

TO: HEARINGS OFFICER

**FROM: LISA ANDERSON-OGILVIE, AICP, DEPUTY COMMUNITY
DEVELOPMENT DIRECTOR AND PLANNING ADMINISTRATOR**

**SUBJECT: CONDITIONAL USE – SITE PLAN REVIEW CASE NO. 18-03; 2979-
2999 19TH ST SE; AMANDA NOS. 18-103072-ZO & 18-105996-RP**

REQUEST

Summary: Conditional use and site plan review for a facility processing cannabis concentrates and extracts and growing cannabis.

Request: Conditional Use and Class 3 Site Plan Review to change 375 square feet of an existing 14,250-square foot building to a Heavy Manufacturing use for processing cannabis concentrates and extracts, change the remainder of the building to recreational marijuana growing, and modify the parking lot striping, all on a 0.94-acre property located in the IG (General Industrial) zone at 2979-2999 19th Street SE 97302 (Marion County Assessor Map and Tax Lot 083W02BA00300).

OWNER: Mike and Gayle Lee Renshaw

APPLICANT: Medirec DBA Albion Farms

FILER: Miryke Clarkson

RECOMMENDATION

Based upon the Facts and Findings contained in this staff report, staff recommends that the Hearings Officer APPROVE the request for a consolidated conditional use and site plan review to change 375 square feet of an existing 14,250-square foot building to a Heavy Manufacturing use for processing cannabis concentrates and extracts, change the remainder of the building to recreational marijuana growing, and modify the parking lot striping at 2979-2999 19th Street SE subject to the following conditions of approval:

Condition 1: The extraction process shall be performed as described in the applicant's written statement included as **Attachment C**.

Condition 2: The applicant shall install a security barrier at least 8 feet tall along the rear property line but outside of the abutting railroad-owned property (Tax Lot 073W35CD01400) and fences or walls at least 6 feet tall enclosing the north and south side yards.

Condition 3: The proposed development shall be in substantial conformance with the approved site plan included as **Attachment B**, as modified by the conditions of approval.

Condition 4: If the cost of tenant improvements compared to the value of the original

building constitutes a substantial improvement, as defined in SRC 601.005, the building must be brought into compliance with the requirements of SRC Chapter 601.

Condition 5: The applicant shall either (1) shift the ADA space and the striped area on the passenger side to the north so that a drive aisle at least 24 feet wide is maintained between the striped area and the nearest landscape area or (2) provide pavement markings and signage to indicate that the southern driveway is a one-way exit.

Condition 6: Provide 4 bicycle parking spaces meeting the standards of SRC 806.060.

BACKGROUND

On January 26, 2018, a conditional use permit application was submitted to establish a cannabis extraction facility within an existing building on the subject property and change the use of the remainder of the building to recreational marijuana growing. On March 9, 2018, a site plan review application was submitted to change the uses and to modify the parking lot striping. The applications were deemed complete for processing on April 2, 2018.

The public hearing before the City of Salem Hearings Officer is scheduled for April 25, 2018, at 5:30 p.m. in the Community Development Department Room 305, located at 555 Liberty Street SE. Notice of public hearing was sent by mail to surrounding property owners pursuant to Salem Revised Code (SRC) requirements on April 5, 2018. Public hearing notice was posted on the property by the applicant on April 13, 2018 pursuant to SRC requirements.

PROPOSAL

The applicant is requesting a Conditional Use Permit and Site Plan Review approval to allow a heavy manufacturing use within an existing building for property located at 2715 19th Street SE (**Attachment A**). The property also includes a proposed recreational marijuana grow site in the remainder of the existing building. The proposed site plan is included as **Attachment B**.

APPLICANT'S STATEMENT

The applicant's statement addressing the applicable approval criteria for the consolidated request is included as **Attachment C**.

FACTS AND FINDINGS

1. Salem Area Comprehensive Plan (SACP) designation

The Salem Area Comprehensive Plan (SACP) map designation for the subject property is "Industrial." The subject property is within the Urban Growth Boundary and the Urban Service Area.

2. Zoning

The subject property is zoned IG (General Industrial). The proposed marijuana extraction use is classified as a heavy manufacturing use.

The zoning of surrounding properties includes:

North: IG (General Industrial)
South: IG (General Industrial)
East: Across 19th Street SE, IG (General Industrial)
West: IG (General Industrial)

3. Site Analysis

The subject property is approximately 0.94 acres in size and is developed with an existing 14,250 square foot building. The proposed heavy manufacturing use will occupy a space of approximately 375 square feet within the building.

The subject property is located on a lot west of 19th Street SE. Surrounding properties are zoned IG (General Industrial).

4. Neighborhood and Citizen Comments

The subject property is located within the Southeast Salem Neighborhood Association (SESNA). Notice was provided to SESNA and surrounding property owners within 250 feet of the subject property. As of the time of writing this staff report, no written comments were received from the neighborhood association.

A comment was received from a nearby property owner expressing the concerns summarized below.

- Tenants in an industrial building complex downwind of the proposed cannabis business are potentially subject to the noxious odors of the processing and growing operations. The potentially strong odors could impact business operations through lost customers and revenues. Past experience in other cities at similar properties shows that noxious odors still emanate despite a filtration system. Employees and customers from nearby businesses often complain of headaches and nausea amongst other adverse effects.

Staff Response: The proposed extraction process will be located indoors and will operate with a carbon dioxide system that will mitigate odors. The proposed grow facility is subject to special use standards that require all

production to be conducted indoors and use an air filtration system to ensure that odor impacts upon neighboring properties are minimized. If the proposal is approved and odors affect other properties, the odors may be reported to the city's Compliance Services division as a zoning violation. The City will investigate and take enforcement action as necessary.

- Property values may be adversely affected, as has already happened with neighboring properties to marijuana growing operations in other cities, along with possible difficulty to lease to future tenants when vacancy occurs.

Staff Response: The criteria for approval of the conditional use application do not require a demonstration that property values will not be adversely affected. The zoning code allows the proposed uses, provided that they conducted in accord with the conditions of approval and special use standards to reduce and mitigate the negative impacts of the proposed uses.

5. City Department and Public Agency Comments

The Building and Safety Division commented that they have no zoning authority over the conditional use and that there are no apparent site plan issues.

The Fire Department commented that they have no concerns with the zoning issue or site plan at this time and will address any issues related to the extraction process at the time of the building permit review.

PGE provided the following comments: "Development cost per current tariff and service requirements."

The Public Works Department has reviewed the proposal and provided a memorandum (**Attachment D**). They also commented that they have no conditions for the conditional use application, but they notified the applicant by email that there are floodplain development implications that may impact the proposed development at the time of building permit application:

- There is an existing floodway and floodplain located on the property as designated on the Federal Emergency Management Agency floodplain maps. Development within the floodplain requires a floodplain development permit and is subject to the requirements of Salem Revised Code (SRC) Chapter 601. If the proposed improvements to the existing building meet the definition of a substantial improvement, as defined in SRC 601.005, the building must be brought into compliance with the current floodplain overlay zone regulations in SRC Chapter 601. The existing building was built prior to adoption of the City of Salem floodplain ordinance, so staff is concerned that the building may not be in current compliance.

- At the time of building permit application, the proposed improvement valuation will need to be provided. If the applicant has a rough estimate of the improvement valuation now, staff can determine if the proposal meets the definition of a substantial improvement and will require additional mitigation.

David R Smith of the Oregon Department of Transportation (ODOT) Rail & Public Transit Crossing Safety Unit reviewed the proposal and commented:

- It is strongly recommended that the development install a physical barrier between the property and the railroad right-of-way (off of railroad property) to assist in the prevention of trespassing. An example of the typical class I railroad in Oregon (UPRR/BNSF) barrier fencing detail is attached (**Attachment E**).

Staff Response: The criteria for the conditional use require that reasonably likely adverse impacts of the use on the neighborhood can be minimized through the imposition of conditions. Because an increase in trespassing is a possible adverse impact of a cannabis extraction facility, security measures such as additional fencing are a reasonable condition. In this case, the subject property abuts a tax lot owned by the Union Pacific Railroad Company, and the railroad right-of-way is approximately 25 feet from the subject property. Staff is recommending a barrier fence as a condition of approval in the analysis of the criteria in Section 6.

6. Analysis of Conditional Use Criteria

SRC Chapter 240.005(a)(1) provides that:

No building, structure, or land shall be used or developed for any use which is designated as a conditional use in the UDC unless a conditional use permit has been granted pursuant to this chapter.

SRC Chapter 240.005(d) establishes the following approval criteria for a conditional use permit:

Criterion 1:

The proposed use is allowed as a conditional use in the zone.

Staff Finding: Extraction of oil and concentrates from marijuana is classified as a heavy manufacturing use. SRC Chapter 554, Table 554-1 provides that Heavy Manufacturing uses are allowed in the IG (General Industrial) zone with a conditional use permit.

Criterion 2:

The reasonably likely adverse impacts of the use on the immediate neighborhood can be minimized through the imposition of conditions.

Applicant's Statement: The applicant's written statement addressing the conditional use approval criteria is included as **Attachment C**.

Staff Finding: The applicant is proposing an extraction facility within a space approximately 375 square feet in size within an existing building.

Heavy manufacturing uses require a conditional use permit in order to evaluate the impact of a use on surrounding uses in the immediate area. Potential impacts from heavy manufacturing uses include noise, vibration, dust, smoke, fumes or noxious odors.

The applicant's statement describes the carbon dioxide extraction processes involved in extraction for this facility, which will be located indoors and does not employ the use of flammable or combustible materials. As described, the manufacturing process does not involve significant impacts on adjacent properties due to noise, vibration, dust, smoke, fumes or noxious odors, and is not dangerous or polluting. The odor is also limited because the extraction rooms will be equipped with industrial air scrubbers and a filtration system. To ensure that impacts of the manufacturing process are limited, staff recommends the following condition:

Condition 1: The extraction process shall be performed as described in the applicant's written statement included as **Attachment C**.

For cannabis extraction facilities, other potential impacts include an increase in criminal activities and trespassing. The applicant's statement describes the security measures at the site, which include 24-hour video surveillance, alarmed sensors and glass break detectors for all exterior doors, motion sensors in all rooms with cannabis items, and PIN-pads for secured access. No security fence is described in the statement or shown on the site plan. The comments from ODOT strongly recommend a security barrier between the building and the abutting railroad-owned property to assist in the prevention of trespassing, which in turn can help to prevent criminal activity. In order for such a barrier to be effective, additional segments of fencing would be required to enclose the rear as well as the north and south side yards.

Condition 2: The applicant shall install a security barrier at least 8 feet tall along the rear property line but outside of the abutting railroad-owned property (Tax Lot 073W35CD01400) and fences or walls at least 6 feet tall enclosing the north and south side yards.

The development, as proposed and with the recommended conditions of

approval below, minimizes reasonably likely adverse impacts of the use on the adjacent tenants and neighboring uses.

Criterion 3:

The proposed use will be reasonably compatible with and have minimal impact on the livability or appropriate development of surrounding property.

Applicant's Statement: The applicant's written statement addressing the conditional use approval criteria is included as **Attachment C**.

Staff Finding: The proposed extraction and processing facilities would be located in an existing building within an industrial zone, and the surrounding businesses are similar in impacts. No alterations to the exterior of the building are proposed.

As proposed, the use will be reasonably compatible with the surrounding uses and will have minimal impact on the livability or development of surrounding property. To ensure the proposal is in substantial conformance with the use and development presented in the application materials, staff recommends the following condition of approval:

Condition 3: The proposed development shall be in substantial conformance with the approved site plan included as **Attachment B**, as modified by the conditions of approval.

7. Analysis of Class 3 Site Plan Review Approval Criteria

SRC 220.005(f)(3) establishes the following criteria for a Class 3 Site Plan Review:

Criterion 1:

The application meets all applicable standards of the UDC.

Finding: The project includes a proposed change of use of 375 square feet of an existing building for a cannabis extraction facility and a change of use to a recreational marijuana production facility within the remainder of the 14,250-square foot building.

The development, as proposed and conditioned, meets all standards of the UDC.

Development Standards – IG (General Industrial) Zone:

SRC 554.005(a) - Uses:

Except as otherwise provided in Chapter 554, the permitted, special, conditional and prohibited uses in the IG zone are set forth in Table 554-1.

Finding: The proposed use involves the extraction of products from marijuana. The extraction process is classified as a heavy manufacturing use in SRC Chapter 400.

Within the IG zone, heavy manufacturing is listed as a Conditional Use. Findings addressing the Conditional Use Permit criteria are included in Section 6 of this report.

The remainder of the building is proposed to be changed to a recreational marijuana production facility, which is classified as a special use within the IG zone, subject to SRC 700.035. Where designated as a special use, marijuana production shall comply with the additional standards set forth in this section.

- (a) Marijuana production shall be conducted indoors.
- (b) The marijuana production facility must utilize an air filtration system to ensure that odor impacts upon neighboring properties are minimized.

The proposed facility would comply with the special use standards.

SRC 554.010(a) – IG Zone Lot Standards:

There are no minimum lot area or dimension requirements in the IG zone. All uses are required to have a minimum of 16 feet of street frontage.

Finding: The subject property is located on a property with approximately 250 feet of street frontage.

SRC 554.010(b) – IG Zone Setbacks:

North: Adjacent to the north is an IG (General Industrial) zone. There is no building setback required adjacent to an IG zone; vehicle use areas require a minimum 5 foot setback.

South: Adjacent to the south is an IG (General Industrial) zone. There is no building setback required adjacent to an IG zone; vehicle use areas require a minimum 5 foot setback.

East: Adjacent to the east is the right-of-way of 19th Street SE. There is a 5-foot building setback and a 6- to 10-foot vehicle use area setback.

West: Adjacent to the west is an IG (General Industrial) zone. There is no building setback required adjacent to an IG zone; vehicle use areas require a minimum 5 foot setback.

Finding: The proposed development includes an interior tenant improvement and change of use within an existing building and restriping of several spaces in the existing, paved parking lot. There is no change to the building footprint or pavement area in the existing parking lot.

SRC 554.010(c) - Lot Coverage, Height:

There is no maximum lot coverage standard. The maximum height in the IG zone is 70 feet.

Finding: The proposed development does not modify the lot coverage or height of the existing building. The proposed development complies with the lot coverage and maximum height standards of the IG zone.

SRC 554.010(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 proposed development includes an interior tenant improvement and change of use within an existing building. Landscaping is not required for the proposed development.

Floodplain Overlay Zone

SRC Chapter 601 regulates development in floodplains.

Finding: The subject property is designated on the Federal Emergency Management Agency floodplain maps as a Zone "AE" floodplain. Development within the floodplain requires a floodplain development permit and is subject to the requirements of SRC Chapter 601. If the cost of tenant improvements compared to the value of the original building constitutes a substantial improvement, as defined in SRC 601.005, the building must be brought into compliance with the requirements of SRC Chapter 601.

Condition 4: If the cost of tenant improvements compared to the value of the original building constitutes a substantial improvement, as defined in SRC 601.005, the building must be brought into compliance with the requirements of SRC Chapter 601.

Off-Street Parking, Loading, and Driveways

SRC 806.005 - Off-Street Parking; When Required.

Off-street parking shall be provided and maintained for 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.

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 number of off-street parking spaces required for a heavy manufacturing use is the greater of 0.75 spaces per employee or 1 space per 5,000 square feet of floor area. The minimum number of off-street parking spaces required for an agriculture use, including recreational marijuana production, is 5 spaces when retail sales are involved.
- 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 in the SRC, off-street parking shall not exceed the amounts set forth in Table 806-2.

Finding: According to the site plan, the proposed heavy manufacturing use will have two employees, requiring a minimum of two off-street parking spaces ($2 \times 0.75 = 1.5$, rounding up to 2). The grow facility will have four employees. No spaces are required for the marijuana production (grow) facility because no retail sales are proposed on the site. Therefore, a total of two spaces is required, and a maximum of 2.5 parking spaces would be allowed ($2 \times 2.5 = 5$). The existing off-street parking area has 17 spaces, and the proposed modification of the parking area would result in 17 spaces. The excess parking spaces are legally nonconforming. None of the parking spaces are depicted on the site plan as compact spaces. Carpool/vanpool spaces are not required for the proposed uses.

SRC 806.035 - Off-Street Parking and Vehicle Use Area Development Standards.

Unless otherwise provided under the UDC, off-street parking and vehicle use areas, other than driveways and loading areas, for uses or activities other than Single Family and Two Family shall be developed and maintained as provided in this section.

- a) *General Applicability.* The off-street parking and vehicle use area development standards set forth in this section apply to:
 - 1. The development of new off-street parking and vehicle use areas.
 - 2. The expansion of existing off-street parking and vehicle use areas, where additional paved surface is added.
 - 3. The alteration of existing off-street parking and vehicle use areas, where the existing paved surface is replaced with a new paved surface; and
 - 4. The paving of an un-paved area.

Finding: The proposed development includes restriping of the existing parking

spaces to create an accessible space and access aisle to the building. The proposed ADA space appears to meet the applicable dimensional standards including a drive aisle width of 24 feet, but the striped area on the passenger side of the ADA space is approximately 17 feet from the nearest curbed landscape area. In order to meet dimensional standards for the drive aisle width, the following condition is required:

Condition 5: The applicant shall either (1) shift the ADA space and the striped area on the passenger side to the north so that a drive aisle at least 24 feet wide is maintained between the striped area and the nearest landscape area or (2) provide pavement markings and signage to indicate that the southern driveway is a one-way exit.

Bicycle Parking

SRC 806.045 - 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.

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.

Uses in the heavy manufacturing use category require the greater of 4 bicycle parking spaces or one space per 10,000 square feet of floor area. Uses in the agriculture use category require 2 bicycle parking spaces when retail sales are involved.

Finding: The proposed heavy manufacturing use would occupy approximately 375 square feet within the existing building, and 4 bicycle parking spaces are required for the proposed use. The site plan indicates bicycle parking spaces, but staff cannot determine if they meet the standards because the primary building entrance is not marked. The following condition is required:

Condition 6: Provide 4 bicycle parking spaces meeting the standards of SRC 806.060.

SRC 806.060 – Bicycle Parking Development Standards

Unless otherwise provided under the UDC, bicycle parking areas shall be developed and maintained as set forth in this section.

- a) Location. Bicycle parking areas shall be located within a convenient distance of, and shall be clearly visible from, the primary building entrance. In no event shall bicycle parking areas be located more than 50 feet from the primary building entrance.
- b) Access. Bicycle parking areas shall have direct and accessible access to

the public right-of-way and the primary building entrance.

- c) Dimensions. Bicycle parking spaces shall be a minimum of 6 feet by 2 feet, and shall be served by a minimum 4-foot-wide access aisle.
- d) Bicycle Racks. Where bicycle parking is provided in racks, the racks may be floor, wall, or ceiling racks. Bicycle racks shall accommodate the bicyclist's own locking device.

Finding: The proposed bicycle parking spaces for the building must meet the requirements of SRC 806.060.

Off-Street Loading Area

SRC 806.065 - General Applicability.

Off-street loading areas shall be provided and maintained for 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.

SRC 806.075 - Amount of Off-Street Loading.

No loading space is required for a heavy manufacturing use under 5,000 square feet or for an agriculture use.

Finding: The proposed change of use does not increase the floor area of the existing building, and does not result in a greater number of off-street loading spaces required for the existing building.

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.

No protected trees have been identified on the site plan for removal.

SRC 809 - Wetlands: According to the Salem-Keizer Local Wetland Inventory (LWI), there are no mapped wetlands on the subject property. There are hydric soils and hydric soil inclusions. No improvements to the exterior of the building are proposed, and no wetland permit is required.

SRC 810 - Landslide Hazards: A geological assessment or report is required when regulated activity is proposed in a mapped landslide hazard area. There are no areas of mapped landslide points on the property. The applicant's proposal does not alter the existing building foundation, and does not include a building addition, therefore no activity points are assigned to the proposed

development. No geological assessment is required for the proposed development.

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 SRC 803.040(a); therefore, no right-of-way dedication or street improvements are required.

Criterion 3:

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

Finding: The driveway access onto 19th Street SE provides for safe turning movements into and out of the property.

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 utility plan for this site. The water, sewer, and storm infrastructures are available within surrounding streets/areas and appear to be adequate to serve the proposed development.

RECOMMENDATION

Based upon the Facts and Findings contained in this staff report, staff recommends that the Hearings Officer APPROVE the request for a consolidated conditional use and site plan review to change 375 square feet of an existing 14,250-square foot building to a Heavy Manufacturing use for processing cannabis concentrates and extracts, change the remainder of the building to recreational marijuana growing, and modify the parking lot striping at 2979-2999 19th Street SE, subject to the following conditions of approval:

Condition 1: The extraction process shall be performed as described in the applicant's written statement included as **Attachment C**.

Condition 2: The applicant shall install a security barrier at least 8 feet tall along the rear property line but outside of the abutting railroad-owned property (Tax

Lot 073W35CD01400) and fences or walls at least 6 feet tall enclosing the north and south side yards.

Condition 3: The proposed development shall be in substantial conformance with the approved site plan included as **Attachment B**, as modified by the conditions of approval.

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Condition 6: Provide 4 bicycle parking spaces meeting the standards of SRC 806.060.

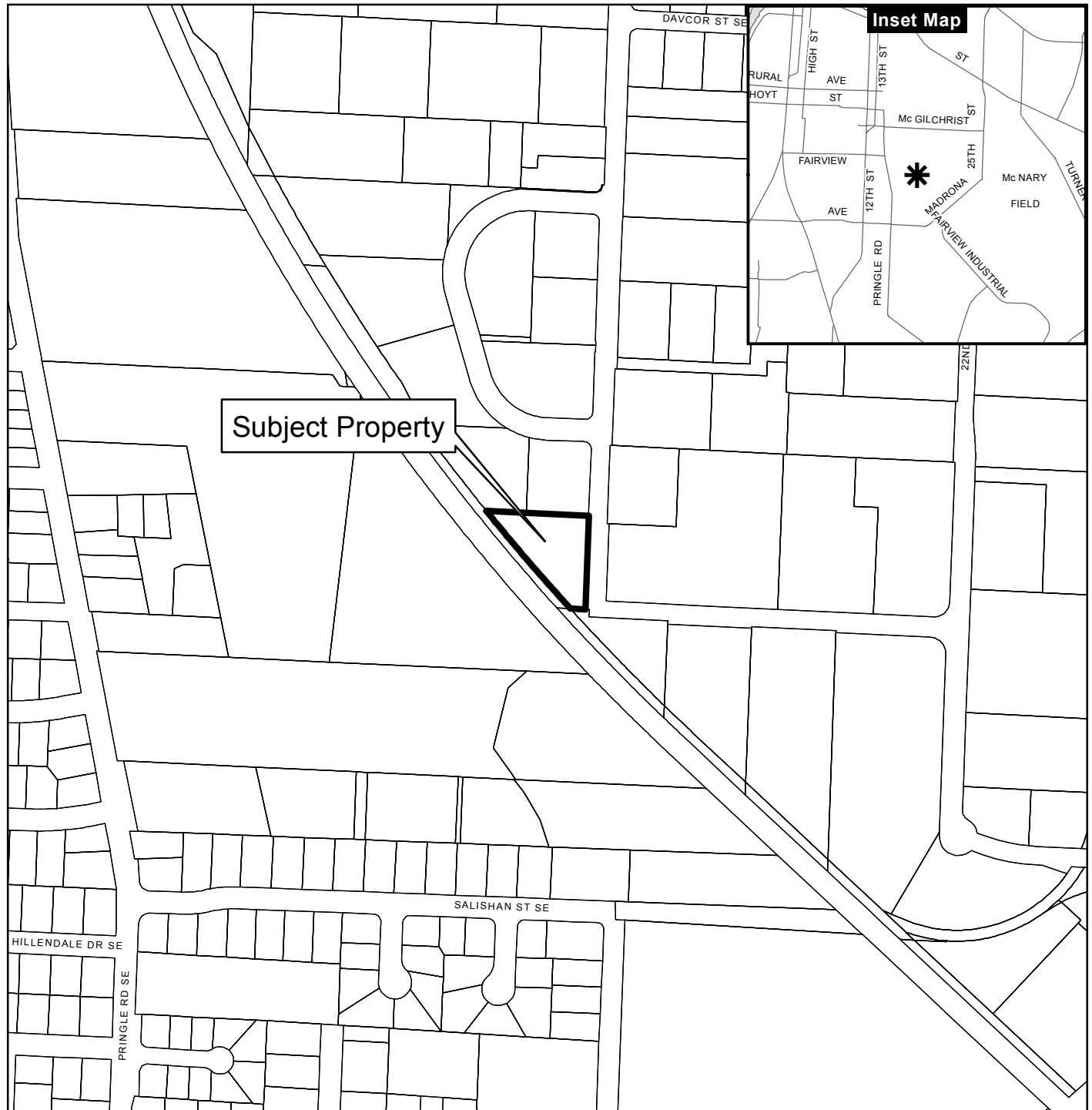
Prepared by Pamela Cole, Planner II

Application Deemed Complete Date: April 2, 2018

State Mandated Decision Date: July 31, 2018

Attachments: A. Vicinity Map
B. Proposed Site Plan
C. Applicant's Statement
D. Public Works Memo
E. Oregon Department of Transportation Barrier Example

Vicinity Map 2999 19th Street SE



Legend

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

Parks

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Community Development Dept.

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0 100 200 400 Feet



SITE PLAN NOTES:

- 1 EXISTING PARKING
- 2 PROPERTY LINE, ASSUMED LOCATION.
- 3 EXISTING DRIVEWAY.
- 4 EXISTING STREET LANDSCAPING.
- 5 EXISTING WALKWAY BETWEEN PARKING AND BUILDING.
- 6 EXISTING PAVED AREA.
- 7 EXISTING FRONT ENTRY.
- 8 ADA PARKING SPACE
- 9 DRAIN

SITE PLAN LEGEND:

- EXISTING SIDEWALK
- EXISTING LANDSCAPING
- EXISTING PARKING PAVING
- ADA UNLOADING AREA
ADA RAMP
- EXTRACTION:
375 s.f.
- PRODUCER/GROW:
7332 s. f.
- BICYCLE PARKING

ADDITIONAL INFORMATION:

TOTAL NUMBER OF EMPLOYEES FOR GROW: 4
TOTAL NUMBER OF EMPLOYEES FOR EXTRACTION: 2

NO LOADING DOORS OR SPACES
NO FENCE

STUDIO

3

ARCHITECTURE
INCORPORATED

222 COMMERCIAL ST. NE
SALEM, OR 97301-3410
503.390.6500
www.studio3architecture.com

REGISTERED ARCHITECT

3908

LEONARD LODDER

SALEM, OREGON

STATE OF OREGON

IN THE EVENT CONFLICTS ARE DISCOVERED
BETWEEN THE ORIGINAL SIGNED AND SEALED
DOCUMENTS PREPARED BY THE ARCHITECTS
AND/OR THEIR CONSULTANTS, AND ANY COPY OF
THE DOCUMENTS TRANSMITTED BY MAIL, FAX,
ELECTRONICALLY OR OTHERWISE, THE ORIGINAL
SIGNED AND SEALED DOCUMENTS SHALL GOVERN.

PROJECT # 2017-015
DATE: 31MARCH 2017
REVISIONS

A L B I O N F A R M S

2999 19TH ST SE, SALEM, OREGON

SHEET

A1





Albion Farms

2999 19th St. SE Salem, OR 97302

03/06/2018

To Whom it May Concern

Re: Conditional Use Permit Application

Albion Farms is a Licensed Tier II Cannabis Producer in Salem, Oregon. Our building is located in a General Industrial zone, and we are applying for a Conditional Use Permit which would allow Heavy Manufacturing at our existing facility. We are currently pursuing a license for processing cannabis at this same facility via a CO2 extraction method.

Heavy Manufacturing is an allowed conditional use in this zone. The potential impacts on the immediate neighborhood will be minimized through safeguards in place at the facility. Albion Farms is monitored by 24-hour video surveillance, backed up off-site for 90 days and remotely accessible by the CEO and Director of Operations. The video covers all grow rooms, all proposed extraction rooms, all doors and windows with exterior access, as well as all locations cannabis products are stored. The video is color and full night vision capable, with notifications sent to CEO and Director of Operations in the event of video failure. In addition, all exterior doors are equipped with alarmed sensors and glass break detectors, monitored by a 24-hour security group. Each room with cannabis items is also equipped with motion sensors, notifying CEO and Director of Operations in the event of any sensors being tripped. The interior of the facility and all grow rooms are accessible through a secured pin-pad and only authorized personal are permitted. All guests are checked in upon entering and exiting the facility.

Each grow room is, and the rooms for processing will be, equipped with industrial air scrubbers and a filtration system to greatly minimize odors escaping the facility. All video monitoring, security systems and filtration systems have been inspected by and meet or exceed OLCC standards for operation. The proposed extraction/processor addition will be in line with our current security and filtration systems. The method of extraction to be used will utilize CO2 extraction technology, which does not employ the use of flammable or combustible materials.

Albion Farms is located on 19th street off McGilchrist. In our neighborhood there are a variety of businesses including mechanical, steel works and electrical supplies whom we interact with regularly. Our immediate neighborhood also includes two other cannabis producer/processor facilities. Albion Farms is a fitting addition to the surrounding neighborhood, there are no planned alterations to the outside of the building that would impact the surrounding properties.

Thank you for your time in reviewing our application. Albion Farms prides ourselves in creating a culture of sustainability through our competitive wage, diverse group of employees including person(s) with disabilities, veterans and seniors. We purchase our nutrients, soil, and supplies from local businesses to continue driving local Oregon commerce.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Miryke Clarkson', with a stylized, cursive script.

Miryke Clarkson

Albion Farms

Director of Operations

miryke.clarkson@albionfarms.com

503.707.2871



Albion Farms

2999 19th St. SE Salem, OR 97302

03/08/2018

To Whom it May Concern

Re: Class 3 Site Plan Review

Albion Farms is an OLCC Licensed Tier II Cannabis Producer in Salem, Oregon. We are submitting our Land Use Application for a Class 3 Site Plan Review as part of the process to get our occupancy changed for an existing building/property.

Our building was previously the location of a high-tech electronics manufacturing facility who employed 25+ employees and distributed electronics parts. We are seeking the appropriate *conditional use and occupancy changes that would allow us to add cannabis processing at our facility*, which already had its infrastructure; physical building, plumbing, major electrical, landscaping, irrigation, parking lot etc. in place prior to Albion Farm's leasing of the building, which we are seeking to get zoned and occupancy changed accordingly.

A TGE Form was submitted for this location. We are submitting our site plan as drawn with all applicable information noted. The only planned changes to our site plan as drawn will be the repainting of our existing parking lot to more clearly mark and comply with handicapped parking accessibility. We have included with our paperwork the quote of work the paving company who will be doing the work once weather permits. Our plans will be updated at that time to indicate bicycle parking, handicapped parking stalls and accessible routes of travel including ramp(s).

Existing conditions plans are not available. The conditions of the building as submitted on the Site Plan are the conditions of the building upon leasing. There will be no major changes to the facility with the addition of processing, only installation of hand operated mechanical equipment. The addition of processing at this facility will not impact the capacity needs for water services.

We appreciate your time in reviewing our application. Albion Farms prides ourselves in creating a culture of sustainability through our competitive wage, diverse group of employees including

person(s) with disabilities, veterans and seniors. We purchase our nutrients, soil, and supplies from local businesses to continue driving local Oregon commerce.

Thank you for your time and consideration. I look forward to hearing from you and am happy to provide additional information you may need.

Sincerely,

A handwritten signature in black ink, appearing to read 'Miryke Clarkson', written in a cursive style.

Miryke Clarkson

Albion Farms

Director of Operations


miryke.clarkson@albionfarms.com

503.707.2871



MEMO

TO: Pamela Cole, Planner II
Community Development Department

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

DATE: April 16, 2018

SUBJECT: PUBLIC WORKS RECOMMENDATIONS
CLASS 3 SITE PLAN REVIEW 18-03 (18-105996-RP)
2999 19th STREET SE
CONDITIONAL USE AND SITE PLAN FOR OLCC CANNABIS
FACILITY

PROPOSAL

Conditional Use and Class 3 Site Plan Review to change 375 square feet of an existing 14,250-square-foot building to a Heavy Manufacturing use for processing cannabis concentrates and extracts, change the remainder of the building to recreational marijuana growing, and modify the parking lot striping, all on a 0.94-acre property located in the IG (General Industrial) zone at 2979-2999 19th Street SE (Marion County Assessor Map and Tax Lot 083W02BA00300).

SUMMARY OF FINDINGS

An existing floodplain is located on the subject property as designated on the Federal Emergency Management Agency (FEMA) floodplain maps. Development within the floodplain requires a floodplain development permit and is subject to the requirements of *Salem Revised Code* (SRC) Chapter 601. If the cost of tenant improvements compared to the value of the original building constitutes a substantial improvement, as defined in SRC 601.005(ff), the building must be brought into compliance with the requirements of SRC Chapter 601.

FACTS

Streets

1. 19TH Street SE

- a. Existing Conditions—This street has an approximate 30-foot improvement within a 55-foot-wide right-of-way abutting the subject property.

- b. Standard—This street is designated as a Local street in the *Salem Transportation System Plan* (Salem TSP). The standard for this street classification is a 30-foot-wide improvement within a 60-foot-wide right-of-way.

Storm Drainage

1. Existing Condition

- a. A 21-inch storm main is located in 19th Street SE.

Water

1. Existing Conditions

- a. The subject property is located in the G0 water service level.
- b. A 12-inch water main is located in 19th Street SE. Mains of this size generally convey flows of 2,100 to 4,900 gallons per minute.

Sanitary Sewer

1. Existing Condition

- a. A 12-inch sewer line is located in 19th Street SE. Mains of this size generally convey flows of 2,100 to 4,900 gallons per minute.

CRITERIA AND FINDINGS

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

Criteria: The application meets all applicable standards of the Unified Development Code (UDC).

Finding: The subject property is designated on the Federal Emergency Management Agency floodplain maps as a Zone “AE” floodplain. Development within the floodplain requires a floodplain development permit and is subject to the requirements of SRC Chapter 601. If the cost of tenant improvements compared to the value of the original building constitutes a substantial improvement, as defined in SRC 601.005(ff), the building must be brought into compliance with the requirements of SRC Chapter 601.

Criteria: 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 SRC 803.040(a); therefore, no right-of-way dedication or street improvements are required.

No special setback is required along 19th Street SE because the existing half-width right-of-way adjacent to the subject property meets the standard for a local street.

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

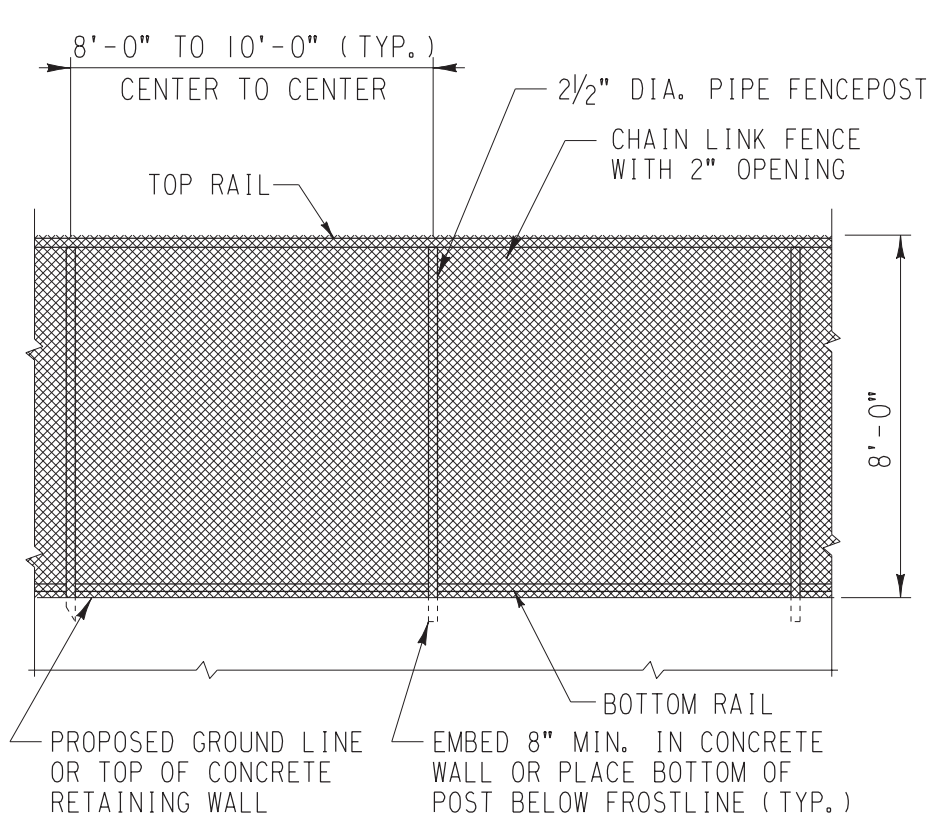
Finding: The driveway access onto 19th Street SE provides for safe turning movements into and out of the property.

Criteria: The proposed development will be adequately served with City water, sewer, storm drainage, and other utilities appropriate to the nature of the development.

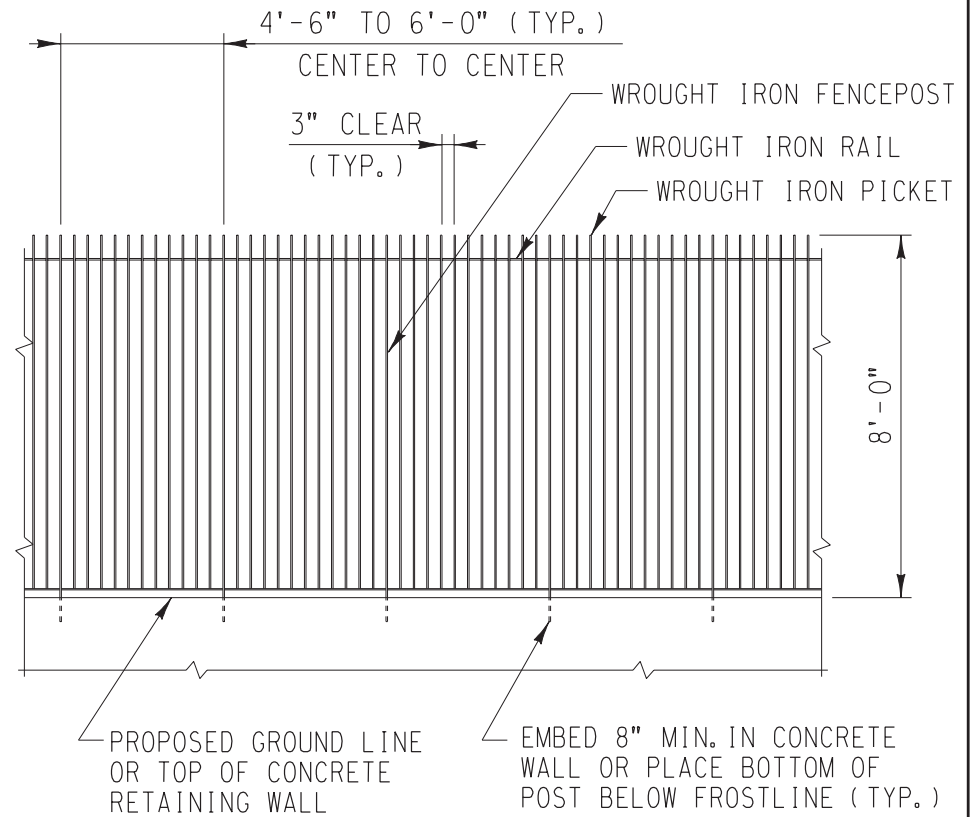
Finding: The Public Works Department has reviewed the applicant's preliminary utility plan for this site. The water, sewer, and storm infrastructures are available within surrounding streets / areas and appear to be adequate to serve the proposed development.

Prepared by: Sarah Wirfs, Program Coordinator
cc: File

Attachment E



CHAIN LINK FENCE





WROUGHT IRON PICKET FENCE

FENCE ELEVATION

SCALE: $\frac{3}{16}'' = 1'-0''$

REVISIONS		
DATE	LTR.	DESCRIPTION
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/		
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DESIGN BY: RAF	DRAWN BY: FJS	CHECKED BY: KHJ
APPROVED:		
<i>K.H. Tennison</i>		
BNSF - ASSISTANT DIRECTOR STRUCTURES DESIGN		
<i>George J. Meyn</i>		
UPRR - MGR SPECIAL PROJECTS STRUCTURES DESIGN		

 	
BRIDGE STANDARDS RIGHT-OF-WAY FENCING	
FENCE DETAILS	
FILE OWNER: UPRR	DATE: 1/24/07
PLAN NO.: 711000	SHEET: 1

PLOTTED: 3/30/2007 2:53:20 PM