

**SALEM HEARINGS OFFICER MINUTES**  
**August 12, 2020**

**Hearings Officer**  
Jim Brewer

**Staff Present**  
Pamela Cole, Planner II  
Zachery Cardoso, Recorder

Hearings Officer Jim Brewer called the meeting to order at 5:30 p.m. City of Salem staff members present were Pamela Cole, Planner II; and Zachery Cardoso, Recorder.

**CONDITIONAL USE / ADJUSTMENT**

- **CASE NO. CU-ADJ20-05; 320 14<sup>th</sup> ST NE; AMANDA NO. 20-108213-ZO, 20-110941-ZO**

**Summary:** An application to convert an existing single-family dwelling to a room and board residence and provide bicycle parking in an existing garage.

**Request:** A conditional use application to convert an existing single-family dwelling at 320 14th Street NE 97301 (Marion County Assessor Map and Tax Lot 073W26BA06800) in the RH (Multiple Family High Rise Residential) zone and Court/Chemeketa Residential Historic District to a room and board residence for 6-10 people, consolidated with Class 2 Adjustments for relief from bicycle parking development standards that require (1) bicycle parking inside a building to be within a convenient distance from, and accessible from, the primary building entrance and (2) bicycle parking to have direct and accessible access to the public right-of-way and the primary building entrance that is free of obstructions and any barriers, such as curbs or stairs, which would require users to lift their bikes in order to access the bicycle parking area.

Mr. Brewer read the applicable criteria into the record. No objection to jurisdiction was raised and the public hearing was opened at 5:33 p.m.

Case Manager Pamela Cole entered the staff report, all attachments, the presentation, and comments submitted by the public into the record and proceeded with the presentation.

**RECOMMENDATION**

Based upon the Facts and Findings contained in this staff report, staff recommends that the Hearings Officer **APPROVE** the request for a conditional use and adjustment application for the proposed development of a room and board residence for 6-10 people and associated bicycle parking on a property approximately 0.2 acres located at 320 14<sup>th</sup> Street NE, subject to the following conditions of approval:

**CONDITIONAL USE:**

**Condition 1:** The Conditional Use approval shall be limited to a room and board facility for 6 to 10 persons operated by a non-profit entity.

**ADJUSTMENT:**

**Condition 2:** The adjusted development standards, as approved in this zoning adjustment, shall only apply to the specific development proposal shown in the attached site plan. Any future development, beyond what is shown in the attached site plan, shall conform to all applicable development standards of the UDC, unless adjusted through a future land use action.

At this time the Hearings Officer had no questions for Staff.

**PERSONS TESTIFYING:**

Applicant: Mark Bulgin, Jennifer Martin, Gretchen Stone with CB Two Architects on behalf of the applicant.

At this time the Hearings Officer had no questions for the applicant.

With no further questions the Hearings Officer closed the public hearing at 5:56 p.m.

At this time, the Hearings Officer left the written record open for the next seven days. Comments are due by August 25, 2020 at 5:00 P.M. The applicant has until September 1, 2020 at 5:00 P.M. to submit rebuttal.

Testifying Parties: Anyone interested in testifying was instructed to email or mail their comments to the case manager by August 25, 2020 by 5:00 P.M. No in person testimony was accepted at this digital hearing.

The meeting ended at 5:57 P.M.

*Prepared by: Zachery Cardoso, August 12, 2020*

*Approved: August 13, 2020*

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