



NOTICE OF PROPOSED ADMINISTRATIVE RULEMAKING

Minto Island Conservation Area Restrictions for Events

Public Works	109-600-001	
City Department	Administrative Rules Chapter Number	
Meridith Greer	1457 23 rd St SE, Salem, OR 97302	503-588-6474
Rules Coordinator	Address	Telephone

ADMINISTRATIVE RULE SUMMARY

The proposed administrative action to be taken is to adopt Administrative Rule 109-600-001 for the Minto Island Conservation Area Restrictions of Events following an information report to the Salem City Council on November 24, 2025.

The Public Works Director is authorized by Salem Revised Code (SRC) Chapter 94 to implement and administer rules and regulations related to park usage. This Administrative Rule 109-600-001 amends the existing Minto Island Conservation Area Restrictions of Events following the update of the Minto Island Conservation Area (MICA) Land Management Plan 2025-2035. These rules include restrictions on the number of events and number of participants during the migratory bird nesting season, and use of noise, lighting, and other event facilities within the MICA to reduce impacts of events on wildlife and the general public.

The purpose of the proposed rule is to provide clear and consistent rules for events within the Minto Island Conservation Area to protect, conserve, and enhance the diverse mix of existing natural habitats and species they support. Amendments proposed to the administrative rule are as follows:

- The definition of “event” is amended to remove the size requirement to reach the level of an event.
- A definition of “event day” is added to clarify the timing of an event.
- Only event participants and individuals associated with the event are allowed in MICA during the event.
- The number of participants in events during bird nesting season (March 1- August 31) was increased from 400 to 500.

The Draft Administrative Rule 109-600-001 is available for review online at:

https://www.cityofsalem.net/government/laws-rules/administrative-rules/-folder-56#docfold_14_840_1865_56

A hard copy is available for viewing at the following locations during normal business hours:

Recorder's Bulletin Board
5th Floor
3143 7th Pl NE
Salem, Oregon 97303

Salem Public Library
585 Liberty St SE
Salem, Oregon 97301

AUTHORITY

The authority to promulgate this administrative rule is set forth in SRC 70.065 and 20J.030.

DOCUMENTS, REPORTS AND STUDIES

The proposed rules are based on the Minto Island Conservation Area Land Management Plan 2025-2035 and can be found online at <https://www.cityofsalem.net/community/natural-environment-climate/environmental-planning-management/streams-wetlands/restoring-the-willamette-river>

Administrative Rule 109-600-001 can be found online at https://www.cityofsalem.net/government/laws-rules/administrative-rules/-folder-56#docfold_14_840_1865_56

Salem Revised Code can be found online at: <https://www.cityofsalem.net/government/laws-rules/salem-revised-code>

PUBLIC COMMENT

Interested persons must submit written comments to Meridith Greer, at City of Salem Public Works Department, 1457 23rd St SE, Salem OR 97302 or via e-mail to mgreer@cityofsalem.net.

ALL COMMENTS MUST BE RECEIVED NO LATER THAN November 17, 2025, 5:00 p.m. TO BE CONSIDERED.

EFFECTIVE DATE

This Administrative Rule shall become effective on November 25, 2025.


Department Head Signature

Brian Martin, Public Works Director
Printed Name

10.27.25
Date