



## SALEM PLANNING COMMISSION COMMUNITY DEVELOPMENT DEPARTMENT

Si necesita ayuda para comprender esta información, por favor llame 503-588-6173.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-588-6173 (TTD/TTY 503-588-6439) at least two business days in advance.

### SALEM PLANNING COMMISSION

#### Commission Members

Dan Augustyn  
Daisy Goebel  
Chane Griggs, President  
Lisa Heller  
Casey Kopcho  
Ian Levin, Vice-President  
Michael Slater

#### City Staff

Lisa Anderson-Ogilvie, AICP, Deputy  
Director and Planning Administrator  
Thomas Cupani, Deputy City Attorney  
Olivia Dias, Current Planning Manager  
Shelby Guizar, Admin Analyst

**Next Meeting:** February 15, 2022

<http://www.cityofsalem.net/Pages/salem-planning-commission.aspx>

***\*\*Declare potential or actual conflicts of interest prior to each item on the agenda.***

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

### DIGITAL MEETING AGENDA

Tuesday, February 1, 2022

5:30 PM – 7:30 PM

ONLINE

Staff Reports and presentations for this meeting will be available at this link, see "Agendas and Meeting Minutes":

<https://www.cityofsalem.net/Pages/salem-planning-commission.aspx>

### DIGITAL MEETING ACCESS:

To view this meeting LIVE on YouTube, please visit this link with your computer, tablet, or smartphone by clicking this link:

<https://bit.ly/planningpublicmeetings>

TO PROVIDE WRITTEN TESTIMONY AT THIS MEETING: Email written testimony to the Case Manager or mail to City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. We recommend you email comments to ensure receipt before the public hearing.

TO SIGN UP TO PROVIDE IN-PERSON TESTIMONY: You may provide testimony digitally at the public hearing. To sign up to provide live testimony during a public hearing, please email [SGuizar@cityofsalem.net](mailto:SGuizar@cityofsalem.net) or call 503-540-2315 by February 1, 2022 at 3:00 p.m.

*The City of Salem and the Salem Planning Commission thanks you for your support in slowing the spread of COVID-19 by attending this public meeting digitally.*

To submit written comments for items not on the agenda please contact Shelby Guizar, Administrative Analyst I, at [SGuizar@cityofsalem.net](mailto:SGuizar@cityofsalem.net) or 503-540-2315.

# SALEM PLANNING COMMISSION – MEETING AGENDA

Tuesday, February 1, 2022

5:30 PM – 7:30 PM

ONLINE

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1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT (agenda items other than public hearings, deliberations, and the merits of land use issues that are reviewable by the Planning Commission at public hearings)  
*Contact Shelby Guizar at [SGuizar@cityofsalem.net](mailto:SGuizar@cityofsalem.net), 503-540-2315, or City of Salem Planning, Attn: Shelby Guizar, 555 Liberty St SE Rm 305, Salem OR 97301 to provide written testimony or sign up to provide live testimony.*
4. CONSENT CALENDAR (includes approval of minutes, adoption of routine items requiring Commission action)
  - 4.1 Approval of Minutes: January 25, 2022 Minutes (Kopcho)  
**Recommended Action:** Approve
  - 4.2 Resolutions: None
  - 4.3 Action Items: Approval of Order No. CPC-ZC21-04 for Comprehensive Plan Change and Zone Change  
**Recommended Action:** Approve
5. PUBLIC HEARINGS: None
6. SPECIAL ORDERS OF BUSINESS: None
7. INFORMATION REPORTS: None
8. PUBLIC COMMENT (other than agenda items)
9. PLANNING ADMINISTRATOR’S REPORT
10. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER
11. ADJOURNMENT

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## FUTURE AGENDA ITEMS

**NOTE:** *This schedule is tentative and subject to change.*

### February 15, 2022

- **Deliberations Only** Comprehensive Plan Change and Zone Change Case No. CPC-ZC21-06 for 06 for 2100 Block of Doaks Ferry Road NW; Jamie Donaldson, [JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net); Summary: A request for a Minor Comprehensive Plan Map Amendment and Zone Change from RA (Residential Agriculture) and NCMU (Neighborhood Center Mixed Use) to RM-II (Multiple Family Residential).

### March 1, 2022

- Sign Code Work Session; Aaron Panko, [Apanko@cityofsalem.net](mailto:Apanko@cityofsalem.net)

### March 15, 2022

- Our Salem Public Hearing; Eunice Kim, [EKim@Cityofsalem.net](mailto:EKim@Cityofsalem.net)

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## **SALEM PLANNING COMMISSION PUBLIC HEARING PROCEDURES**

THE PROCESS FOR THE PUBLIC HEARING will begin with the staff presentation, followed by the applicant's case presentation (*limited to a total of 15 minutes*), neighborhood organization comments (*limited to a total of 10 minutes*), testimony of persons either in favor or opposition (*limited to 5 minutes each, discretionary*), and a rebuttal opportunity for the applicant (*limited to 5 minutes*), should opposition be raised. The public testimony portion will then be closed and Commission deliberation follows.

THE APPLICANT HAS THE BURDEN OF PROOF to show that the approval criteria can be satisfied by the facts. Opponents may rebut the applicant's testimony by showing alternative facts or by showing that the evidence submitted does not satisfy the approval criteria. Any participant may request that the hearing be continued or that the record be left open for submission of additional evidence or testimony. The Commission may continue the hearing to another date and time, or leave the record open to receive additional evidence or written testimony.

PLANNING COMMISSION DECISIONS are based on the criteria contained in the Salem Revised Code. Applicable criteria for each case, referenced in the public hearing notice and staff report, can be found in the Salem Revised Code. Applications may be approved, conditionally approved, or denied on the basis of conformity with the applicable criteria. Conditions of approval may be placed on an approval to ensure the proposal complies with all applicable portions of the Salem Revised Code.

ALL ISSUES MUST BE RAISED AT THE HEARING. Failure to raise an issue, accompanied by statements or evidence sufficient to afford the parties an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) on that issue. A similar failure to raise constitutional issues relating to any proposed conditions of approval precludes an action for damages in Circuit Court.

Salem Revised Code (SRC) and other informative documents may be accessed online at:  
<http://www.cityofsalem.net/Departments/Legal/Pages/SalemRevisedCodes.aspx>.

Planning Commission agendas and reports online can be found at: <https://www.cityofsalem.net/Pages/salem-planning-commission.aspx>.