



## URBAN RENEWAL AGENCY

### Urban Development Department

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178.

Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available on request. To request accommodations or services, please contact the ADA Liaison at 503-588-6178 or [Urbandev@cityofsalem.net](mailto:Urbandev@cityofsalem.net) at least two business days in advance (TTD/TTY 503-588-6439).\*\*

### Downtown Advisory Board

#### Board Members

Aaron Terpening  
Linda Nishioka, Vice-Chair  
Brad Compton  
Tyson Giza  
Joshua Kay, Chair  
Vincenzo Meduri  
Scott McLeod  
Jordan Truitt  
Charles Weathers

#### City Staff

Sheri Wahrgren, Downtown Revitalization  
Rebecca Ziegler, Project Manager  
Anita Sandoval, Supervisor

[www.cityofsalem.net](http://www.cityofsalem.net)

#### Next Meeting:

July 22, 2021

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 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

### Meeting Agenda

Thursday, June 24, 2021

12:00 p.m. – 1:30 p.m.

\*\*Due to the COVID-19 Pandemic, this meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](https://www.youtube.com/watch?v=...). Please submit written comments on agenda items by 5:00 p.m., or earlier, one day prior to the day of the meeting at [DAB@cityofsalem.net](mailto:DAB@cityofsalem.net).

1. Opening exercises
2. Approval of Agenda
3. Approval of Minutes from May 27, 2021
4. Action Items –
  - a. None
5. Information Reports-
  - a) Guest Speaker – Ward 1 Councilor Stapleton
  - b) Continued Board Meeting Topics Discussion
  - c) Post COVID Downtown Event
  - d) Capital Improvement Grant Exception Requests
6. What's Happening Downtown
7. Adjournment

**MINUTES**  
**Downtown Advisory Board**  
Thursday, May 27, 2021–12:00 P.M.  
**Virtual Meeting**  
[YouTube](#)

**1. CALL TO ORDER**

**Call to Order and Roll Call:** 12:03 PM

**Roll Call:** Aaron Terpening; Brad Compton; Tyson Giza; Joshua Kay-Chair; Linda Nishioka-Vice Chair; Jordan Truitt; Charles Weathers; Vincenzo Meduri; Scott McLeod

**Absent:**

**Staff:** Sheri Wahrgren; Rebecca Ziegler; Anita Sandoval;

**2. APPROVAL OF AGENDA**

**Motion:** Move to approve the agenda for May 27, 2021, amended to add UGM-Saffron Site Redevelopment discussion to the Information Reports.

**Motion by:** Board Member Terpening

**Seconded by:** Board Member Nishioka

**Action:** Approved the agenda for May 27, 2021, as amended.

**Vote:** Aye: Unanimous **Motion PASSES**

**3. APPROVAL OF MINUTES**

**Motion:** Move to approve the Minutes from April 22, 2021, as presented

**Motion by:** Board Member Giza

**Seconded by:** Board Member McLeod

**Action:** Approved the Minutes from April 22, 2021, as presented.

**Vote:** Aye: Unanimous **Motion PASSES**

**4. ACTION ITEMS**

**a.** Downtown Advisory Boards FY 21-22 Parking Fund Budget Communication to Council

**Comments/Questions:** Wahrgren, McLeod, Kay, Nishioka, Meduri

**Motion:** Recommend the FY 21-22 Parking Budget Communication to Council emphasizing the need for paid parking downtown.

**Motion by:** Board Member McLeod

**Seconded by:** Board Member Nishioka

**Action:** Approved

**Vote:** Aye: Unanimous **Motion PASSES**

**5. INFORMATION REPORTS**

**a.** Strategic Project Grant Update - Ziegler

**Comments/Questions:** Wahrgren, Meduri, McLeod

**b.** UGM/Saffron Redevelopment Update- Wahrgren

**Comments/Questions:** Meduri, Nishioka, Kay, Terpening, Weathers, McLeod

**c.** Board Meeting Topics Discussion

**Comments/Questions:** Meduri, Nishioka, Terpening, Ziegler, Truitt, McLeod, Giza, Compton

**6. What's Happening Downtown!**

**a.** Moved to next meeting

**7. ADJOURN – 1:38 p.m.**

**Next Meeting:** June 24, 2021



DOWNTOWN SALEM

---

# OUTDOOR DINING OPTIONS

---

★ SIDEWALK CAFÉ PERMITS ★ ON-STREET PLATFORMS

# Expanded Outdoor Dining Options for Downtown Salem Restaurants: Sidewalk Café and On-Street Platform Program

A Sidewalk Café Permit Program was implemented for Salem businesses to expand seating in the streets in response to the Governor Brown's COVID-19 emergency order in 2020 limiting indoor seating capacity.

Effective October 1, 2021, there will be two outdoor dining options: Sidewalk Café and On-Street Platform Program. Only approved platforms will be allowed to utilize on-street parking for the On-Street Platform Program.

## Sidewalk Café

Businesses interested in placing tables/chairs on the sidewalk need an approved Sidewalk Café Permit.

## Platforms in On-Street Parking Spaces

Businesses interested in a platform in on-street parking spaces to expand outdoor dining capacity need:

- A Platform plan that meets Salem's Platform Guidelines
- An approved Sidewalk Café Permit
- An approved Revocable License to use on-street parking for outdoor dining. Revocable Licenses are available by calling 503-588-6211 x 7323. Revocable License fee is waived the first year.

## Platform Policies

- No more than 6% of the downtown on-street parking inventory can be utilized by platforms at any one time.
  - No more than 4 spaces per business can be used for a platform.
  - Business must be located on the ground floor of a building, adjacent to the dining platform.
  - Business must be open for at least 2 meals per day, 5 days per week.
- \* Applications will be processed in the order received

More information is online: [www.cityofsalem.net/Pages/sidewalk-cafe-on-street-platform-program.aspx](http://www.cityofsalem.net/Pages/sidewalk-cafe-on-street-platform-program.aspx).



# Memo

**To:** Downtown Advisory Board

**From:** Sheri Wahrgren

**Date:** June 24, 2021

**Re:** Topics of Interest List

---

At the May DAB meeting we started a discussion regarding creating a list of potential guest speakers to share information about their organizations interest and role in downtown relating to homelessness. DAB also indicated a purpose of the meetings would be to share information about the roles, goals and priority projects DAB is working on.

The June meeting agenda provides an opportunity to continue this discussion and prioritize the topics you would like to receive information on first.

The following summarizes the topics of interest shared by the board at the May meeting:

- Meeting with Councilor Stapleton
- Meeting with Steve Powers, City Manager
- Meeting with Jimmy Jones, Executive Director Mid-Willamette Valley Community Action Agency
- Nicole Utz, Executive Director, Salem Housing Authority
- Marion County Commissioner
- State of Oregon Representative who works with Social Service Agencies
- Regular updates from City of Salem staff person Gretchen Bennett

[illegible]