



# NOTICE of FILING

## LAND USE REQUEST AFFECTING THIS AREA

*There is a development proposal for the property listed in this notice and shown on the attached map. The City is seeking input from neighbors on the proposal. If you have questions or comments about the proposal, contact the case manager.*

*Esta carta es un aviso sobre una propuesta de desarrollo para la propiedad enumerada y que se muestra en el mapa adjunto. La ciudad está buscando la opinión de los vecinos sobre la propuesta. Si tiene preguntas o comentarios sobre la propuesta, póngase en contacto con nosotros al 503-588-6213.*

<b>CASE NUMBER:</b>	Class 3 Site Plan Review / Class 2 Adjustment Case No. SPR-ADJ22-42
<b>PROPERTY LOCATION:</b>	845 Bassett St NW, Salem OR 97304
<b>NOTICE MAILING DATE:</b>	October 11, 2022
<b>PROPOSAL SUMMARY:</b>	An application for various site improvements associated with a new food processing facility.
<b>COMMENT PERIOD:</b>	<b>All written comments must be submitted to City Staff no later than 5:00 p.m., Tuesday, October 25, 2022. Please direct any questions and/or comments to the Case Manager listed below. Comments received after the close of the comment period will not be considered. Note: Comments submitted are <u>public record</u>. This includes any personal information provided in your comment such as name, email, physical address and phone number.</b>
<b>CASE MANAGER:</b>	<b>Jamie Donaldson, Planner II</b> , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2328; E-mail: <a href="mailto:jdonaldson@cityofsalem.net">jdonaldson@cityofsalem.net</a>
<b>NEIGHBORHOOD ASSOCIATION:</b>	<i>Neighborhood associations are volunteer organizations of neighbors coming together to make neighborhoods the best they can be. They receive notice of land use applications within their boundaries, and they often submit comments on the applications to the City. Neighborhood association meetings are open to everyone. Contact your neighborhood association to get involved:</i>  West Salem Neighborhood Association, Steven Anderson, Land Use Chair; Email: <a href="mailto:andersonriskanalysis@comcast.net">andersonriskanalysis@comcast.net</a> .
<b>ACCESS:</b>	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
<b>CRITERIA TO BE CONSIDERED:</b>	Salem Revised Code (SRC) Chapter(s) 220.005(f)(3) – Class 3 Site Plan Review; 250.005(d) – Class 2 Adjustment  Salem Revised Code (SRC) is available to view at this link: <a href="http://bit.ly/salemorcode">http://bit.ly/salemorcode</a> . Type in the chapter number(s) listed above to view the applicable criteria.

<b>PROPERTY OWNER(S):</b>	Murlark Properties LLC (Tyrene Bielenberg, Terence C Blackburn, Sean Blackburn)
<b>APPLICANT(S):</b>	Emily Pinkerton, Clutch Industries and Suzy Brackett, Baxters North America
<b>PROPOSAL REQUEST:</b>	<p>A consolidated application for a Class 3 Site Plan Review to renovate an existing warehouse for a new food processing facility, including a 2,620-square-foot building addition and parking lot improvements, with a request for three Class 2 Adjustments to:</p> <ol style="list-style-type: none"> <li>1. Eliminate landscaped setback requirements to the southern property line;</li> <li>2. Eliminate landscaped setback requirements for the west property line of tax lot 1201; and</li> <li>3. Eliminate landscaped setback requirements for the east property line of tax lot 1201.</li> </ol> <p>The subject property is 6.57 acres in size, zoned IG (General Industrial), within the West Salem General Industrial Overlay Zone, and located at 845 Bassett Street NW (Polk County Assessor map and tax lot numbers: 073W21DA / 1200 and 1201).</p>
<b>APPLICATION PROCESS:</b>	<p>Following the close of the Public Comment Period, a decision will be issued and mailed to the applicant, property owner, affected neighborhood association, anyone who submitted written comments, and anyone who received notice of the land use request.</p> <p>Failure to raise an issue in writing prior to the close of the Public Comment Period with sufficient specificity to provide the opportunity to respond to the issue, precludes appeal to the Land Use Board of Appeals (LUBA) on this issue. A similar failure to raise constitutional issues relating to proposed conditions of approval precludes an action for damages in circuit court.</p>
<b>MORE INFORMATION:</b>	All documents and evidence submitted by the applicant are available on the City's online Permit Application Center at <a href="https://permits.cityofsalem.net">https://permits.cityofsalem.net</a> . You can use the search function without registering and enter the permit number listed here: 22-115406. Paper copies can be obtained for a reasonable cost.

**PLEASE PROMPTLY FORWARD A COPY OF THIS NOTICE TO ANY OTHER OWNER, TENANT OR LESSEE**

**For more information about Planning in Salem:**

<http://www.cityofsalem.net/planning>

*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, and related statutes and regulations, in all programs and activities. 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 upon request. To request such an accommodation or interpretation, contact the Community Development Department at 503-588-6173 at least three business days before this meeting or event.*

TTD/TTY telephone 503-588-6439 is also available 24/7

# REQUEST FOR COMMENTS

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

**REGARDING:** Class 3 Site Plan Review / Class 2 Adjustment Case No. SPR-ADJ22-42

**PROJECT ADDRESS:** 845 Bassett St NW, Salem OR 97304

**AMANDA Application No.:** 22-115406-PLN

**COMMENT PERIOD ENDS:** Tuesday, October 25, 2022 at 5:00 P.M.

**SUMMARY:** An application for various site improvements associated with a new food processing facility.

**REQUEST:** A consolidated application for a Class 3 Site Plan Review to renovate an existing warehouse for a new food processing facility, including a 2,620-square-foot building addition and parking lot improvements, with a request for three Class 2 Adjustments to:

1. Eliminate landscaped setback requirements to the southern property line;
2. Eliminate landscaped setback requirements for the west property line of tax lot 1201; and
3. Eliminate landscaped setback requirements for the east property line of tax lot 1201.

The subject property is 6.57 acres in size, zoned IG (General Industrial), within the West Salem General Industrial Overlay Zone, and located at 845 Bassett Street NW (Polk County Assessor map and tax lot numbers: 073W21DA / 1200 and 1201).

The Planning Division is interested in hearing from you about the attached proposal. Staff will prepare a Decision that includes consideration of comments received during this comment period. We are interested in receiving pertinent, factual information such as neighborhood association recommendations and comments of affected property owners or residents. The complete case file, including all materials submitted by the applicant and any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports, are available upon request.

**Comments received by 5:00 p.m., Tuesday, October 25, 2022,** will be considered in the decision process. Comments received after this date will be not considered. *Comments submitted are public record. This includes any personal information provided in your comment such as name, email, physical address and phone number. Mailed comments can take up to 7 calendar days to arrive at our office. To ensure that your comments are received by the deadline, we recommend that you e-mail your comments to the Case Manager listed below.*

**CASE MANAGER:** Jamie Donaldson, Planner II, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: 503-540-2328; E-Mail: [jdonaldson@cityofsalem.net](mailto:jdonaldson@cityofsalem.net).

For information about Planning in Salem, please visit: <http://www.cityofsalem.net/planning>

**PLEASE CHECK THE FOLLOWING THAT APPLY:**

1. I have reviewed the proposal and have no objections to it.
2. I have reviewed the proposal and have the following comments: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Name/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

**IMPORTANT: IF YOU MAIL COMMENTS, PLEASE FOLD AND RETURN THIS POSTAGE-PAID FORM**



NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES

**BUSINESS REPLY MAIL**  
FIRST-CLASS MAIL PERMIT NO. 1508 SALEM, OR

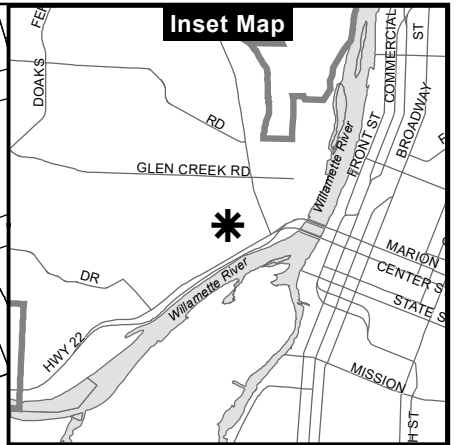
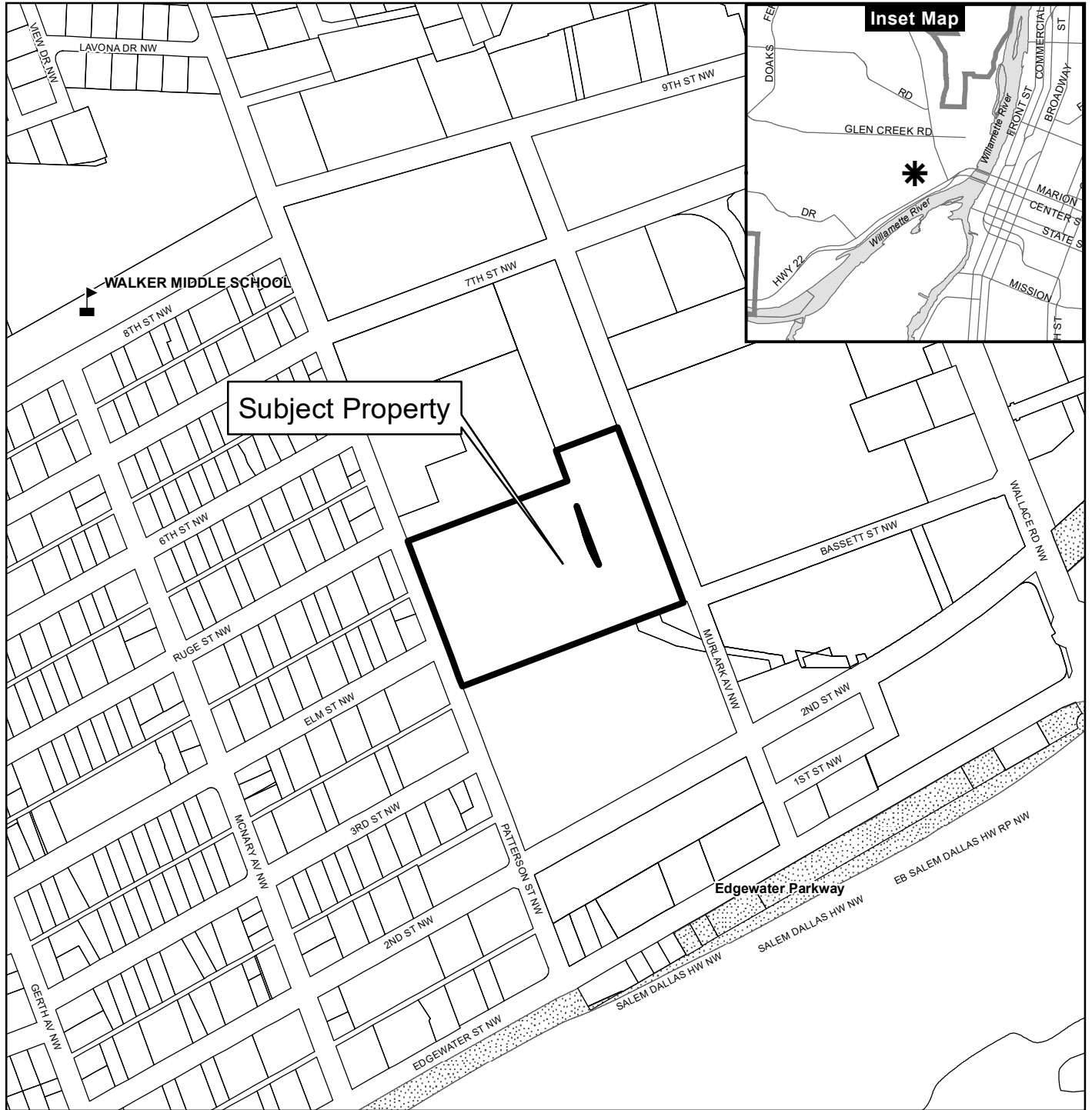
POSTAGE WILL BE PAID BY ADDRESSEE

PLANNING DIVISION  
CITY OF SALEM RM 305  
555 LIBERTY ST SE  
SALEM OR 97301-9907










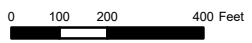
# Vicinity Map

## 845 Bassett Street NW



### Legend

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



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**ZONING SUMMARY** GOVERNING BUILDING CODE: OSSC 2019 (IBC 2018)

THIS PROJECT COMPRISES AN INTERIOR REMODEL OF OFFICES/LAB SPACE AND ADDING 1200 INTERIOR SF TO THE EXISTING SECOND FLOOR.

PLANNING ZONE IG - GENERAL INDUSTRIAL  
WEST SALEM GENERAL INDUSTRIAL OVERLAY ZONE

USE GENERAL MANUFACTURING, WAREHOUSING & DISTRIBUTION

MAP #7.3.21 DA, LOT #1200, 6.56 AC

BUILDING AREA - EXISTING WAREHOUSE TO REMAIN  
EXISTING 53,270 SF

BUILDING AREA - EXISTING WAREHOUSE/MANUFACTURING REMODEL  
EXISTING 82,038 SF  
NEW-ADDITION 2,621 SF  
NEW-TOTAL 84,659 SF

LOT COVERAGE NO MAX  
BUILDING HEIGHT - ALLOWED 70'-0"  
BUILDING HEIGHT - EXISTING ± 45'-0"  
BUILDING HEIGHT - ADDITION 19'-4"

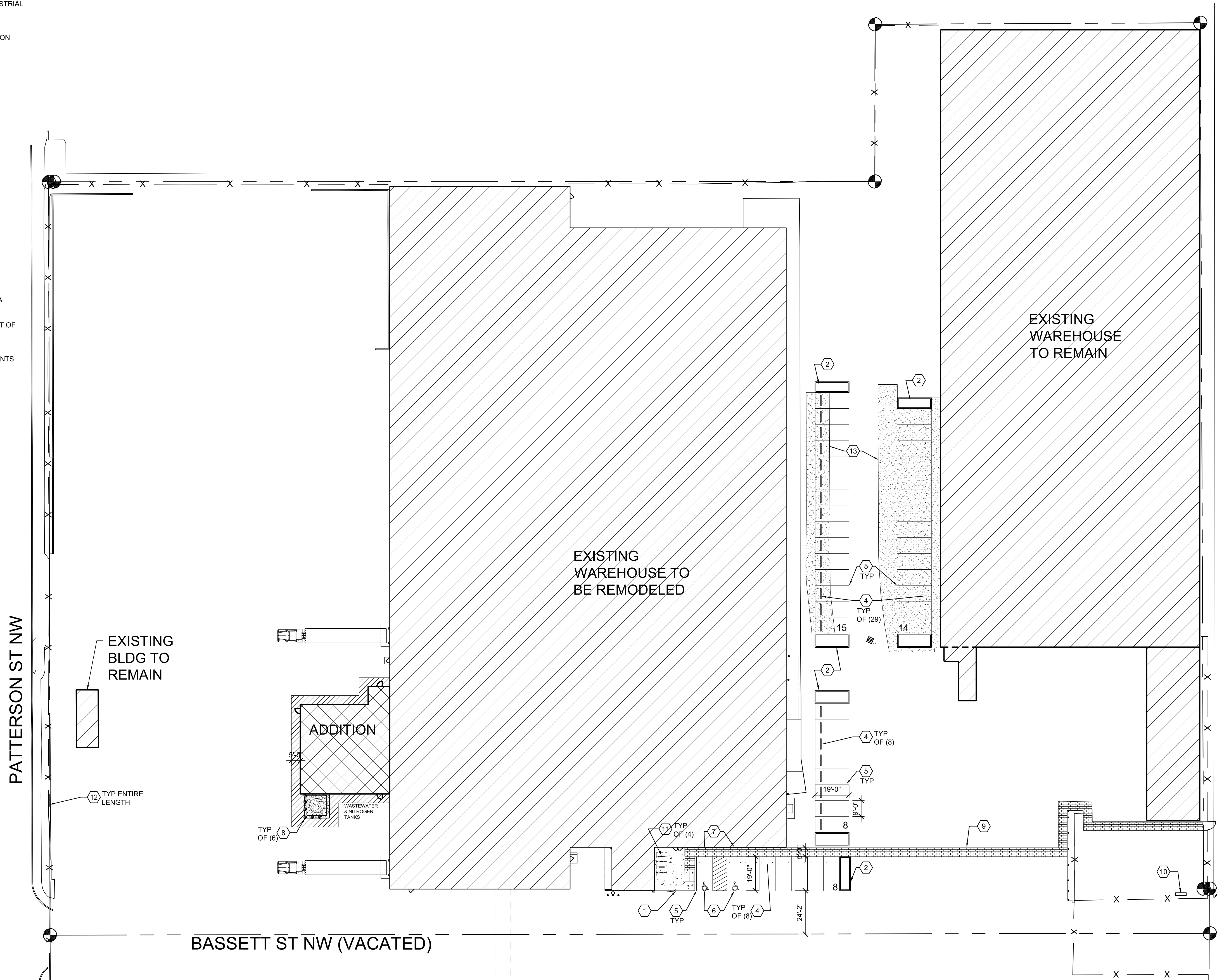
LANDSCAPING SETBACKS  
VEHICLE USE AREAS  
PLANTER BAYS MIN 50 SF 738 SF TOTAL

PARKING  
TOTAL REQUIRED: (0.75 PER 60 EMPLOYEES) 45 SPACES  
TOTAL PROVIDED: 45 SPACES  
ACCESSIBLE REQUIRED: 2  
ACCESSIBLE PROVIDED: 2  
BICYCLE REQUIRED: 7  
BICYCLE PROVIDED: 8

- WEST SALEM GENERAL INDUSTRIAL OVERLAY ZONE - PROJECT ENHANCEMENTS
- FREESTANDING SIGN NOT MORE THAN FIVE FEET IN HEIGHT AND PLACED UPON A FOUNDATION
  - PEDESTRIAN CONNECTION CONSTRUCTION WITH STAMPED ASPHALT
  - REPLACEMENT OF EXISTING SURFACE PARKING AREAS WITH NEW DEVELOPMENT OF BUILDINGS
  - CONSTRUCTION OF PLANTER BAYS, EACH A MINIMUM OF 50 SF IN SIZE, TO MEET MINIMUM INTERIOR PARKING AREA LANDSCAPING REQUIREMENTS
  - USE OF NATIVE PLANT MATERIALS TO MEET MINIMUM LANDSCAPING REQUIREMENTS

**CONSTRUCTION NOTES**

- REMOVE & REPLACE PORTION OF CONCRETE WALK & CURB, PROVIDE CONG ADA RAMP
- CONCRETE PLANTER BAY, PROVIDE NATIVE PLANT MATERIAL
- ASPHALT PAVING INLAY & OVERLAY AT PARKING AND DRIVE AISLES
- WHEEL STOP
- 4" WIDE PAINTED STRIPE
- PAINTED SYMBOL
- ADA PARKING SIGN, MOUNT ON BUILDING
- 6" Ø STL BOLLARD, PAINT SAFETY YELLOW
- NEW 5' WIDE STAMPED ASPHALT PEDESTRIAN CONNECTION
- NEW 4' H MONUMENT SIGN
- NEW LOOP STYLE BIKE RACK
- EXIST 6' HIGH CHAIN LINK FENCING W/ PRIVACY SCREENING
- REPAIR EXISTING ASPHALT AREA



**SITE PLAN**  
1" = 30'-0"

**CARLSON VEIT JUNGE ARCHITECTS PC**  
ARCHITECTURE • INTERIOR DESIGN  
3095 RIVER RD N. SALEM, OREGON 97303  
WWW.CARLSONVEIT.COM • 503-390-0281

**PRELIMINARY**  
NOT FOR CONSTRUCTION

PRELIMINARY DATE:  
**07-18-22**

project:  
**BAXTER'S NORTH AMERICA  
BASSETT STREET WAREHOUSE REMODEL**  
845 BASSETT STREET NW  
SALEM, OREGON 97304

revisions:  
▲  
▲  
▲  
▲

date:  
project: 05721  
dwg file: A-FP-05721  
drawn by: AMF  
checked by: AMF  
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Carlson Veit Architects P.C.

**SITE PLAN**

sheet:  
**A-101**  
of: