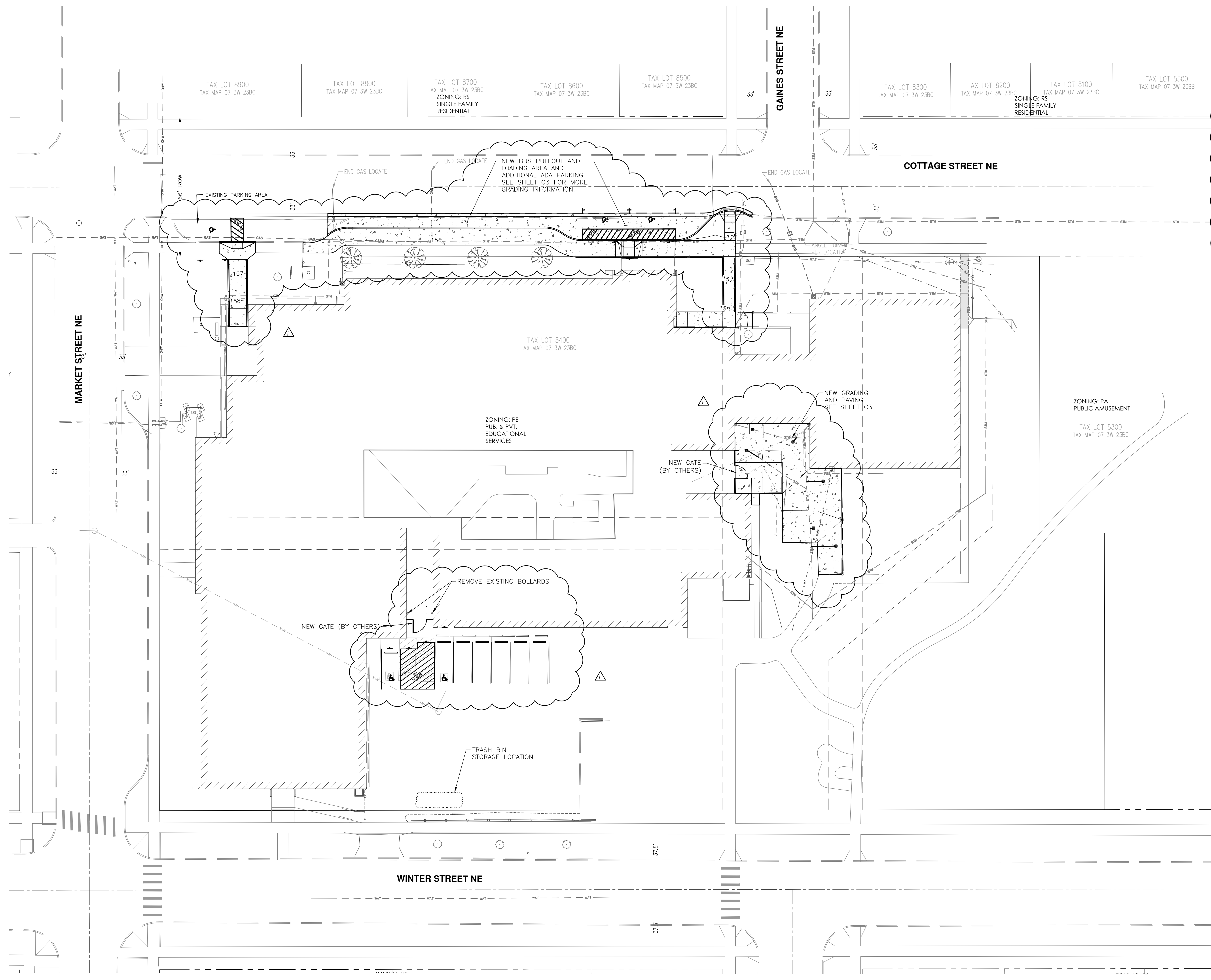
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LEGEND

-  SAWCUT LINE
-  PROPOSED NEW PAVING
-  PROPOSED STREET TREE WITH 4'X4' GRATE
-  PROPOSED NEW 22'X14' ADA PARALLEL PARKING SPACE

PUBLIC PAVEMENT REPLACEMENT

EXISTING PAVEMENT TO BE REMOVED: xx SF
 PROPOSED NEW PAVEMENT: xx SF
 INCREASE/DECREASED PAVEMENT: xx SF



ATTACHMENT B

SUMMARY TABLE

TOTAL SITE AREA: 112,291 SF (2.58 AC)
 LAND USE: PUBLIC SERVICES/EDUCATION SERVICES/BASIC EDUCATION

BUILDING HEIGHT: 27'-4"
 GROSS FLOOR AREA: 46,244 SF
 EXISTING CLASSROOMS: 19

REQUIRED OFF-STREET PARKING
 (2 STALLS X 19 CLASSROOMS): 38

EXISTING PARKING:
 STANDARD STALLS: 5
 ADA STALLS: 2 (ONE VAN ACCESSIBLE)
 TOTAL: 7

PROPOSED PARKING:
 STANDARD STALLS: 5
 ADA STALLS: 2 (ONE VAN ACCESSIBLE)
 TOTAL: 7

NOTE: BECAUSE THERE IS NO CHANGE OF USE, ADDITIONAL GROSS FLOOR AREA OR INCREASE IN NUMBER OF CLASSROOMS, THERE IS NO REQUIREMENT FROM THE CITY AT THIS TIME FOR OFF-STREET PARKING TO BE ADDED TO THE EXISTING PARKING AREA IN ORDER TO CONFORM TO MINIMUM PARKING STANDARDS.

REQUIRED BICYCLE PARKING
 (2 SPACES X 19 CLASSROOMS): 38

EXISTING PARKING: 40 (NON-CONFORMING RACKS)
 PROPOSED PARKING: NO PROPOSED CHANGES

NOTE: BECAUSE THERE IS NO CHANGE OF USE, ADDITIONAL GROSS FLOOR AREA OR INCREASE IN NUMBER OF CLASSROOMS, THERE IS NO REQUIREMENT FROM THE CITY AT THIS TIME FOR BICYCLE PARKING TO BE ADDED TO THE EXISTING BIKE PARKING AREA.

SITE COVERAGE:

EXISTING:			
TOTAL SITE:	112,291 SF	100.0%	
BUILDING ROOF:	51,450 SF	45.8%	
AC AND CONC. PAVING:	23,953 SF	21.3%	
LAWN & LANDSCAPE:	36,888 SF	32.9%	
PROPOSED:			
TOTAL SITE:	112,291 SF	100.0%	
BUILDING ROOF:	51,450 SF	45.8%	
AC & CONC. PAVING:	23,953 SF	21.4%	
LAWN & LANDSCAPE:	36,858 SF	32.8%	

ON-SITE PAVEMENT REPLACEMENT:
 EXISTING PAVEMENT TO BE REMOVED: 2,854 SF
 PROPOSED NEW PAVEMENT: 2,884 SF
 INCREASE TO TOTAL SITE PAVING: 30 SF

BBT ARCHITECTS
 1140 SW Simpson Ave., Suite 200
 Bend, Oregon 97702
 1.541.382.5635 | f.541.389.8033

REGISTERED PROFESSIONAL
ENGINEER
 DIGITALLY SIGNED
 OREGON
 NATHAN PATTERSON
 EXPIRES: DECEMBER 31, 2020

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**SALEM-KEIZER SCHOOL DISTRICT
 GRANT COMMUNITY SCHOOL
 RENOVATION**

725 MARKET ST NE
 SALEM, OR 97301

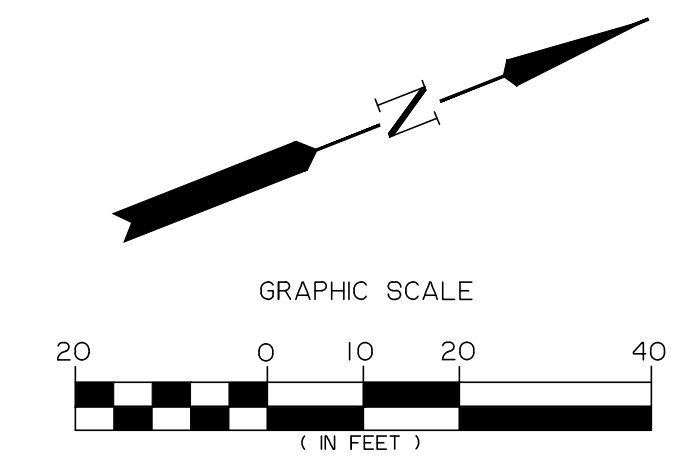
No.	Description	Date
3	ADDENDUM 03	03/30/20
1	CITY COMMENTS	04/21/20

Project Number 1920
 Date 02.21.2020

PERMIT SET

PROPOSED
 SITE PLAN

C2




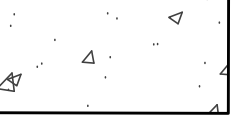


NOTES

1. CONSTRUCT VALLEY GUTTER. SEE SECTIONS A-A AND B-B ON DETAIL 5, SHEET C6.
2. CONSTRUCT STANDARD TYPE A CONCRETE CURB AND GUTTER MODIFIED WITH A REVERSE GUTTER SLOPE PER CITY STANDARD DETAIL NO. 303. SEE DETAIL 9, SHEET C6.
3. CONSTRUCT CONCRETE SIDEWALK, WIDTH PER PLAN. SEE CITY STANDARD DETAIL NO. 306. SEE DETAIL 10, SHEET 6.
4. CONSTRUCT THICKENED CONCRETE PAVING THROUGH VEHICLE TRAVEL AREAS. SEE SECTIONS A-A AND B-B ON DETAIL 5, SHEET C6.
5. NEW STREET TREE LOCATIONS ARE SHOWN SCHEMATICALLY. FINAL LOCATION PER LANDSCAPE PLANS.
6. MATCH INTO EXISTING PAVING. SEE DETAILS 1 & 2, SHEET C6.
7. PROTECT EXISTING SIDEWALK.
8. REPLACE EXISTING ADA RAMP. SEE SHEET C5 FOR GRADING.
12. REPLACE EXISTING CONCRETE RAMP WITH CONCRETE SECTION PER DETAIL 3, SHEET C6, AND INSTALL RAILING PER ARCHITECTURAL DETAILS.
13. SAWCUT LINE.
14. CONSTRUCT CONCRETE PER DETAIL 3, SHEET C6.

GENERAL CONSTRUCTION NOTES

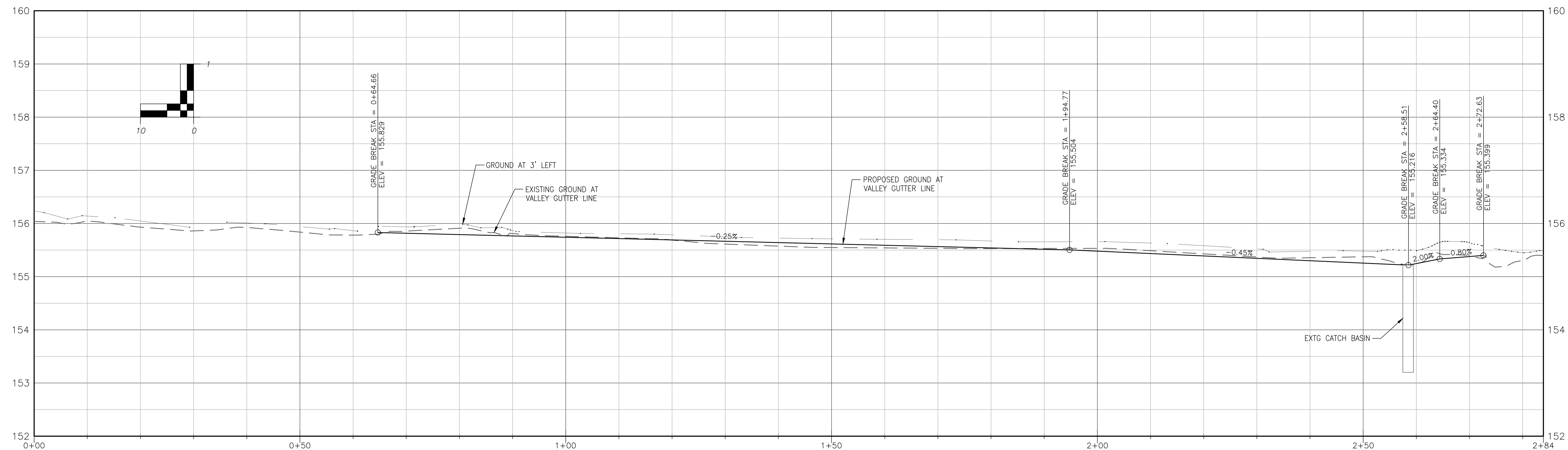
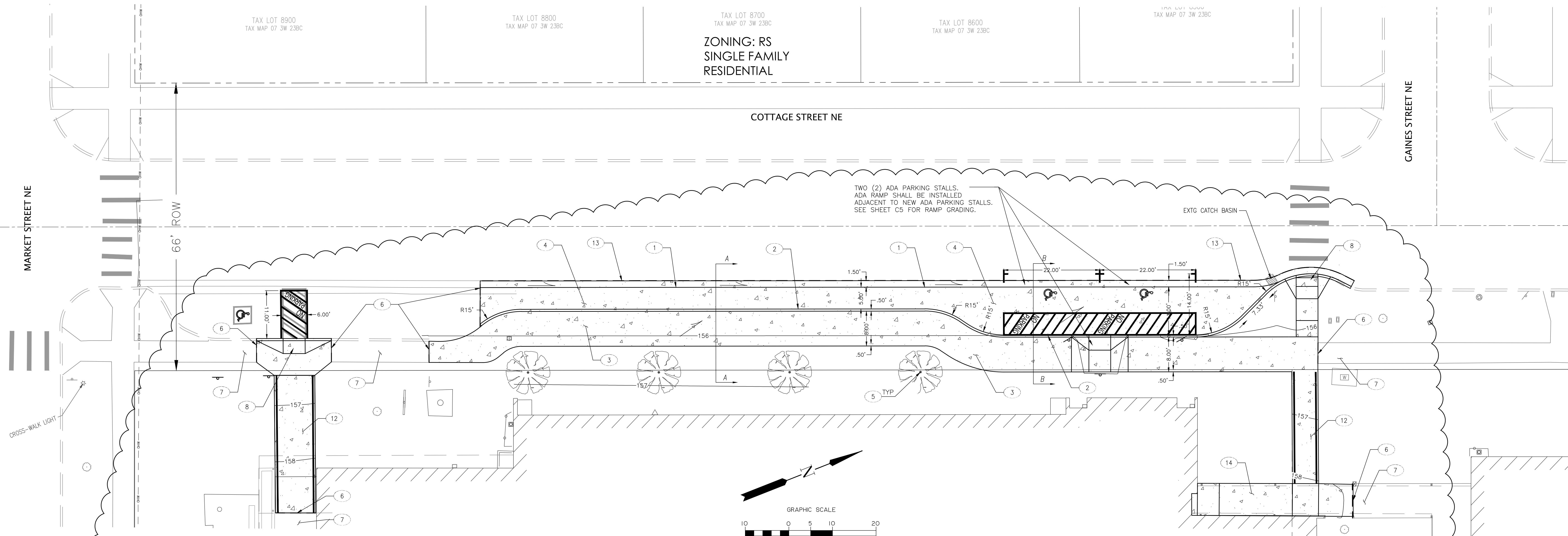
1. CONSTRUCTION OF PUBLIC IMPROVEMENTS SHALL COMPLY WITH THE CITY OF SALEM'S STANDARD SPECIFICATIONS AND DRAWINGS.
2. THE CONTRACTOR SHALL SUBMIT A TRAFFIC CONTROL PLAN AND SECURE APPROVAL OF THE PLAN FROM THE CITY AT LEAST FIVE (5) WORKING DAYS PRIOR TO STARTING WORK.
3. THE CONTRACTOR SHALL NOT PERFORM WORK WITHOUT CITY INSPECTIONS.
4. REQUESTS BY THE CONTRACTOR FOR CHANGES TO THE PLANS MUST BE APPROVED BY THE CONSULTING ENGINEER AND THE CITY BEFORE THE CHANGES ARE IMPLEMENTED.
5. ATTENTION: OREGON LAW REQUIRES THE CONTRACTOR TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. CONTRACTOR MAY OBTAIN COPIES OF THE RULES BY CALLING THE CENTER. (NOTE: THE TELEPHONE NUMBER FOR THE OREGON UTILITY NOTIFICATION CENTER IS (503) 232-1987 OR (800) 332-2344.)
6. CONSTRUCTION SITE SHALL BE MANAGED IN ACCORDANCE WITH THE APPROVED CONSTRUCTION SITE MANAGEMENT PLAN (CSMP). CONTRACTOR IS RESPONSIBLE FOR IMPLEMENTING AND MAINTAINING COMPONENTS OF THE CSMP UNTIL PROJECT FINAL ACCEPTANCE IS ISSUED.
7. LOCATIONS OF STREET LIGHTING, SIGNS, TREES, AND MARKINGS, ETC. ARE APPROXIMATE. ACTUAL LOCATIONS SHALL BE AS DIRECTED BY THE CITY INSPECTOR IN THE FIELD.

LEGEND

-  SAWCUT LINE
-  PROPOSED NEW PAVING
-  PROPOSED STREET TREE WITH 4'X4' GRATE
-  PROPOSED NEW 22'X14' ADA PARALLEL PARKING SPACE

ZONING: RS
SINGLE FAMILY
RESIDENTIAL

COTTAGE STREET NE



BBT ARCHITECTS
1140 sw Simpson Ave. - Suite 200
Bend, Oregon 97702
1.541.382.5635 | f.541.389.8033

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ENGINEER
DIGITALLY SIGNED
NATHAN PATTERSON
EXPIRES: DECEMBER 31, 2020

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**SALEM-KEIZER SCHOOL DISTRICT
GRANT COMMUNITY SCHOOL
RENOVATION**

725 MARKET ST NE
SALEM, OR 97301

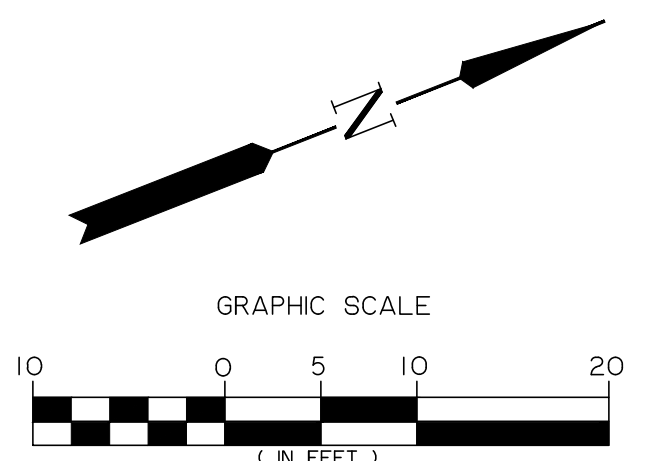
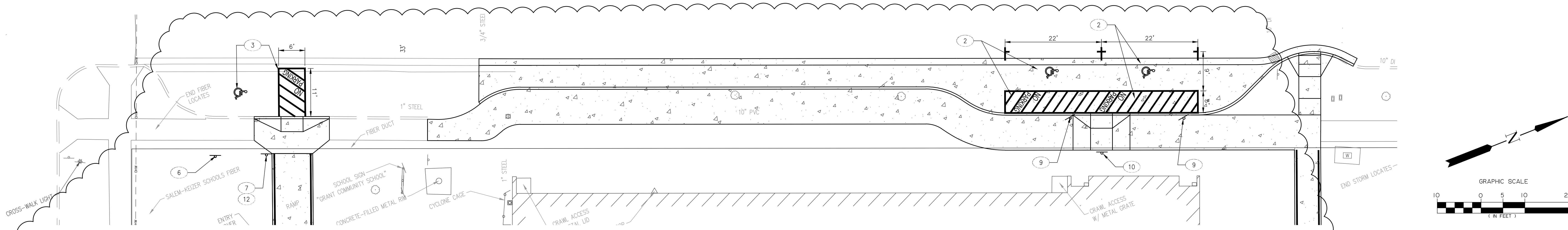
No.	Description	Date
3	ADDENDUM 03	03/30/20
1	CITY COMMENTS	4/21/20

Project Number 1920
Date 02.21.2020

PERMIT SET

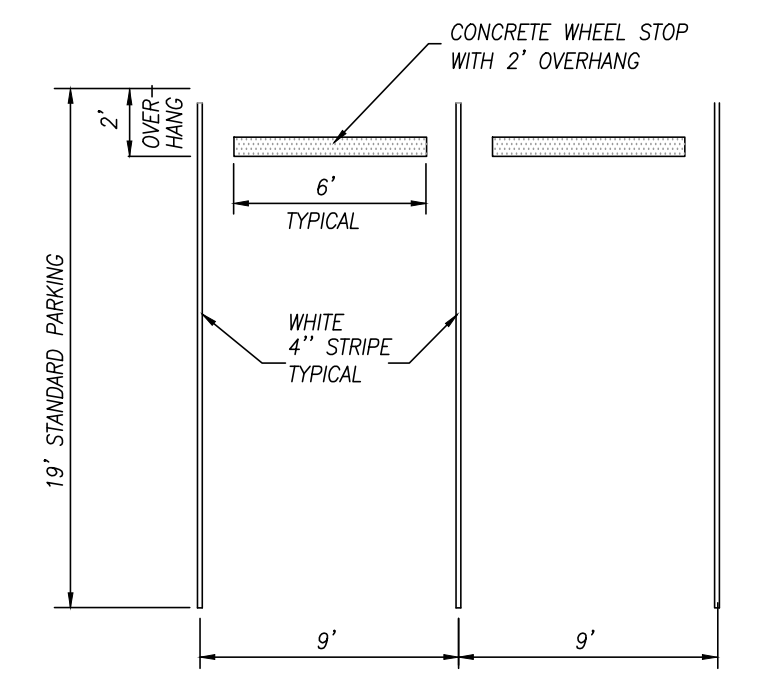
COTTAGE STREET
IMPROVEMENTS

C3

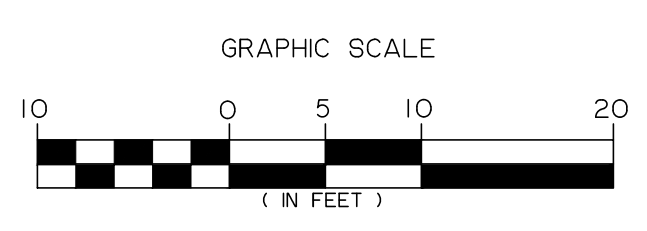


- NOTES**
- REMOVE EXISTING WHEEL STOPS. IF POSSIBLE, RELOCATE TO NEW LOCATION PER PLAN. IF NOT SALVAGEABLE, REMOVE AND INSTALL NEW WHEEL STOPS PER DETAIL 11, SHEET C6.
 - INSTALL PARALLEL ADA PARKING STALL AND ACCESS AISLE PER "AA" AND "BB" ON CITY STANDARD DETAIL NO. 322B, THIS SHEET. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018). DIMENSION AS SHOWN IN PLAN.
 - REMOVE EXISTING STRIPING AND INSTALL NEW STRIPING FOR EXISTING ADA PARKING STALL AND ACCESS AISLE. SEE "AA" ON CITY STANDARD DETAIL NO. 322B, THIS SHEET. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018). DIMENSION AS SHOWN IN PLAN.
 - INSTALL STRIPING FOR STANDARD PARKING STALL PER DETAIL THIS SHEET.
 - INSTALL STRIPING FOR STANDARD ADA PARKING STALL AND ACCESS AISLE PER DETAIL THIS SHEET. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018). DIMENSION AS SHOWN IN PLAN.
 - REPLACE EXISTING SIGN WITH R7-8 "RESERVED PARKING". ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).
 - REPLACE EXISTING SIGN WITH R7-9 "ACCESS AISLE NO PARKING" SIGN. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).
 - REMOVE EXISTING SIGN POST AND INSTALL R7-8 "RESERVED PARKING SIGN" AT THE HEAD OF NEW ADA PARKING SPACE. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).
 - INSTALL STANDARD R7-8 "RESERVED PARKING" SIGN. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).
 - INSTALL STANDARD R7-9 "ACCESS AISLE NO PARKING" SIGN. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).
 - INSTALL STANDARD R7-8P "VAN ACCESSIBLE" SIGN BLOW "RESERVED PARKING" SIGN. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).
 - INSTALL STANDARD R7-9a "ARROW" SIGN BLOW "ACCESS AISLE NO PARKING" SIGN. ADHERE TO OREGON TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).

NOTES:
 1. USE AASHTO M-248, TYPE N, ALKYD-RESIN TYPE (OR APPROVED ALTERNATE), TO A MINIMUM WET FILM THICKNESS OF 15 MILS (0.4MM).
 2. DO NOT PLACE PAINT UNTIL AFTER AC HAS COOLED TO AN AMBIENT TEMPERATURE AND AFTER SLURRY SEAL AND CRACK SEAL APPLICATIONS ARE COMPLETED AND CURED.

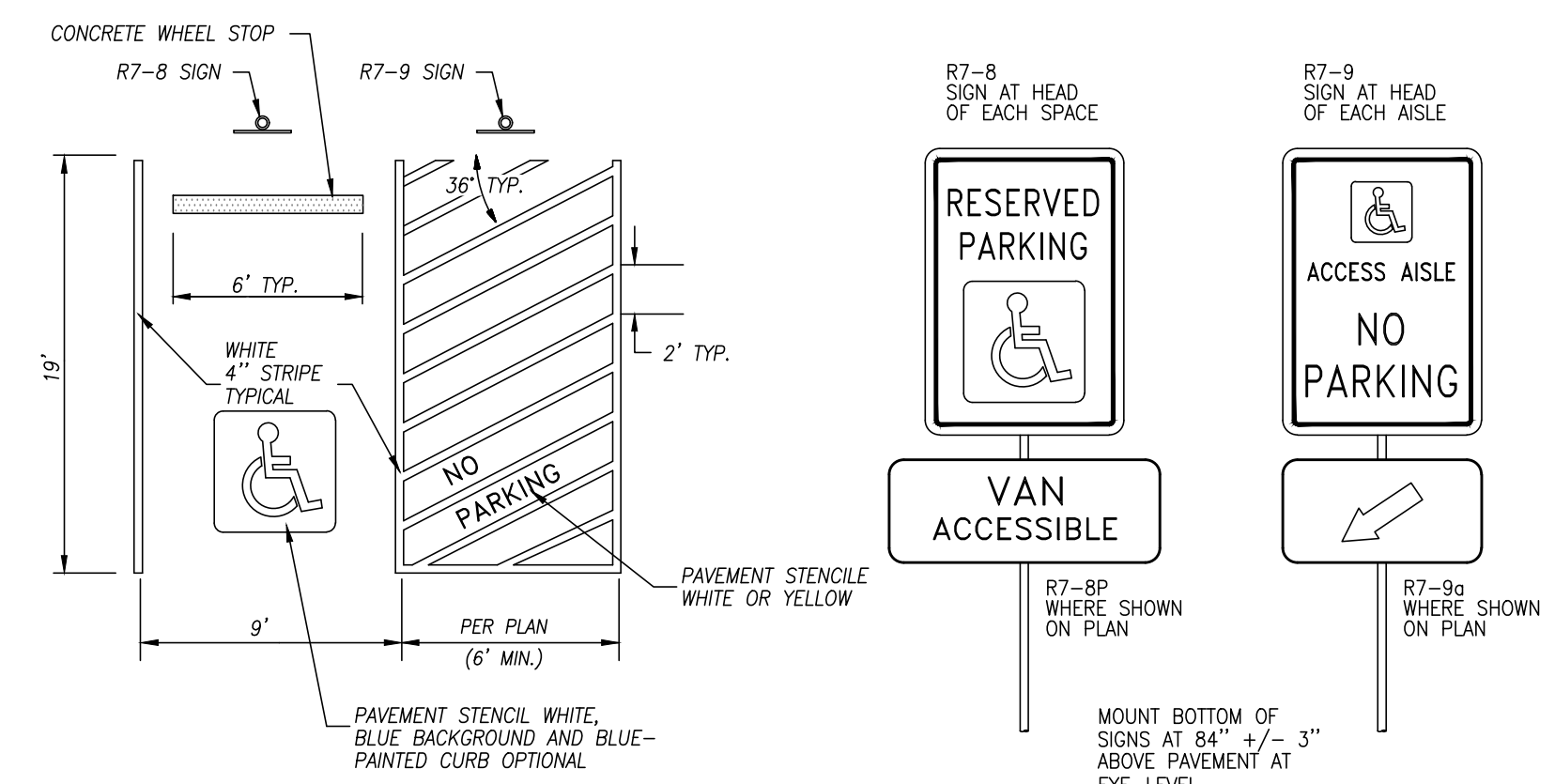
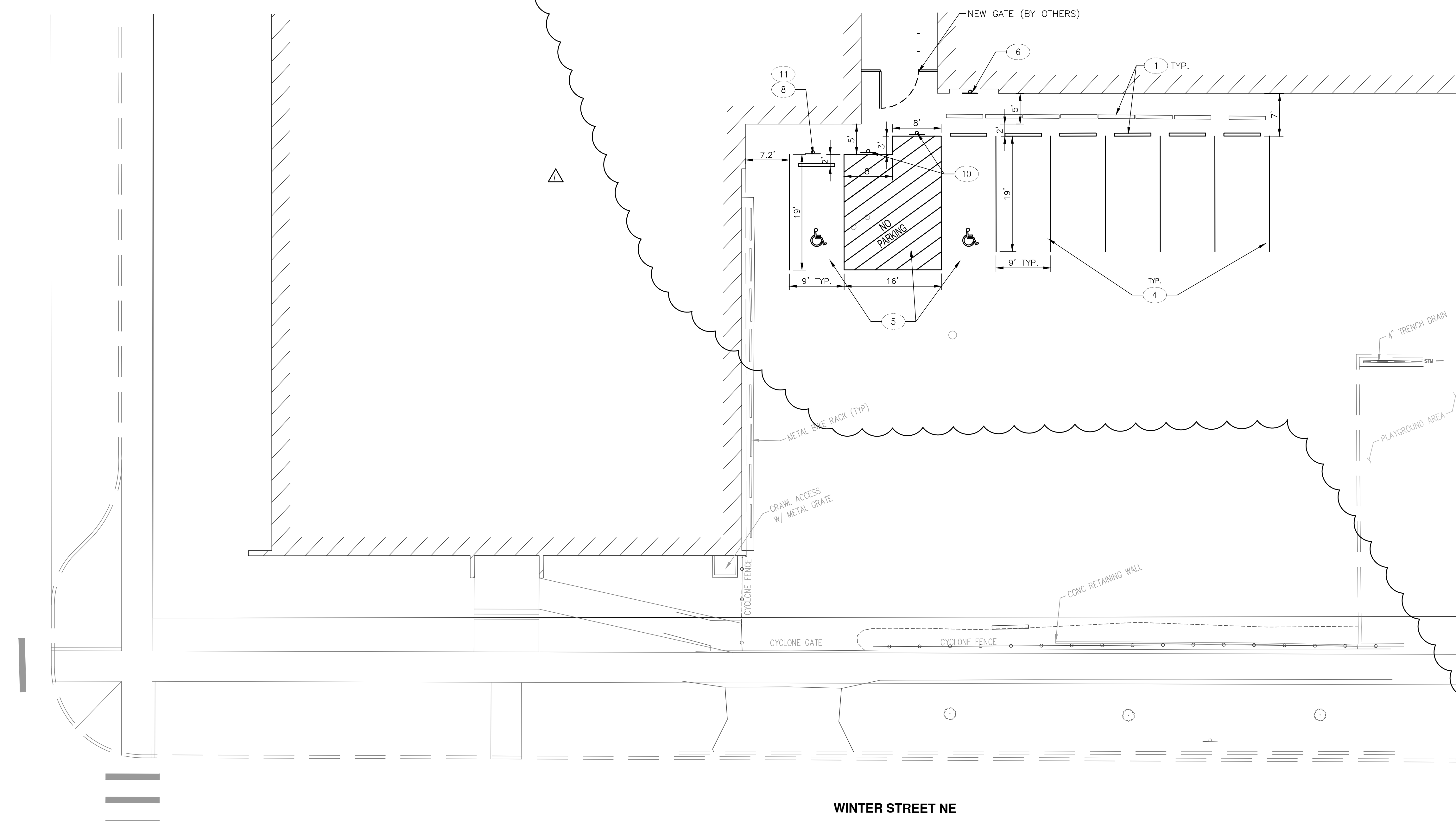


STANDARD PARKING SPACE



LEGEND
 SEE SHEET 322A FOR STANDARD NOTES AND LEGEND.

CITY OF SALEM	
DEPARTMENT OF PUBLIC WORKS	
STANDARD PLAN	
PAVEMENT MARKING DETAILS	
APPROVED: <i>[Signature]</i>	DATE: 7/13/16
DRAWN BY: DTN	7/2016
CHECKED BY: KDH	7/2016
NO.322B	



NOTES:
 1. USE AASHTO M-248, TYPE N, ALKYD-RESIN TYPE (OR APPROVED ALTERNATE), TO A MINIMUM WET FILM THICKNESS OF 15 MILS (0.4MM).
 2. DO NOT PLACE PAINT UNTIL AFTER AC HAS COOLED TO AN AMBIENT TEMPERATURE AND AFTER SLURRY SEAL AND CRACK SEAL APPLICATIONS ARE COMPLETED AND CURED.

ADHERE TO OREGON CURRENT TRANSPORTATION COMMISSION STANDARDS FOR ACCESSIBLE PARKING PLACES (AUGUST 2018).

STANDARD ACCESSIBLE PARKING SPACE

**SALEM-KEIZER SCHOOL DISTRICT
 GRANT COMMUNITY SCHOOL
 RENOVATION**

725 MARKET ST NE
 SALEM, OR 97301

No.	Description	Date
3	ADDENDUM 03	03/30/20
1	CITY COMMENTS	4/21/20

Project Number 1920
 Date 02.21.2020

PERMIT SET

SIGNING & STRIPING PLAN

C4

PLANTING SCHEDULE:

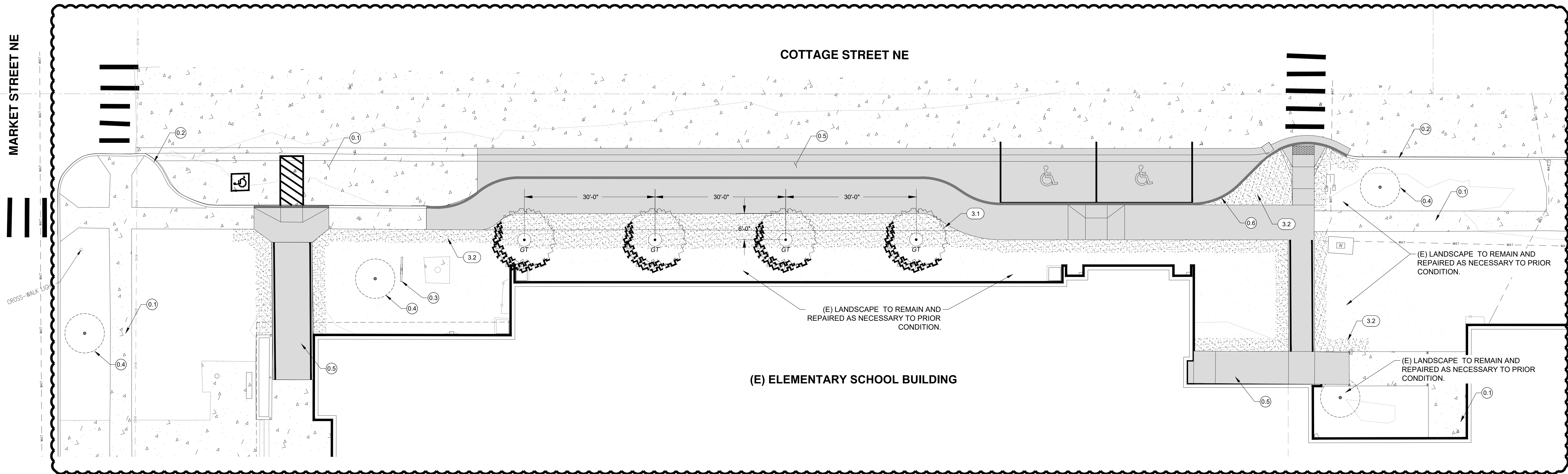
SYM.	QTY	ABRV.	COMMON NAME	BOTANICAL NAME	SIZE	SPACING	NOTES
TREES							
			EXISTING TREE			AS SHOWN	
GT			GLEDTISIA TRIACANTHOS SUNBURST	SUNBURST HONEY LOCUST	2.5" CAL.	AS SHOWN	
SEED MIXES							

LAWN
LAWN (SEED) "CASCADE SHADE TURF MIX" TO BE SUPPLIED BY "SILVER FALLS SEED CO.", OR AS APPROVED BY LANDSCAPE ARCHITECT.
(APPLY SEED AT A RATE OF: 175 LBS / ACRE)

- NOTE:**
- ALL SEEDING SHALL COMPLETED IN THE FALL (SEPTEMBER - OCTOBER). COORDINATE EXACT DATE OF INSTALLATION WITH THE DISTRICT.
 - ALL AREAS TO BE SEEDED SHALL BE PREPARED WITH A HERBICIDE PRIOR TO INSTALLING. SEE SPECIFICATIONS 32 9100.
 - ALL SEEDED AREAS SHALL BE APPLIED WITH HYDROMULCH AND TACKIFIER PER SPECIFICATIONS 32 9200.

PLANTING NOTES:

- REFER TO CIVIL ENGINEER'S UTILITY AND PRECISE GRADING PLANS FOR UTILITY LOCATIONS, AND FINAL GRADING. IF ACTUAL SITE CONDITIONS VARY FROM WHAT IS SHOWN ON THE LANDSCAPE ARCHITECT'S PLANS, THE CONTRACTOR SHALL CONTACT THE OWNER'S AUTHORIZED REPRESENTATIVE FOR DIRECTION AS TO HOW TO PROCEED.
- VERIFY LOCATIONS OF ALL PERTINENT SITE IMPROVEMENTS INSTALLED UNDER OTHER SECTIONS. IF ANY PART OF THIS PLAN CANNOT BE FOLLOWED DUE TO SITE CONDITIONS, CONTACT THE OWNER'S AUTHORIZED REPRESENTATIVE FOR INSTRUCTION PRIOR TO COMMENCING WORK.
- EXACT LOCATIONS OF PLANT MATERIALS SHALL BE REVIEWED BY THE OWNER'S AUTHORIZED REPRESENTATIVE IN THE FIELD PRIOR TO INSTALLATION. OWNER'S AUTHORIZED REPRESENTATIVE RESERVES THE RIGHT TO ADJUST PLANTS TO EXACT LOCATION IN FIELD.
- CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL PLANT COUNTS AND SQUARE FOOTAGES. QUANTITIES ON PLANS TAKE PRECEDENCE OVER WRITTEN QUANTITIES.
- PROVIDE MATCHING FORMS AND SIZES FOR ALL PLANT MATERIAL WITHIN EACH SPECIES AND SIZE DESIGNATED ON THE DRAWINGS. PLANT MATERIAL SIZES SHALL COMPLY WITH AMERICAN STANDARDS FOR NURSERY STOCK.
- ALL PLANTS SHALL BE GROWN FOR THIS REGION OR SHALL BE ADEQUATELY CLIMATIZED.
- ALL AREAS WITHIN THE INDICATED 'PLANTING LIMITS OF WORK' (NOT REQUIRED FOR BUNCH GRASS SEEDED AREAS) SHALL BE AMENDED WITH TOPSOIL PER SPECIFICATIONS. PRIOR TO PLANTING, ALL PLANTING AREAS SHALL BE FINE GRADED AND RECEIVE SOIL PREPARATION.
- SCRAPE AND STOCKPILE TOPSOIL AFTER CLEARING AND GRUBBING.
- ALL NEW PLANTING BEDS (NOT REQUIRED FOR NATIVE / BUNCH GRASS SEEDED AREAS) SHALL RECEIVE 2" DEPTH SOIL CONDITIONER (COMPOST).
- TREES SHALL BEAR SAME RELATION TO FINISH GRADE AS AT PLACE OF GROWTH.
- DO NOT MAKE SUBSTITUTIONS. IF SPECIFIED LANDSCAPE MATERIAL IS NOT OBTAINABLE, SUBMIT PROOF OF NON-AVAILABILITY FROM AT LEAST FIVE (5) SOURCES TO THE LANDSCAPE ARCHITECT, TOGETHER WITH PROPOSAL OF EQUIVALENT MATERIAL FOR FINAL APPROVAL.
- APPLY A PRE-EMERGENT HERBICIDE TO ALL PLANTING AREAS ONCE PRIOR TO INSTALLATION OF MULCH AND ONCE AFTER. NO PRE-EMERGENT SHALL BE USED IN SEEDED AREAS.
- PLANT ALL TREES A MINIMUM OF 5' FROM ANY ROOF DRAIN LINES. THE LANDSCAPE CONTRACTOR MUST VERIFY THE LOCATION OF ALL DRAIN LINES PRIOR TO COMMENCING WORK.
- THE INSTALLING CONTRACTOR WILL MAINTAIN/WARRANTEE PLANTING FOR ONE (1) YEAR STARTING FROM THE DATE OF PROJECT FINAL ACCEPTANCE. FOLLOWING THIS ONE YEAR PERIOD, ALL LANDSCAPE AND IRRIGATION WILL BE MAINTAINED BY THE OWNER.
- THERE SHALL BE NO FENCE, WALL, VEHICULAR PARKING, LANDSCAPING, BUILDING, STRUCTURE, OR ANY OTHER OBSTRUCTION TO VISION OTHER THAN A STREET SIGN POST, POLE (E.G. POWER, SIGNAL, OR LUMINAIRE POLE) OR TREE TRUNK (CLEAR OF BRANCHES AND FOLIAGE) WITHIN THE CLEAR VISION AREA BETWEEN THE HEIGHT OF TWO (2) FEET AND EIGHT (8) FEET ABOVE THE LEVEL OF THE CURB. IN CUT SECTIONS, EMBANKMENTS SHALL BE GRADED TO COMPLY WITH THESE REQUIREMENTS. (CITY OF SALEM STANDARD)
- ALL PLANTING TO BE COMPLETED WHEN THE GROUND IS NOT FROZEN AND SOILS ARE PLIABLE BETWEEN THE MONTHS OF MARCH THROUGH SEPTEMBER.



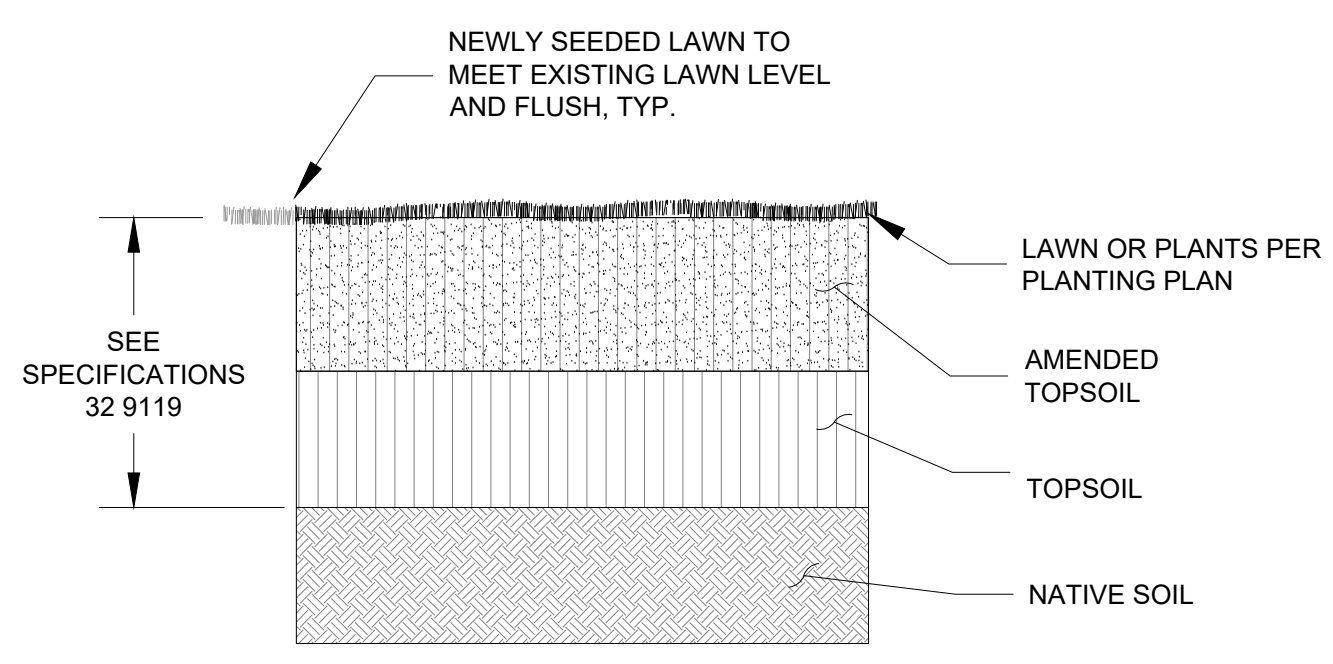
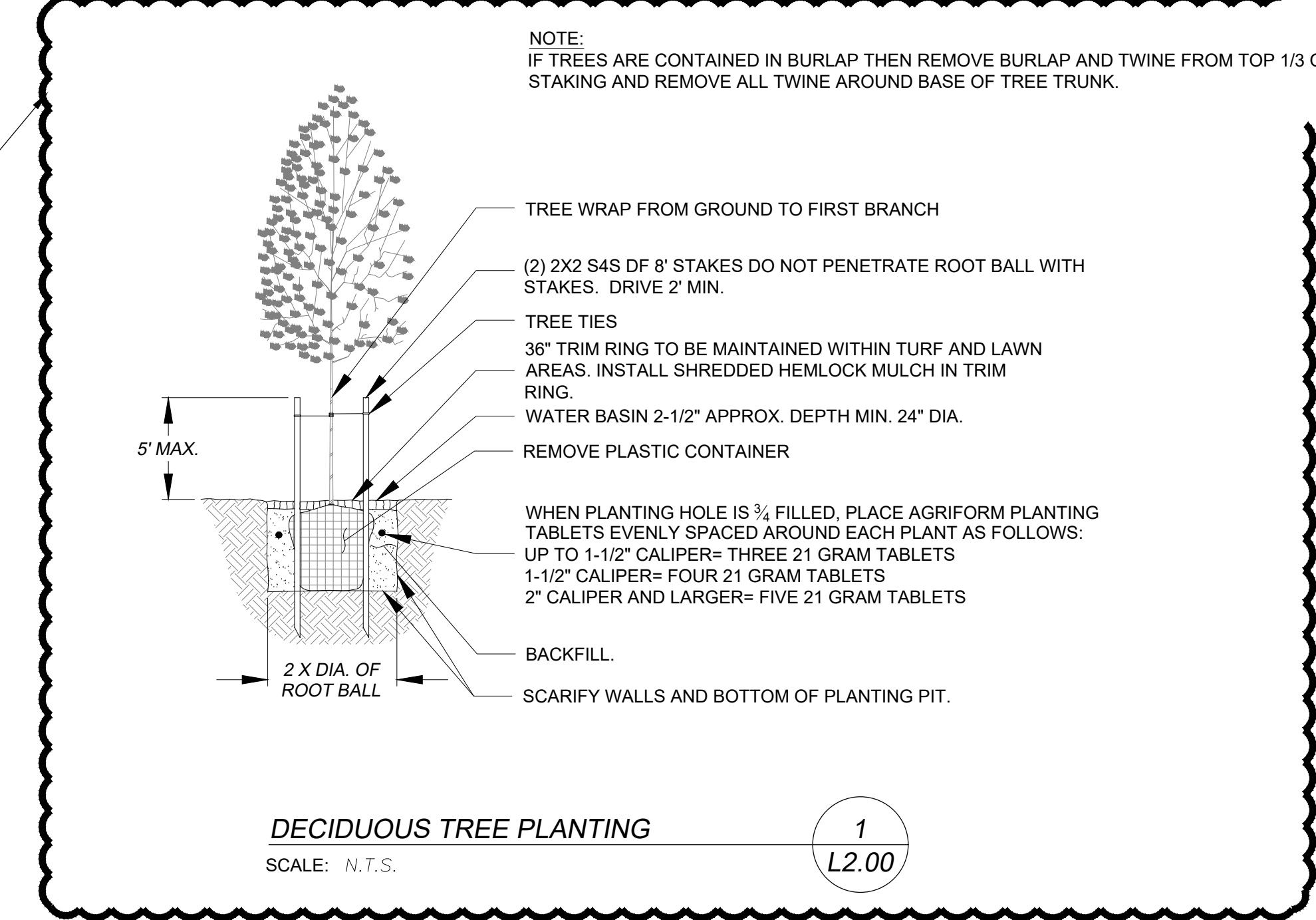
SITE DETAIL KEYNOTES:

0.0 EXISTING CONDITIONS/ WORK BY OTHERS

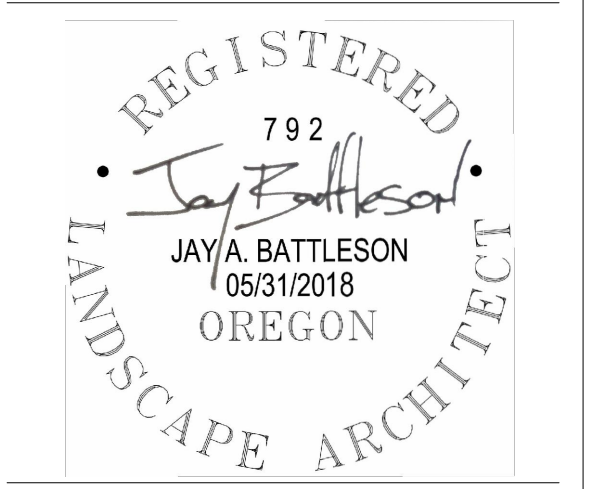
CALL OUT #	DETAIL/SHEET	NOTES
0.1	REF. SURVEY	(E) CONCRETE PAVING
0.2	REF. SURVEY	(E) CURB
0.3	REF. SURVEY	(E) SCHOOL MONUMENT SIGN
0.4	REF. SURVEY	(E) TREE TO REMAIN
0.5	REF. CIVIL	PROPOSED CONCRETE PAVING
0.6	REF. CIVIL	PROPOSED CURB

3.0 SITE ELEMENTS

CALL OUT #	DETAIL/SHEET	NOTES
3.1	1A/2.00	PROPOSED DECIDUOUS TREE
3.2	2/L2.00	PROPOSED LAWN



NOTE:
SOIL AMENDMENT SHALL BE A MIN. 2" DEPTH OF COMPOST TILLED INTO THE TOP 6" OF EXISTING TOPSOIL.



**SALEM-KEIZER SCHOOL DISTRICT
GRANT COMMUNITY SCHOOL
RENOVATION**

725 MARKET ST NE
SALEM, OR 97301

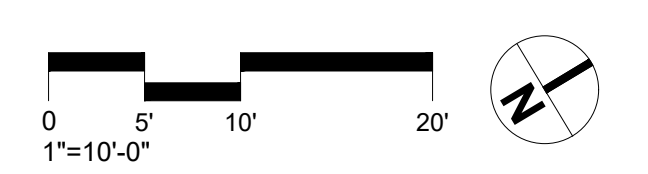
No.	Description	Date
1	City Comments #1	4/22/20

Project Number 1920
Date 02.21.2020

PERMIT SET

LANDSCAPE PLAN

L1.00



**SALEM-KEIZER SCHOOL DISTRICT 24J
GRANT COMMUNITY SCHOOL
CLASS 3 SITE PLAN REVIEW
WRITTEN STATEMENT**

OWNER/APPLICANT:

Salem-Keizer School District 24J
3630 State Street
Salem, Oregon 97301

APPLICANT’S REPRESENTATIVE:

Mark Shipman, Attorney
Saalfeld Griggs PC
Park Place, Suite 200
250 Church Street SE
Salem, OR 97301
Phone: 503-399-1070
Email: mshipman@sglaw.com



SUBJECT PROPERTY INFORMATION:

The Subject Property is located at 725 Market Street NE in Salem, Oregon, and is designated by the Marion County Assessor as County Tax Map 073W23BC Tax Lot 5400 (the “**Subject Property**”) as depicted on the attached **Exhibit A**. The Subject Property is developed as Grant Community School. The City of Salem (herein the “**City**”) Comprehensive Plan Map designates the Subject Property as “Community Service Education” (SCS) and is zoned “Public/Private Education” (PE). (See Current Zoning Map, **Exhibit B**). The Subject Property is located within the City limits and the City’s Urban Service Area.

The surrounding Properties have the following zoning designations:

DIRECTION	ZONING	DESIGNATION	USE
North	PA	Parks-Open Space- Outdoor Recreation	Grant School Park
South	RS	Single Family Residential	Single Family Residential
East	RS	Single Family Residential	Single Family Residential
West	RS	Single Family Residential	Single Family Residential

The Applicant's representatives met with City Staff on January 6, 2020 to discuss the proposed development of the Subject Property.

The Subject Property is located within the Grant Neighborhood Association ("**Grant NA**"). Applicant contacted Grant NA's Chair and Land Use Chair on February 25, 2020, to provide notice and solicit comments in compliance with SRC 300.310. Applicant has submitted copies of these emails as part of this Application (as defined below). An open house is not required for this Application.

Access to the Subject Property is provided by Cottage Street NE and Winter Street NE which are Local Streets, under the City's Functional Street Classification Map ("**SCM**"). Applicant contacted Salem Cherriots on February 21, 2020, and provided a copy of the proposed site plan. Applicant has submitted this email as part of this Application.

BACKGROUND INFORMATION:

Prior to filing this Application, Applicant filed for a pre-application conference to discuss the anticipated applications needed for the renovation of the Subject Property as a part of the 2018 school bond. The Pre-Application Conference request was granted and a meeting with the Applicant, Applicant's representatives and City of Salem Staff was held on January 6, 2020.

SUMMARY OF PROPOSAL:

Applicant is the owner of the Subject Property and proposes renovating the existing school facility with converted classrooms for DLC students, seismic, HVAC, and plumbing upgrades. In addition, the Applicant proposes to add an expanded bus loading area on Cottage Street NE and to re-construct the existing ADA ramp in the front entrance of the school facility (the "**Proposed Development**"). Under 220.005 of the SRC, Applicant is required to obtain Site Plan Review approval (the "**Application**"). The Applicant is not adding new classrooms to the existing school facility. The Applicant is not needing or requesting any adjustments with this Application. However, the Applicant is requesting an exception to the right of way and pavement widths for Cottage Street NE and Market Street NE, along with approval for an alternative street standard (widening) for Cottage Street NE for the proposed bus parking area.

EXISTING SITE CONDITIONS:

The Subject Property has approximately 414.87 feet of frontage along Cottage Street NE, and approximately 260.99 feet on frontage along Market Street NE, and approximately 445.73 feet on frontage along Winter Street NE. An existing conditions site plan has been submitted as part of this Application. The Subject Property is developed with the elementary school facility, the site is generally level and is fully served by public services.

SITE PLAN:

A proposed site plan (the "**Site Plan**") has been submitted as part of this Application.

APPLICABLE DETAIL PLANS:

Detailed plans are prepared as policy guides to the Salem Area Comprehensive Plan ("**SACP**") and are specific plans for a particular geographic area of the City, or for the provision or performance of some

particular service or function. The Grant NA has a Neighborhood Plan with identified goals and policies that was adopted by the City on June 13, 1983 ("**Grant Neighborhood Plan**"). The Grant Neighborhood Plan acts as a guiding document for the Grant NA's recommendations regarding the Proposed Development within the Grant NA's boundaries. The Grant Neighborhood Plan designates the Subject Property for School use. The Applicant's request is in compliance with the general policies and goals of the Grant Neighborhood Plan.

HOMEOWNERS ASSOCIATION INFORMATION:

The Subject Property is not subject to an active home owner's association (HOA). This Application does not require notice or approval from an HOA pursuant to SRC300.210(a)(10).

SALEM TRANSPORTATION SYSTEM PLAN (STSP):

The STSP uses a Street Classification System to determine the functional classification of each street within the City's street system. Access to the Subject Property is provided via Cottage Street NE and Winter Street NE, which are classified as Local Streets under the SCM. The Subject Property also has frontage along Market Street NE, which is classified as a Minor Arterial under the SCM.

FINDINGS APPLYING TO THE APPLICABLE SALEM REVISED CODE CRITERIA FOR A CLASS 3 SITE PLAN REVIEW

Under Section 220.005(a) of the SRC, Applicant is required to obtain a Class 3 Site Plan Review for the Proposed Development. The criteria for Class 3 Site Plan Review is set out in the SRC in Chapter 220. The applicable provisions are set out in bold below with Applicant's proposed findings following in plain type.

Sec. 220.005. - Site plan review.

(f) Criteria.

(3) Class 3 site plan review. An application for Class 3 site plan review shall be granted if:

(A) The application meets all applicable standards of the UDC;

PE Zone (SRC Chapter 542)

(a) Lot Standards (SRC 542.010(a)):

Lots within the PE zone shall conform to the standards set forth in Table 542-2.

The minimum lot area for all uses in the PE zone is 10,000 square feet. The minimum lot width is 50 feet, minimum lot depth is 80 feet and the minimum street frontage requirement is 16 feet.

Proposed Finding: The existing lot complies with the minimum lot standards of the PE zone and no change to the lot size or dimensions is proposed. The application meets this standard.

(b) Setbacks (SRC 542.010(b)):

Setbacks within the PE zone shall be provided as set forth in Table 542-3.

Abutting Street

West: The Subject Property is adjacent to Cottage Street NE to the west. There is a minimum 20-foot setback required adjacent to a street applicable for buildings not more than 35 feet in height.

South: The Subject Property is adjacent to Market Street NE to the south. There is a minimum 20-foot setback required adjacent to a street applicable for buildings not more than 35 feet in height.

East: The Subject Property is adjacent to Winter Street NE to the east. There is a minimum 20-foot setback required adjacent to a street applicable for buildings not more than 35 feet in height.

Proposed Finding: There is approximately 10-foot setback to Cottage Street NE, approximate 17-foot setback to Market Street NE, and approximate 10-foot setback to Winter Street NE. While the current setbacks are non-conforming, there are no proposed additions to the existing facility. Therefore, the standards are considered satisfied.

Interior Front, Side and Rear

West: The Subject Property abuts an RS (Single Family Residential) zone to the west. There is a minimum 20-foot setback required abutting a residential zone applicable for buildings not more than 35 feet in height. There is a minimum of 5-foot setback for vehicle use areas and no setback required for buildings abutting the public zone.

East: The Subject Property abuts an RS (Single Family Residential) zone to the east. There is a minimum 20-foot setback required abutting a residential zone applicable for buildings not more than 35 feet in height. There is a minimum of 5-foot setback for vehicle use areas and no setback required for buildings abutting the public zone.

South: The Subject Property abuts an RS (Single Family Residential) to the south. There is a minimum 20-foot setback required abutting a residential zone applicable for buildings not more than 35 feet in height.

North: The Subject Property abuts an PA (Public Amusement) to the north. There is a minimum 20-foot setback required abutting a residential zone applicable for buildings not more than 35 feet in height.

Proposed Finding: There is a minimum of a 60-foot setback to the nearest residential or public zone. The application meets this standard.

(c) Lot Coverage, Height (SRC 542.010(c)):

In the PE zone there is a 50 percent maximum lot coverage, the maximum height for all uses is 70 feet.

Proposed Finding: The Proposed Development includes interior changes only and does not increase the building and accessory structure lot coverage beyond 50 percent. The Proposed Development is within the addition constructed in 2000 which has a maximum height of 27 feet four inches, well within the 70 feet maximum. The application meets this standard.

(d) Landscaping (SRC 542.010(d)):

- 1) Setbacks. Required setbacks shall be landscaped. Landscaping shall conform to the standards set forth in SRC Chapter 807.**
- 2) Vehicle Use Areas. Vehicle use areas shall be landscaped as provided under SRC Chapter 806 and SRC Chapter 807.**

Proposed Finding: The Proposed Development does not alter the existing perimeter setbacks. The Applicant will not be improving or altering the existing driveway, driveway access, or parking areas off of Winter Street NE. There is no landscaping present, and the Applicant is not proposing to install any as a part of this project. As no exterior modification is proposed at this time, this standard is deemed satisfied.

Streets and Right-of-Way Improvements (SRC Chapter 803)

SRC. 803.010. - STREETS, GENERALLY.

Except as otherwise provided in this chapter, all streets shall be improved to include the following: adequate right-of-way, paving, curbing, bike lanes (where required), sidewalks, street lighting, stormwater facilities; utility easements, turnarounds, construction strips, landscape strips, parking lanes, adequate right-of-way geometry, paving width, grade, structural sections and monumentation, that conforms to the Public Works Design Standards.

Proposed Finding: All streets (Cottage, Market, and Winter Street NE) are presently developed with adequate right-of-way, curbs, sidewalks, landscape strips, street lighting, and stormwater facilities, conforming to the public works design standards. There are currently no bike lanes along any of the streets and there are existing parking cutouts along both Cottage and Market Streets. Applicant is proposing extending the existing cutout along Cottage Street NE for a SPED bus parking during drop off and pick up times which would be available for both standard and handicap parking during all other hours. As explained in further detail below, Applicant is exempt from providing additional improvements to the street infrastructure. No additional development is required to meet this standard.

SRC. 803.015. - TRAFFIC IMPACT ANALYSIS.

(b) Applicability. An applicant shall provide a traffic impact analysis if one of the following conditions exists:

- (1) The Development will generate 200 or more daily vehicle trips onto a local street or alley, or 1,000 daily vehicle trips onto a collector, minor arterial, major arterial, or parkway. Trips shall be calculated using the adopted Institute of Transportation Engineer's Trip Generation Manual. In developments involving a land division, the trips shall be calculated based on the Development that will occur on all lots that will be created by the land division.**
- (2) The increased traffic resulting from the Development will contribute to documented traffic problems, based on current accident rates, traffic volumes or speeds, and identified locations where pedestrian and/or bicyclist safety is a concern.**

(3) The City has performed or reviewed traffic engineering analyses that indicate approval of the Development will result in levels of service of the street system that do not meet adopted level of service standards.

Proposed Finding: The Proposed Development will not increase the number of classrooms at the school. However, the Applicant will be renovating part of the interior space to provide for developmental learning center (“**DLC**”) rooms. These rooms serve students with severe disabilities and the addition of DLC rooms at the school will result in a minimal increase in additional trips that will occur as a result of the Proposed Development. The Proposed Development will not result in levels of service of the street system that do not meet adopted level of service standards. The Application satisfies this standard.

SRC. 803.025. – Right of Way and Pavement Widths.

(a) Except as otherwise provided in this chapter, right-of-way width for streets and alleys shall conform to the standards set forth in Table 803-1.

(b) Except as otherwise provided in this chapter, streets shall have an improved curb-to-curb pavement width as set forth in Table 803-2.

Proposed Finding: The required right-of-way width for Local Streets is a minimum of 60 feet, and the required curb-to-curb pavement width for a Local Street is a minimum of 30 feet. The required right-of-way width for a Minor Arterial is a minimum of 72 feet, and the required curb-to-curb pavement width for a Minor Arterial is a minimum of 46’ wide improvement. The Subject Property is accessible by Local Streets (Cottage Street NE, and Winter Street NE), and by Market Street NE, which is a Minor Arterial. Cottage Street NE and Winter Street NE both have right of ways that are 66’ wide, and improvements of 30’ wide, and meet the right of way width and improvement width requirements of the public works department. Market Street NE also has a 66’ wide right of way, and improvements of 30’ wide. Market Street NE is currently underimproved, however, Applicant is not obligated to improve Market Street NE as Applicant is not proposing a modification to Market Street NE and the school was constructed in 1955, qualifying for an exception under SRC 803.040(d), as described in further detail below. While Applicant’s Proposed Development *does not* propose widening or altering of either Winter Street NE or Market Street NE, Applicant does propose widening Cottage Street NE to accommodate the new SPED bus parking area, which will serve as standard and handicapped street parking outside of designated drop-off and pick-up times. As described below, the Proposed Development is exempt from providing additional improvements. This standard is met.

SRC. 803.040(d). – Exceptions (to Right of Way and Pavement Widths).

(d) Exceptions. Notwithstanding subsections (a) and (b) of this section, the dedication of right-of-way for, and construction or improvement of, boundary streets is not required in the following circumstances:

(5) The erection, construction, or enlargement of any building or structure that will generate less than 20 new vehicle trips per day according to the Institute of Transportation Engineers’ Trip Generation Manual.

Proposed Finding: As noted above, the Proposed Development will not increase the number of classrooms at the school. Applicant will be renovating part of the interior space to provide for DLC rooms. With the inclusion of the DLC classrooms, there will be a minimal increase to change of use or additional trips that will occur with the Proposed Development. However, this increase will not be greater than 20 new vehicle trips. Further, the Proposed Development will not result in levels of service of the street system that do not meet adopted level of service standards. The proposed development falls within the exception.

Alternative Street Standard SRC 803.065(a)

(a) The Director may authorize the use of one or more alternative street standards:

- (1) Where existing development or physical constraints make compliance with the standards set forth in this chapter impracticable;**
- (2) Where the development site is served by fully developed streets that met the standards in effect at the time the streets were originally constructed; or**
- (3) Where topography or other conditions make the construction that conforms to the standards impossible or undesirable.**

Proposed Finding: Applicant is requesting that the Director authorize alternative street standards for Cottage Street NE, allowing for an extension of the existing parking cutout to accommodate for a SPED loading area. Applicant has proposed a 33-foot pavement width curb to curb improvement which would align with the existing parking cutout. The City Engineer has suggested a 35-foot pavement width curb-to-curb improvement, which would allow 7-foot parking on the opposite side, two 10-foot travel lanes, and 8 feet for the bus parking/pull-out. There would be additional space for an 8-foot wide sidewalk and minimum 5-foot landscape to allow for street trees on the development side. Applicant's approach would reduce the curb-to-curb improvement to the existing 33-foot, maintaining and extending along Cottage Street NE the existing 8-foot width for the existing parking and proposed SPED parking/pullout as well as the existing sidewalk width. Applicant acknowledges that while in many places the additional 2 feet in the right of way might be desirable, maintaining a tighter right-of-way adjacent to a school will incentivize drivers to maintain lower speeds, especially during times of higher congestion when students are likely to be present, meeting the criteria for alternative standards under subsection (3). Additionally, as Applicant is not proposing a new development, but is rather making internal modifications to an existing development, the Subject Property meets the criteria for alternative standards under subsection (2). The Proposed Development meets the criteria for the application of alternative standards and Applicant is requesting that the Application be approved as proposed.

Off-Street Parking, Loading, and Driveways (SRC Chapter 806)

SRC 806.005 - Off-Street Parking; When Required.

(a) General applicability. Off-street parking shall be provided and maintained for any intensification, expansion, or enlargement of a use or activity.

SRC 806.010 - Proximity of Off-Street Parking to Use or Activity Served.

Required off-street parking shall be located on the same development site as the use or activity it serves.

SRC 806.015 - Amount of Off-Street Parking.

a) Minimum Required Off-Street Parking. The minimum off-street parking requirement for Education Services; Basic Education (elementary schools) use is one space per two classrooms.

b) Compact Parking. Up to 75 percent of the minimum off-street parking spaces required under this Chapter may be compact parking spaces.

c) Carpool and Vanpool Parking. New developments with 60 or more required off-street parking spaces shall designate a minimum of 5 percent of their total off-street parking spaces for carpool or vanpool parking.

d) Maximum Off-Street Parking. Unless otherwise provided under the UDC, off-street parking shall not exceed the amounts set forth in Table 806-2.

Proposed Finding: The minimum parking required for the Subject Property is two spaces per classroom, meaning 38 spaces for the existing 19 classrooms. There are currently 7 off-street parking spaces, which will be retained during a proposed restriping of the parking lot. This is a nonconforming number of spaces; however, the Proposed Development will not increase the number of classrooms, but will instead reconfigure existing classrooms for use as DLC classrooms. While no additional off-street parking spaces will be required, the Applicant is requesting approval to add additional on-street loading areas on Cottage Street NE for SPED parking which will be necessary to serve the DLC rooms. The SPED parking will be used for loading and unloading students during arrival and departure periods. During all other times, these spaces will be available for on-street parking by parents, visitors and other guests of the school as well as the general public. In addition, Applicant will be moving the existing curbs away from the building to allow for a 5-foot pedestrian access way between the building and the current play area. No other changes will be completed to the parking area, or access driveway.

Bicycle Parking

SRC 806.045(a) - General Applicability.

Bicycle parking shall be provided and maintained for any change of use or activity, when such change of use or activity results in a bicycle parking ratio requiring a greater number of spaces than the previous use or activity.

Proposed Finding: The Proposed Development of the Subject Property will not result in any expansion of classrooms, change of use, or activity. There is adequate bicycle parking for 40 bikes, exceeding the minimum requirement of 38 spaces, at the east entrance of the school that currently satisfies the general intent of the code. No additional bicycle parking is needed at the Subject Property at this time.

Landscaping and Screening (SRC Chapter 807)

All required setbacks shall be landscaped with a minimum of 1 plant unit per 20 square feet of landscaped area. A minimum of 40 percent of the required number of plant units shall be a combination of mature trees, shade trees, evergreen/conifer trees, or ornamental trees. Plant materials and minimum plant unit values are defined in SRC Chapter 807, Table 807-2.

Proposed Finding: The Site Plan does not require additional internal landscape area; however, there will be 3-4 trees along Cottage Street NE that will be removed as part of this Proposed Development. Applicant will obtain a tree removal permit as required under the SRC for the removal of these trees. Applicant will be replanting additional street trees on Cottage Street NE, as detailed on the provided landscape plan, in compliance with the planting requirements of SRC 807.

Preservation of Trees and Vegetation (SRC Chapter 808)

The City's tree preservation ordinance, under SRC Chapter 808, provides that no person shall remove a significant tree (Oregon White Oak greater than twenty-four (24) inches in diameter at breast height) (SRC 808.015) or a tree or native vegetation in a riparian corridor (SRC 808.020), unless the removal is excepted under SRC 808.030(a)(2), undertaken pursuant to a permit issued under SRC 808.030(d), undertaken pursuant to a tree conservation plan approved under SRC 808.035, or permitted by a variance granted under SRC 808.045. However, Applicant is proposing the removal of two City owned trees located within the existing parking strip neither of which are significant trees. As part of this Application, Applicant is requesting approval of a tree removal permit under SRC 86.090, as discussed in detail below.

Proposed Finding: No protected trees have been identified on the Site Plan for removal.

Wetlands (SRC Chapter 809)

Grading and construction activities within wetlands are regulated by the Oregon Department of State Lands (DSL) and US Army Corps of Engineers. State and Federal wetland laws are also administered by the DSL and Army Corps, and potential impacts to jurisdictional wetlands are addressed through application and enforcement of appropriate mitigation measures.

Proposed Finding: According to the Salem-Keizer Local Wetland Inventory ("**LWI**") there are no wetlands on the Subject Property.

Landslide Hazards (SRC Chapter 810)

A geological assessment or report is required when regulated activity *is* proposed in a mapped landslide hazard area.

Proposed Finding: The Subject Property does not contain mapped landslide hazards a geological assessment is not required for the Proposed Development.

(B) The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately;

Proposed Finding: The Subject Property provides for the safe and efficient movement of goods and people. The Subject Property has frontage along Market Street NE, Cottage Street NE, and Winter Street NE. Market Street NE is classified by the SCM as a Minor Arterial, Cottage Street NE and Winter Street NE are classified by the SCM as Local Streets. The Subject Property is well connected to the existing public street system, thereby providing connectivity with the surrounding neighborhood. The Subject Property is currently served by transit, and pedestrian sidewalks, all of which encourage the use of alternative modes of transportation. The Applicant will be installing a SPED bus parking cut out on Cottage Street NE which will provide access to the new SPED classrooms that the Applicant will be developing inside the current school facility. This criterion is satisfied

(C) Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians; and

Proposed Finding: The proposed parking area provides for the safe and efficient movement of vehicles, bicycles, and pedestrians. The Applicant will be restriping the existing parking lot to provide better parking configuration and will be placing wheel stops 7 feet from the building to provide a more defined pedestrian pathway for students to access the playground facilities.

(D) The proposed development will be adequately served with City water, sewer, stormwater facilities, and other utilities appropriate to the nature of the development.

Proposed Finding: The Subject Property is located inside the City's USA and is currently served, or capable of being served, by public facilities and services necessary to support the uses allowed by the proposed development. This criterion is satisfied.

SRC 86.090 – City tree removal criteria

(a) A permit to remove a City tree may be granted if one or more of the following criteria are met, as determined by the Director:

(9) The Director may permit the removal of a City tree if the tree is having an adverse effect on adjacent infrastructure and that effect cannot be mitigated by pruning, reasonable alternative construction techniques, or accepted arboricultural practices.

Proposed Finding: Applicant is requesting a permit to remove two (2) City owned trees adjacent to Cottage Street NE. These trees are relatively small in size and, as indicated above, are not significant trees under the SRC. The removal of these trees is necessary to allow for the installation of the proposed ADA parking spaces and associated ramp. The trees cannot remain in place without having an adverse effect on the adjacent sidewalk. Public Works comments in response to Applicant's original proposed plan to retain the trees indicated that due to the proximity of the adjacent building and the proposed cutout for the additional ADA spaces, the sidewalk will be too narrow to allow Applicant to retain the existing trees without adversely impacting the adjacent public sidewalk. In this instance, the placement of the trees in combination with the location of the existing building cause the adverse impact and it is not possible to mitigate the resulting narrowing of the public sidewalk through pruning or alternative construction plans. Applicant has satisfied the relevant approval criteria for a City tree removal permit

under SRC 86.090(a)(9) and is therefore entitled to remove the identified trees and is not obligated to replace them.

CONCLUSION:

Based on the findings contained in this written statement, the Applicant has satisfactorily addressed the applicable criteria for granting the Site Plan Review application. Applicant respectfully requests that the Application be approved.

GRANT NEIGHBORHOOD ASSOCIATION

SALEM OREGON

May 8, 2020

Joel Smallwood, District Construction Program Manager
Salem Keizer School District
2450 Lancaster Dr NE,
Salem, Oregon 97305

via email: smallwood_joel@salkeiz.k12.or.us

Pamela Cole, Associate Planner
Department of Community Development
City of Salem
555 Liberty Street SE, Room 305
Salem, Oregon 97301

via email: pcole@cityofsalem.net

Re: **PROPOSED COTTAGE STREET MODIFICATIONS**
Grant Community School
2018 Bond Program
Medical Developmental Learning Classrooms (MDLC)

Dear Joel and Pamela,

On May 7, 2020, the Grant Neighborhood Association held our monthly meeting via a Zoom video conference. We were pleased to have 26 attendees from across the neighborhood.

The Salem-Keizer School District proposal to make structural modifications to the existing improvement on the east side of Cottage Street, between Market Street and Gaines Street, was on our agenda. The District's February 2020 engineering plans for the project had been previously forwarded to board members and were also available to the neighbors in attendance. The ongoing discussions of the past two months between neighbors and the District were summarized.

All of the options requested out of the Grant neighborhood that have been presented to the District were reported to the group. The two options that have become the latest focus at the neighbors meetings with District staff were presented for discussion, those being: 1) the use of the Winter Street Parking lot for pickup and drop-off of the students being brought to the Grant campus for the Medical Developmental Learning Program; and, 2) forgoing the extensive proposed construction

on Cottage Street and, instead, installing smaller concrete pads within the existing parking strip. These would be similar to the Americans with Disabilities Act (ADA) accessible pads being established by the Salem Area Mass Transit District (Cherriots) for their bus stops.

Areas of discussion and concern included:

- 1) Adding 6-8 turning buses into the major congestion of pedestrians and cars that already exists at the Cottage and Market intersection at the beginning and end of school days only makes a bad situation worse;
- 2) The difficulty in turning off of westbound Market Street to northbound Cottage Street, where the curb radius is just 8.5 feet \pm , then turning from Cottage to westbound on Gaines Street. The first turn appears to track the bus into the oncoming southbound traffic lane on Cottage. The second turn may require removing on-street residential parking on Gaines. Both Cottage and Gaines streets have narrow curb-to-curb improvements of about 30 feet with parking on both sides that result in a one-way path down the center of the street when parked cars are present;
- 3) The Neighborhood Association does not support using each side of the Grant Community School block (Cottage-Market-Winter) for transportation drop off and pick up. The school is already using Market and Winter Streets for these transportation purposes and we suggest no- or low-cost modifications to scheduling rather than spending the community's one-time bonding authority on a project that degrades the neighborhood;
- 4) This proposal is a transfer of use of the public's right-of-way on Cottage Street. The current use, parking, serves the school and public alike. The school's proposed use is a transfer of that right-of-way to the school alone, while degrading the appearance of the right-of-way. This portion of Grant Neighborhood already sees remarkable parking pressure from residents, employees of the school, and State of Oregon workers who park and walk to work. Removing parking will increase this pressure;
- 5) What are the students' health conditions and do they require separation from the rest of the student body? Are they precluded from entering the main entrance of the school? We were told that the District had stated that the students would be interacting throughout the day with the other students. Plans are already included to update the main entrance to meet ADA requirements;
- 6) What is the difference in the traverse distance to the building when comparing the Cottage Street proposal with the existing Winter Street parking lot? Measured in pedestrian steps, the Cottage route ranges from 45 to 105 steps and the Winter parking lot is 75 steps;

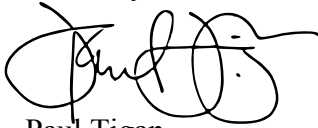
- 7) Losing the tree canopy along Cottage that the students, staff, parents, Neighborhood Association, and neighbors have worked hard to establish over the past ten to fifteen years;
- 8) Spending \$150,000 to \$180,000 on curb modifications if other options are available, especially in a time of economic volatility; and,
- 9) It is possible that the COVID-19 pandemic may still be affecting our activities this next school year. A trial period may be more appropriate, given that uncertainty.

After a very long discussion, the Grant Neighborhood Association voted unanimously to, first, support the use of the existing Market Street bus cut-out for at least a 1-year trial period to evaluate its effectiveness and allow a transition period for this new program into Grant.

This option would be very cost effective, support student interaction, and benefit the neighborhood. The second option, more tentatively supported, would be to use the Winter Street parking lot for the drop-off zone.

The neighborhood opposes the District's proposed Cottage Street curb modifications or use as a student drop off due to its substantial impact on the neighborhood.

Sincerely,



Paul Tigan
Land Use Chair
Grant Neighborhood Association
paultigan@gmail.com

CC: Karma Krause, Capital Construction Public Engagement Manager
via email: krause_karma@salkeiz.k12.or.us
Michael Wolfe, Chief Operations Officer
via email: wolfe_michael@salkeiz.k12.or.us
Brian Hilsabeck, Special Education Services, Elementary Schools Coordinator
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Michael Shields, Transportation Services Director
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SALEM-KEIZER SCHOOL DISTRICT

Glenn Davis, Chief Development Engineer, Public Works Department

via email: GDavis@cityofsalem.net

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Administrator

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CITY OF SALEM

Sam Skillern, Co-Chair

via email: sam@salemlf.org

Eric Bradfield, Co-Chair

via email: ebradfield@gmail.com

Christopher Bechtel, Vice-Chair

via email: bechtelcr@gmail.com

Jeanne Boatwright, Secretary

via email: cjboat835@yahoo.com

GRANT NEIGHBORHOOD ASSOCIATION



JOEL SMALLWOOD, Director
Maintenance & Construction Services
3630 State Street • Salem, Oregon 97301
503-399-3290 • FAX: 503-375-7847

Christy Perry, Superintendent

June 4, 2020

Pamela Cole, Planner II
City of Salem
555 Liberty Street SE, Suite 305
Salem OR 97301

RE: SDSK Response to written comment for 20 104828 00 RP SPR20-19 (Grant Community School)

Greetings,

Thank you for the opportunity to respond to the written testimony received from the Grant Neighborhood Association (NA) and members of the Grant community at large. Grant Community School and the Salem-Keizer Public School District (SKSD) value the relationships that have been in place at this site for decades. These community relationships have provided many benefits to all involved and to generations of students as they pass through the Grant Community School. The district has recently committed to the NA that we would internally review alternative options on Winter Street and on Market Street. This work is ongoing with an onsite meeting held this week with our School Board Chair, superintendent, chief operations officer, director of construction and maintenance, director of transportation, the school principal and leadership from our special education department. We will continue to assess the feasibility of a Winter Street option, however the district feels it is in our best interest to continue the current SPR process at the same time.

The decision to move our Medically Developmental Learning Center (MDLC) to Grant Community School was made after much consideration and is what the district strongly feels is in the best interest of children. This is a district wide program that serves a small number of our most medically fragile elementary students. Our current program design requires this student population to attend two different locations for their K-5 experience. Attending kindergarten through second grade at one location and then transferring to a different school for third through fifth grade before transitioning to middle school. This situation is not optimal for our students, staff or families.

With this program comes several requirements to accommodate the needs of students and to insure that all regulations are met surrounding their access to education, access to their school and access to the complex individual supports that each student needs in order to be successful. One of these critical required supports is that we ensure students in all special programs have the same schedule and similar access to the site as a general education student might experience. This requirement is precisely why the district evaluated current options for student drop off by bus and determined that the proposed transportation improvements would be a part of the overall Grant project on Cottage Street.

In the letter dated May 8, 2020 from the NA, concern #7 mentions the loss of tree canopy along Cottage Street. The district proposal does remove the current trees to allow for a curbside sidewalk for a portion of the Cottage frontage. However the SKSD proposal does include replacing four of these trees in the

remaining green space between the proposed sidewalk and the building to recreate the canopy. The district is committed to replacing these trees with larger caliper trees to create this canopy sooner rather than later. The curb side sidewalk is necessary for bus unloading as students will be exiting from both the front of the bus and if by wheelchair near the back of the bus. Having smaller “pads” between the current trees would not provide this ability, and in some cases make drop off more dangerous. In this same letter the NA supports the use of the current Market Street drop off at the front of the school, for at least a year. This proposed solution raises great concern to SKSD in that this is a very busy area before and after school with increased personal vehicle use. The busses used for the MDLC program are likely to be parked for five to ten minutes as they unload students in wheelchairs or walkers. Using Market Street for a long period of time, or permanently would likely back up westbound traffic on Market Street for several blocks before and after school.

In the official written public comments, and in other communications, it has been mentioned that the SKSD has not adequately communicated with the NA on this project. Attached you will find a document outlining the districts efforts on this subject. SKSD does not take the communities concerns lightly, and continues to stay engaged in communication as we consider and assess the various ideas that have been brought forth.

Sincerely,

A handwritten signature in blue ink that reads "Joel Smallwood". The signature is fluid and cursive, with a long horizontal stroke at the end.

Joel Smallwood
Director—Construction Services
Salem Keizer Public Schools
3630 State Street, Salem OR 97301
503-399-3095

Grant Neighborhood Association Contact Summary – majority of contacts/conversations

Date	Person contacted	Contacted by	Summary
Oct. 28, 2019 Nov. 28, 2019	Eric Bradfield, Co-chair	Karma Krause	Request to attend NA meeting to present update on bond construction plans for Grant Community School. District added to Dec. 5, 2019 Grant NA meeting agenda.
Dec. 4, 2019	Eric Bradfield, Co-chair	Karma Krause	Confirm Mike Wolfe will attend Dec. 5 meeting
Dec. 5, 2019	Grant NA members	Mike Wolfe	Mr. Wolfe attended Dec. 5 meeting and described plans for Grant including changes to Cottage St. Presented a 40" x 32" site plan illustration. Hand-delivered a letter and 8.5" x 11" site plan map outlining plans for the school. Approximately 20 handouts were distributed. Minutes of the meeting: https://www.cityofsalem.net/meetingdocs/grant-neighborhood-association-minutes-2019-12-07.pdf
Dec. 9, 2019	Eric Bradfield, Co-chair Paul Tigan, Land Use Chair	Karma Krause	Emailed letter and site plan describing plans for Grant Community School that was hand-delivered Dec. 5, 2019.
Feb. 25, 2020	Eric Bradfield, Co-chair Sam Skillern, Co-chair Paul Tigan, Land Use Chair	Karma Krause	Emailed Grant NA leadership to inform that the district had submitted to the City for site plan review, that neighbors would have the opportunity to provide comment to the City, and invited the group to contact the district with questions. Email included a site plan.
Feb. 27, 2020	Paul Tigan, Land Use Chair	Karma Krause	In response to Paul's request for additional plans, emailed detailed floor plans and a drawing of bus loading area.
Mar. 5, 2020	Karma Krause Mike Wolfe Mark Shipman Bob Collins Sam Skillern, Co-chair Eric Bradfield, Co-chair Paul Tigan, Land Use Chair Cara Kaser, Councilor Aaron Terpening, Grant NA Tim France, Salem Alliance Jeanne Corbey Christopher Bechtel Marc Morris, Principal	Sam Skillern	Responded to Feb. 25, 2020 email. Stated district had not contacted Grant NA about the plans. Sent second email stating he mistook the Feb. 25, 2020 email to have come from the City, not the district.
Mar. 6, 2020	Karma Krause Bob Collins Mark Shipman Sam Skillern, Co-chair	Mike Wolfe	Restated the district had entered site plan review and permitting process and that neighbors have the opportunity to present comments on the plans to the City. Reminded of conversation from Dec. 5, 2020. Offered to meet with the group to go over the site plan.

	Eric Bradfield, Co-chair Paul Tigan, Land Use Chair Cara Kaser, Councilor Aaron Terpening, Grant NA Tim France, Salem Alliance Jeanne Corbey Christopher Bechtel Marc Morris, Principal		
Mar. 6, 2020	Mike Wolfe Karma Krause Michael Mackin Bob Collins Mark Shipman Eric Bradfield, Co-chair Paul Tigan, Land Use Chair Cara Kaser, Councilor Aaron Terpening, Grant NA Tim France, Salem Alliance Jeanne Corbey Christopher Bechtel Marc Morris, Principal	Sam Skillern	Requested responses to nine questions about the MDLC program, buses, drop off location options, cost. Sam noted he would reach out to discuss next steps and meeting time.
Mar. 10, 2020	Karma Krause	Sam Skillern	Requested meeting time. Restated nine questions.
	Sam Skillern	Karma Krause	Inquired about best dates to meet and who to invite.
Mar. 12, 2020	Karma Krause	Sam Skillern	Inquired about meeting date.
	Sam Skillern	Karma Krause	Requested time to plan due to rapidly changing operations in response to Governor's guidance on coronavirus response.
Mar. 26, 2020	Karma Krause Eric Bradfield Paul Tigan Michael Mackin Mark Shipman Bob Collins Mike Wolfe Christopher Bechtel Jeanne Corbey Marc Morris Lola & Christopher Hackett	Sam Skillern	Email with letter from Sam to continue conversation until a meeting could be scheduled. Letter included five alternatives to Cottage Street pull out. Informed April 2 Grant NA meeting canceled.

	Jennifer Skillern		
Apr. 1, 2020	Karma Krause	Sam Skillern	Follow up to Mar. 26 email with three additional questions.
	Sam Skillern	Karma Krause	Responded that answers to submitted questions were expected by the end of the week.
Apr. 3, 2020	Sam Skillern Mike Wolfe	Karma Krause	Sent responses to nine questions and proposed pull out alternatives. Noted the district was studying a City response that proposed a narrower bus pull-out.
	Karma Krause Mike Wolfe	Sam Skillern	Sam shared photos of Winter Street parking lot in support of a suggested alternative.
Apr. 8, 2020	Karma Krause	Sam Skillern	Responded to answers to nine submitted questions and proposed alternatives. Stressed Winter Street alternative. Requested responses to each proposed alternative. Requested a virtual meeting.
Apr. 13, 2020	Sam Skillern Mike Wolfe Joel Smallwood Bob Collins Michael Mackin	Karma Krause	Responded to each proposed alternative individually. Informed of next steps in the City's review process. Asked for an invitation to upcoming Grant NA meeting.
Apr. 14, 2020	Karma Krause	Sam Skillern	Has shared responses with Grant NA. Asked why Grant was selected as location for MDLCs. Requested individual virtual meeting.
Apr. 21, 2020	Karma Krause Mike Wolfe Joel Smallwood Bob Collins Michael Mackin	Sam Skillern	Suggested concrete pads on Cottage Street as a sixth proposed alternative.
Apr. 22, 2020	Sam Skillern	Karma Krause	Suggested virtual meeting with Joel Smallwood and Brian Hilsabeck.
Apr. 23, 2020	Sam Skillern	Karma Krause	Meeting set for April 30.
Apr. 30, 2020			Virtual meeting between Eric Bradfield, Sam Skillern, Joel Smallwood, Brian Hilsabeck and Karma Krause. Discussed reasons Grant was selected as site for program, proposed alternative, and concrete pads alternative for Cottage St. Sam advised Grant NA would meet May 7 and decide a position.
Apr. 30, 2020	Karma Krause Joel Smallwood Brian Hilsabeck	Sam Skillern	Thanks for meeting, shared pros and cons of his proposed alternatives. Asked for room numbers of new classrooms.
May 4, 2020	Sam Skillern Eric Bradfield Joel Smallwood	Karma	Set virtual meeting for May 11, 2020
May 5, 2020	Sam Skillern Karma Krause	Joel Smallwood	Shared original bus pull out design and revised (narrower) bus pull out design.

May 5, 2020	Joel Smallwood Karma Eric Bradfield	Sam Skillern	Stated Winter St. and concrete pads on Cottage St. have highest chance of receiving neighborhood approval.
May 6, 2020	Joel Smallwood Eric Bradfield Karma Krause Sam Skillern Eric Bradfield Karma Krause	Sam Skillern Joel Smallwood	Asked why City workers were measuring trees. Responded City is collecting data. District does not have permits for work outside the school and did not know the City was measuring trees.
May 6, 2020	Michael Shields Michele Fletchall Kevin Baker Sam Skillern Jeanne Boatwright Paul Tigan Christopher Bechtel	Eric Bradfield	Question about bus impacts on Cottage Street
May 7, 2020	Eric Bradfield Michele Fletchall Kevin Baker Sam Skillern Jeanne Boatwright Paul Tigan Christopher Bechtel Michael Mackin Joel Smallwood Kevin Hottman Mitchell Hamilton	Michael Shields	Addressed questions, intention to stagger bus traffic as possible to reduce impact.
May 8, 2020	Joel Smallwood Karma Krause Pamela Cole, City of Salem Eric Bradfield Lisa Anderson-Ogilvie	Sam Skillern	Informed an official letter will be sent from Grant NA rejecting any changes to Cottage St. and endorsing use of existing Market St. pull out or new loop on Winter St. or postpone work for a year since school may not be in session in the fall due to COVID.
May 11, 2020	Karma Krause Mike Wolfe Brian Hilsabeck Michael Shields Glenn Davis Lisa Anderson-Ogilvie	Paul Tigan	Official letter from Grant NA.

	Kevin Hottmann Rich Davis Eric Bradfield Christopher Bechtel Jeanne and Corbey Boatwright		
May 11, 2020			Virtual meeting between Joel Smallwood, Eric Bradfield, Sam Skillern, Karma Krause. District cannot support either Winter Street or Market Street for access for medically fragile students. Grant NA cannot support use of Cottage Street. Informed City would soon be mailing information to neighbors and offering opportunity to comment.
May 13, 2020	Michael Shields Eric Bradfield Michele Fletchall Kevin Baker Jeanne Boatwright Paul Tigan Christopher Bechtel Michael Mackin Kevin Hottmann Mitchell Hamilton Sam Skillern	Sam Skillern	Consider using Market Street pull out
May 14, 2020	Joel Smallwood Karma Krause Eric Bradfield Pamela Cole Glenn Davis Lisa Anderson-Ogilvie	Sam Skillern	Follow up questions from May 11 meeting (in two separate emails)
May 15, 2020	Sam Skillern Eric Bradfield Paul Tigan	Karma Krause	Sent Community Bond Oversight Committee agenda and invitation to listen to the CBOC virtual meeting (Eric and Sam replied and requested log-in information for the meeting)
May 18, 2020	Sam Skillern Joel Smallwood Pamela Cole Glenn Davis Lisa Anderson-Ogilvie Eric Bradfield Michael Mackin	Karma Krause	Sent answers to questions from May 14, attached project sheet, link to information on website
May 18, 2020	Sam Skillern Joel Smallwood	Michael Shields	Response to question about transportation service to MDLCs and use of existing Market Street bus pull out

	Karma Krause Michael Mackin		
May 19, 2020	Sam Skillern Eric Bradfield Paul Tigan Christy Perry Michael Wolfe Joel Smallwood	Karma Krause	Link to view recording of CBOC meeting with timestamp to view Grant conversation
May 19, 2020	Members of CBOC Joel Smallwood Michael Wolfe Karma Krause Christy Perry Eric Bradfield Jeanne Corbey Lola & Christopher Hackett Christopher Bechtel Paul Tigan	Sam Skillern	Asked to consider Winter Street or Market Street for drop off location, delay construction a year, install concrete pads
May 20, 2020	Sam Skillern Members of CBOC Joel Smallwood Michael Wolfe Karma Krause Christy Perry Eric Bradfield Jeanne Corbey Lola & Christopher Hackett Christopher Bechtel Paul Tigan	Lisa Harnsich	Thank you from CBOC
May 20, 2020	Sam Skillern Eric Bradfield Paul Tigan Lisa Harnsich Mark Shipman Nancy MacMorris-Adix Marty Heyen Karma Krause Christy Perry Joel Smallwood	Michael Wolfe	Schedule a meeting and tour of Grant Community School for May 27 at 4:30 pm


	Paul Kylo		
May 21, 2020	Michael Wolfe Eric Bradfield Paul Tigan Lisa Harnsich Mark Shipman Marty Heyen Karma Krause Christy Perry Joel Smallwood Nancy MacMorris-Adix Paul Kylo Jeanne Corbey Christopher Bechtel	Sam Skillern	How to prepare for the meeting?
May 26, 2020	Sam Skillern Eric Bradfield Paul Tigan Karma Krause	Michael Wolfe	Walking the site may help with the conversation.
May 27, 2020			Meeting at Grant with Michael Wolfe, Christy Perry, Joel Smallwood, Paul Kylo, Marty Heyen, Lisa Harnsich, Sam Skillern, others from Grant NA.
May 27, 2020	Michael Wolfe Eric Bradfield Paul Tigan Karma Krause Tim France Joel Smallwood Christy Perry Marty Heyen Lisa Harnsich Paul Kylo Jeanne Corbey	Sam Skillern	Thank you for the meeting. Please confirm next steps.
May 28, 2020	Joel Smallwood Karma Krause Pamela Cole Glenn Davis Eric Bradfield Jeanne Corbey Paul Tigan	Sam Skillern	Question about a dead tree being cut down on north end of Grant Park and confirming no trees being cut on Cottage St.

	Tim France		
May 28, 2020	Sam Skillern Jeanne Boatwright Karma Krause Glenn Davis Pamela Cole Eric Bradfield Paul Tigan Tim France	Joel Smallwood	District has not directed any tree removal at Grant
May 28, 2020	Sam Skillern Karma Krause	Michael Wolfe	Shared next steps following May 27 meeting



MEMO

TO: Pamela Cole, Planner II
Community Development Department

FROM: Glenn J. Davis, PE, CFM, Chief Development Engineer 
Public Works Department

DATE: June 18, 2020

**SUBJECT: PUBLIC WORKS RECOMMENDATIONS
SPR20-19 (20-104828)
725 MARKET STREET NE
ON-STREET AND OFF-STREET PARKING IMPROVEMENTS**

PROPOSAL

A Class 3 Site Plan Review application for restriping of an off-street parking area and construction of an on-street bus and ADA parking area on Cottage Street NE using alternative street standards at the Grant Community School on a 2.59-acre property located in the PE (Public and Private Educational Services) zone at 725 Market Street NE 97301 (Marion County Assessor Map and Tax Lot 073W23BC 05400).

SUMMARY OF FINDINGS

The proposed development meets applicable criteria related to Public Works infrastructure.

FACTS

Streets

1. Market Street NE
 - a. Standard—This street is designated as a Minor Arterial street in the Salem TSP. The standard for this street classification is a 46-foot-wide improvement within a 72-foot-wide right-of-way.
 - b. Existing Conditions—This street has an approximate 30- to 41-foot variable-width improvement within a 66-foot-wide right-of-way abutting the subject property.

2. Cottage Street NE

- a. Standard—This street is designated as a Local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way.
- b. Existing Conditions—This street has an approximate 30- to 42-foot variable-width improvement within a 66-foot-wide right-of-way abutting the subject property.

3. Winter Street NE

- a. Standard—This street is designated as a Local street in the Salem TSP. The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way.
- b. Existing Conditions—This street has an approximate 30-foot improvement within a 75-foot-wide right-of-way abutting the subject property.

Storm Drainage

1. Existing Conditions

- a. A 30-inch storm main is located within a City easement on the subject property.

Water

1. Existing Conditions

- a. The subject property is located in the G-0 water service level.
- b. A 10-inch water main is located in Market Street NE.
- c. 4-inch water mains are located in Cottage Street NE and Winter Street NE.

Sanitary Sewer

1. Existing Conditions

- a. An 8-inch sewer main is located on the subject property.

CRITERIA AND FINDINGS

Analysis of the development based on relevant criteria in SRC 220.005(f)(3) is as follows:

Criteria: SRC 220.005(f)(3)(A) The application meets all applicable standards of the UDC (*Unified Development Code*)

Finding—The subject property meets all applicable standards of the following chapters of the UDC: 601 – Floodplain; 802 – Public Improvements; 803 – Streets and Right-of-Way Improvements; 804 – Driveway Approaches; 805 – Vision Clearance; 809 – Wetlands; and 810 - Landslides.

Public Works staff has reviewed the Flood Insurance Study and Flood Insurance Rate Maps and has determined that no floodplain or floodway areas exist on the subject property.

According to the Salem-Keizer Local Wetland Inventory (LWI) the subject property does not contain any wetland areas or hydric soils.

According to the City’s adopted landslide hazard susceptibility maps and SRC Chapter 810 (Landslide Hazards), there are no mapped landslide hazard areas on the subject property.

Criteria: SRC 220.005(f)(3)(B) The transportation system provides for the safe, orderly, and efficient circulation of traffic into and out of the proposed development, and negative impacts to the transportation system are mitigated adequately

Finding—The existing street system is adequate to serve the proposed development and the development is not proposing a building addition subject to 803.040(a); therefore, no right-of-way dedication or street improvements are required.

Market Street NE is a fully developed Minor Arterial street that lacks adequate right-of-way and improvement width for its classification of street pursuant to the Salem TSP. The development is not proposing a building addition subject to SRC 803.040(a); therefore, no right-of-way nor street improvements are required. The property is subject to a special setback equal to 36 feet from the centerline of Market Street NE on the development side.

Cottage Street NE and Winter Street NE are fully developed Local streets that meet or exceed the right-of-way width and pavement width standards pursuant to the Salem TSP. The applicant has requested to widen Cottage Street NE by removing the planter strip and replacing the existing sidewalk in order to accommodate a larger bus pullout and student drop-off and pick-up area. The proposal is authorized as an Alternative Street Standard pursuant to SRC 803.065(a)(3) because “...other conditions make the construction that conforms to the standards impossible or undesirable.” The applicant has stated that leaving the street as it is currently configured is undesirable because the area is needed to accommodate buses conducting drop-offs and pick-ups for additional students attending the school.

The application materials show the removal of five street trees. Street tree removal permits are required pursuant to SRC 86.050. At the time of development, street trees are required to be provided at the maximum extent feasible pursuant to SRC 86.015(e).

Criteria: SRC 220.005(f)(3)(C) Parking areas and driveways are designed to facilitate safe and efficient movement of vehicles, bicycles, and pedestrians

Finding—The existing driveway access onto Winter Street NE provides for safe turning movements into and out of the property.

Criteria: SRC 220.005(f)(3)(D) The proposed development will be adequately served with City water, sewer, storm drainage, and other utilities appropriate to the nature of the development

Finding—The Public Works Department has reviewed the applicant's preliminary plan for this site. The water, sewer, and storm infrastructure are available within surrounding streets/areas and are adequate to serve the proposed development. The applicant does not show any new connections to public infrastructure.

Prepared by: Jennifer Scott, Program Manager
cc: File