



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.

CASE NUMBER:	Class 3 Site Plan Review Case No. SPR22-52
PROPERTY LOCATION:	3996 Cousteau Dr SE, Salem OR 97302
NOTICE MAILING DATE:	December 2, 2022
PROPOSAL SUMMARY:	Proposed change of use of the Carpentry Shop building of the former Fairview Training Center located within the Pringle Creek Community Refinement plan to Office together with associated interior improvements to the building and exterior improvements to the site.
COMMENT PERIOD:	All written comments must be submitted to City Staff no later than <u>5:00 p.m. Friday, December 16, 2022</u>. 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.
CASE MANAGER:	Bryce Bishop, Planner III , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2399; E-mail: bbishop@cityofsalem.net
NEIGHBORHOOD ASSOCIATION:	<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> Morningside Neighborhood Association, Geoffrey James, Land Use; Phone: 503-931-4120; Email: geoffreyjames@comcast.net .
ACCESS:	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
CRITERIA TO BE CONSIDERED:	Salem Revised Code (SRC) Chapter(s) 220.005(f)(3) – Class 3 Site Plan Review Salem Revised Code (SRC) is available to view at this link: http://bit.ly/salemorcode . Type in the chapter number(s) listed above to view the applicable criteria.

PROPERTY OWNER(S):	Stafford Holdings, LLC (Gordon Root, Richard Waible)
APPLICANT(S):	Jake Helbling on behalf of Stafford Land Company, LLC (Gordon Root, Richard Waible)
PROPOSAL REQUEST:	A Class 3 Site Plan Review application to change the use of the Carpentry Shop building of the former Fairview Training Center to Office together with associated interior improvements to establish nine proposed office spaces within the building and exterior site improvements including off-street parking, bike parking, and woonerf street improvements along Cousteau Drive SE and Village Center Drive SE. The subject property is approximately 0.29 acres in size, zoned FMU (Fairview Mixed-Use) within Area 3 of the Pringle Creek Community refinement plan, and located at 3996 Cousteau Drive SE (Marion County Assessor Map and Tax Lot Number: 083W02DC01600).
APPLICATION PROCESS:	<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>
MORE INFORMATION:	All documents and evidence submitted by the applicant are available on the City's online Permit Application Center at https://permits.cityofsalem.net . You can use the search function without registering and enter the permit number listed here: 22 112830. 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 Case No. SPR22-52

PROJECT ADDRESS: 3996 Cousteau Dr SE, Salem OR 97302

AMANDA Application No.: 22-112830-RP

COMMENT PERIOD ENDS: December 16, 2022

SUMMARY: Proposed change of use of the Carpentry Shop building of the former Fairview Training Center located within the Pringle Creek Community Refinement plan to Office together with associated interior improvements to the building and exterior improvements to the site.

REQUEST: A Class 3 Site Plan Review application to change the use of the Carpentry Shop building of the former Fairview Training Center to Office together with associated interior improvements to establish nine proposed office spaces within the building and exterior site improvements including off-street parking, bike parking, and woonerf street improvements along Cousteau Drive SE and Village Center Drive SE. The subject property is approximately 0.29 acres in size, zoned FMU (Fairview Mixed-Use) within Area 3 of the Pringle Creek Community refinement plan, and located at 3996 Cousteau Drive SE (Marion County Assessor Map and Tax Lot Number: 083W02DC01600).

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. Friday, December 16, 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: Bryce Bishop, Planner III, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: 503-540-2399; E-Mail: bbishop@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

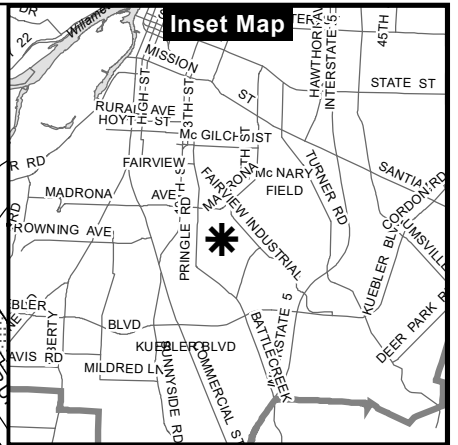
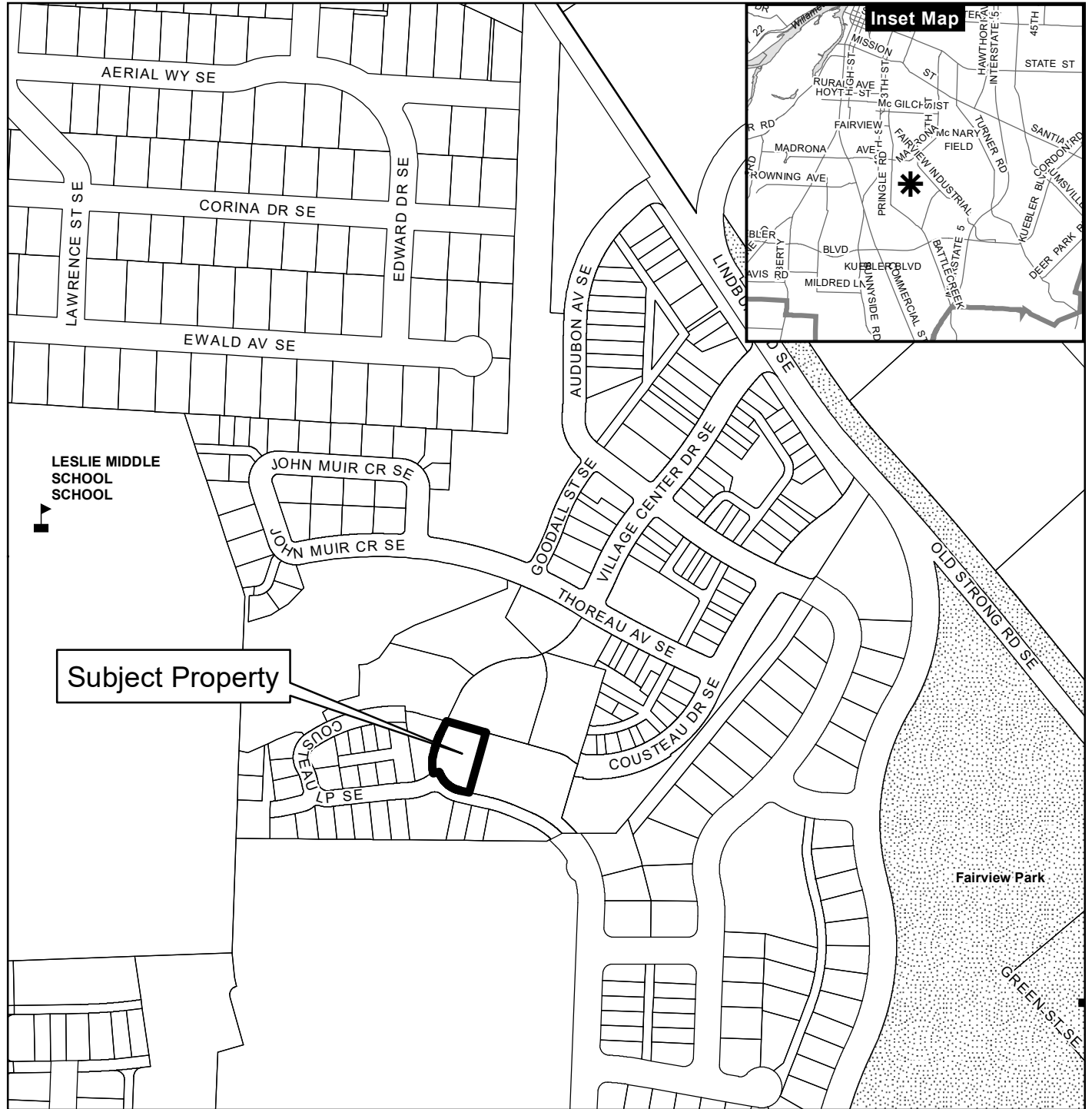
POSTAGE WILL BE PAID BY ADDRESSEE

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






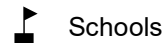



Vicinity Map

3996 Cousteau Drive SE



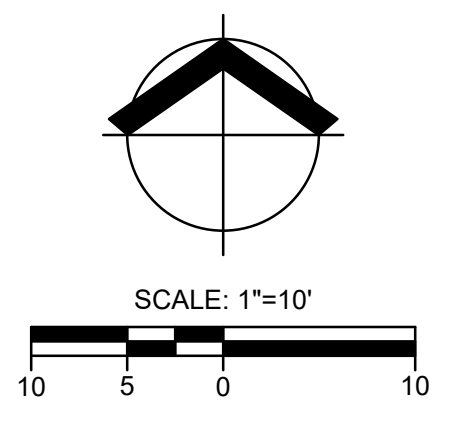
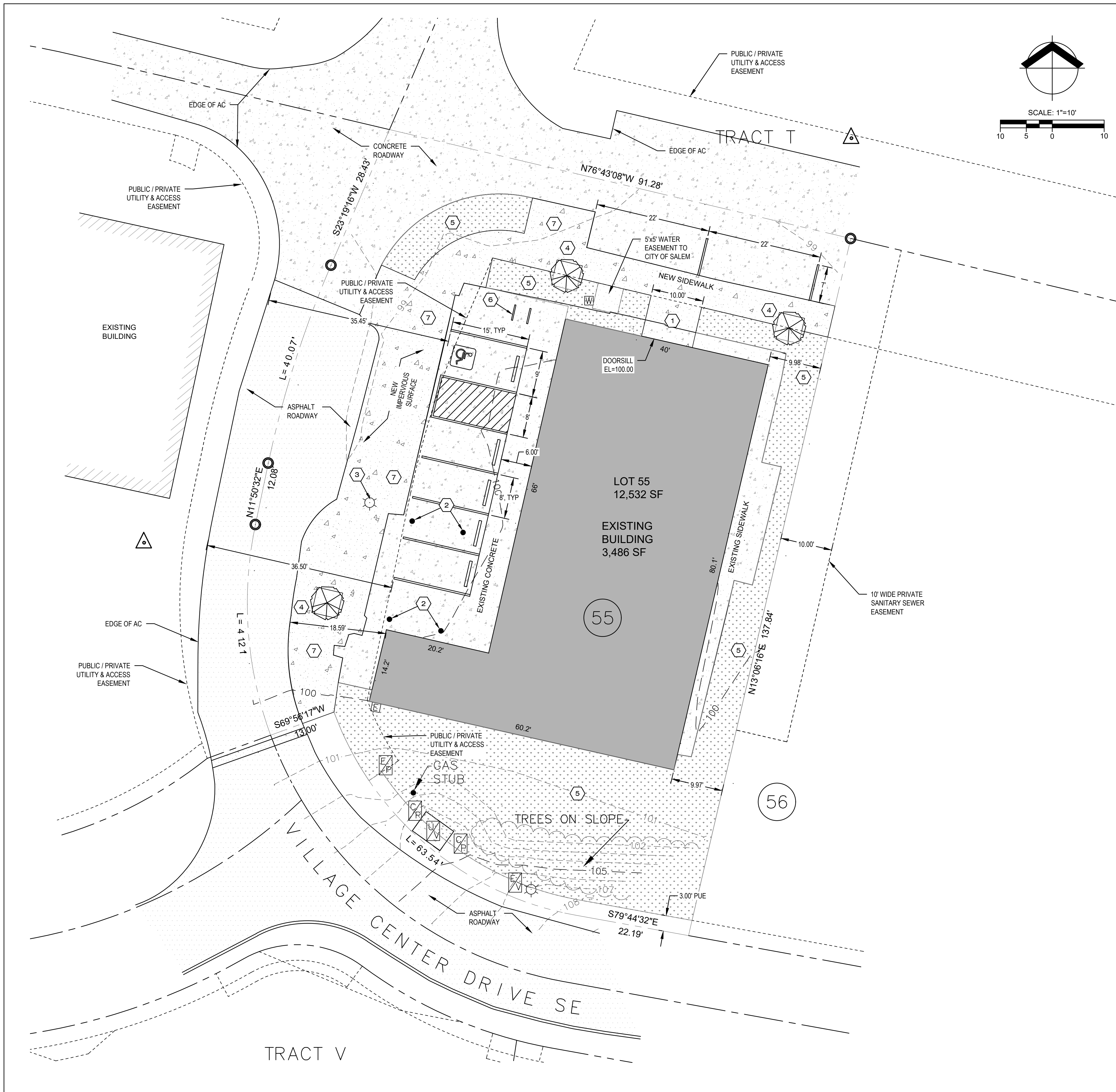
Legend

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


CITY OF Salem
 AT YOUR SERVICE
 Community Development Dept.



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LEGEND

	EXISTING VACANT BUILDING
	EXISTING PERVIOUS ASPHALT
	EXISTING CONCRETE ROAD AND PAD
	PROPOSED NEW CONCRETE SURFACE
	PROPOSED LANDSCAPING AREA

- GENERAL NOTES**
1. PROPOSED NEW IMPERVIOUS SURFACE TO TIE INTO THE EXISTING ASPHALT AND CONCRETE SURFACES. GRADES WILL MATCH THE EXISTING SURFACES.
 2. PLANT UNITS AND SPECIES TO BE PROVIDED IN A SEPARATE LANDSCAPE PLAN UPON APPROVAL OF SITE PLAN REVIEW.
 3. INTERIOR EXISTING BUILDING ALTERATIONS TO BE ADDRESSED IN SEPARATE PERMITS.

- CONSTRUCTION NOTES**
- 1 NEW ADA ACCESS RAMP
 - 2 STEEL POSTS TO BE REMOVED
 - 3 EXISTING LIGHT TO BE REMOVED
 - 4 5'X5' IN-GROUND TREE PLANTER
 - 5 LANDSCAPE AREAS TO MEET SALEM UDC REQUIREMENTS
 - 6 INSTALL 2 BIKE RACKS (EACH BIKE RACK SERVES 2 BIKES)
 - 7 NEW IMPERVIOUS SURFACE

AREA CALCULATIONS	
3,486 SF	EXISTING BUILDING AREA
1,997 SF	EXISTING CONCRETE
1,776 SF	NEW IMPERVIOUS SURFACE
2,475 SF	EXISTING PRIVATE ROW ASPHALT
2,798 SF	LANDSCAPING - 22.3%
12,532 SF	TOTAL AREA

now

PROPOSED SITE PLAN
LOT 55 "PRINGLE COMMUNITY"
STAFFORD DEVELOPMENT COMPANY
CITY OF SALEM, MARION COUNTY, OREGON

#	DATE	DESCRIPTION

DATE	I 9/28/2022
DRAWN	I DPM
DESIGNED	I CPK
CHECKED	I CPK
PROJECT #	I 1785

SHEET TITLE
SITE PLAN

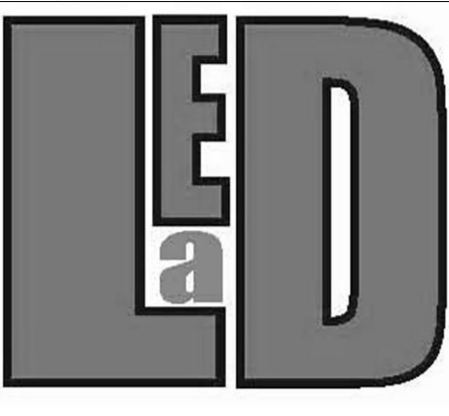
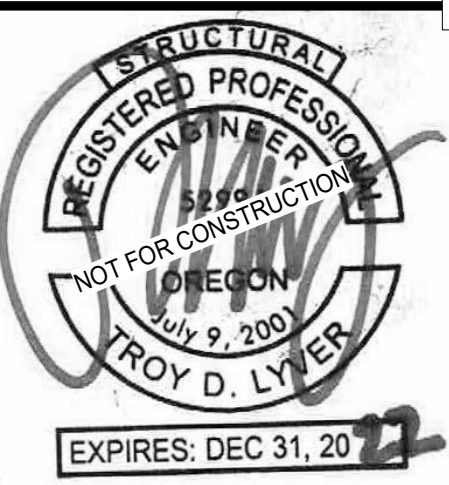
SHEET NUMBER
C1

LAND USE #

WALL PHASE LEGEND	
	EXISTING TO REMAIN
	EXISTING TO BE DEMOLISHED
	NEW

GENERAL NOTES - PLAN

- A NOT ALL KEYNOTES OR LEGEND SYMBOLS USED ON EVERY SHEET
- B DIMENSIONS ARE TO GRIDLINE, FACE OF STUD, CONCRETE, CMU, CENTERLINE OF PARTY WALLS, COLUMNS, AND ROUGH OPENING OF DOORS AND WINDOWS, U.N.O.
- C REFERENCE CODE SUMMARY SHEETS (G100) FOR FIRE SEPARATION REQUIREMENTS
- D REFERENCE ASSEMBLIES AND DETAILS SHEETS FOR RATED ASSEMBLIES AND RATED DETAILS
- E REFERENCE ENLARGED FLOOR PLANS FOR ADDITIONAL WALL TYPE, UNIT DOOR TYPE, FINISH FLOOR TRANSITIONS AND DIMENSIONAL INFORMATION
- F REFERENCE OPENINGS SCHEDULES AND LEGENDS (A600) FOR WINDOW AND DOOR TYPES
- G REFERENCE REFLECTED CEILING PLANS FOR LOCATIONS OF MECHANICAL SOFFITS
- H REFERENCE EXTERIOR ELEVATIONS FOR EXTERIOR WALL PATTERNS AND MATERIALS
- I REFERENCE TRADE CONTRACTOR AND COORDINATION DRAWINGS FOR ROUTING OF HVAC ELECTRICAL PLUMBING FIRE PROTECTION AND RADON SYSTEMS
- J TRADE CONTRACTORS SHALL COMPLY WITH ALL FIRESTOPPING REQUIREMENTS AT PENETRATIONS
- K NOT ALL KEYNOTES OR LEGEND SYMBOLS USED ON EVERY SHEET
- L REQ. CLEARANCES ARE TO FACE OF GWB, TILE, BASEBOARD AND TRIM AT DOORS AND WINDOWS, U.N.O.



LYVER ENGINEERING AND DESIGN, LLC

7950 SE 106th ave
Portland, OR 97266
503-705-5283
www.lyver-ead.com

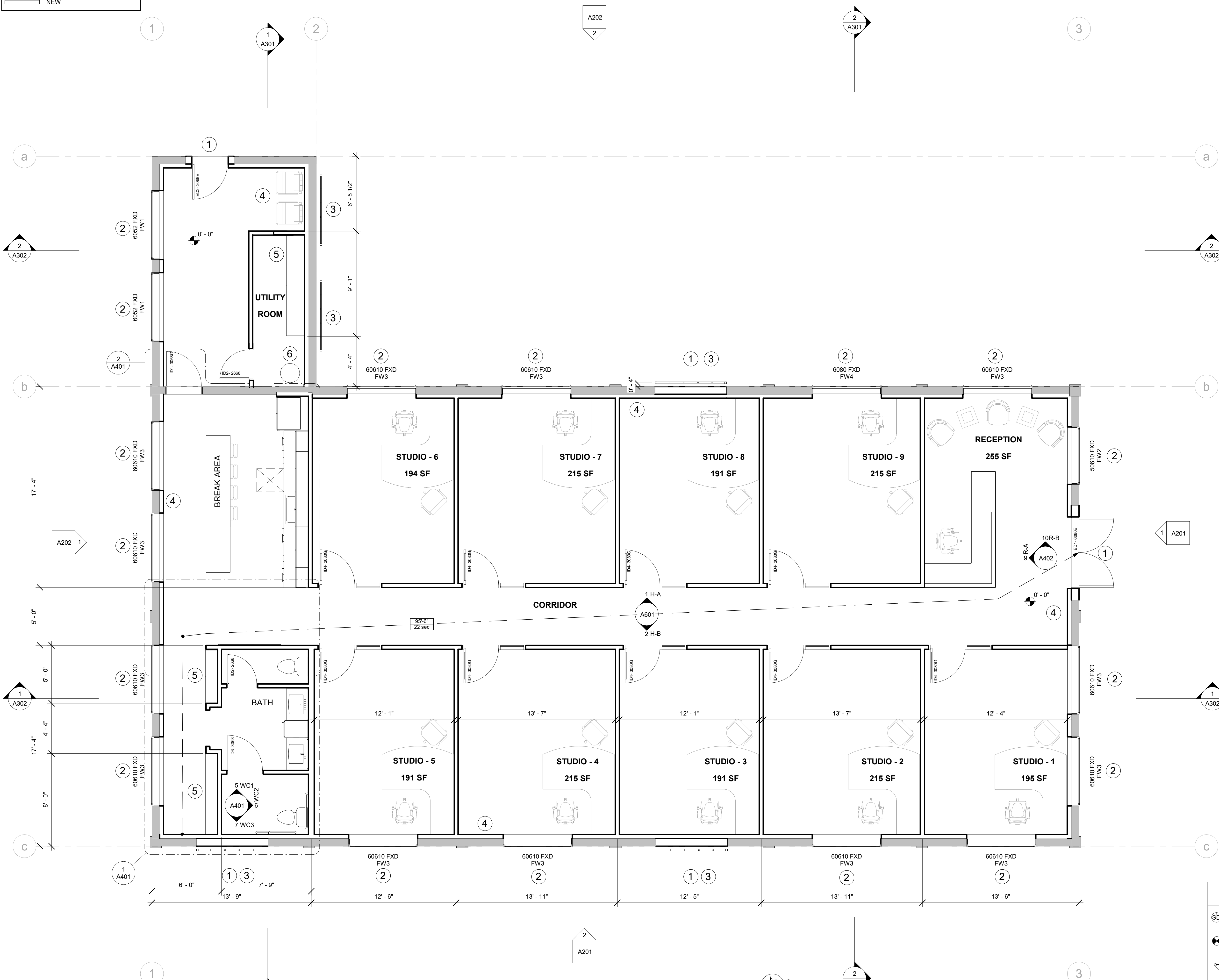


22582 SW MAIN ST.
DESIGN SUITE 309
SHERWOOD, OR. 97140

(503) 885.8377 P
www.markstewart.com

KEYNOTES - PLAN

- 1 DEMOLISH (E) DOOR AND INFILL (REF DETAIL)
- 2 REPLACE WINDOW IN EXISTING ROUGH OPENING
- 3 NEW VINE TRELLIS
- 4 FIR (E) CONCRETE WALLS AS REQ FOR INSULATION (REF ASSEMBLY DETAIL)
- 5 (N) BUILT IN SHELVING
- 6 (N) WATER HEATER



1 GROUND FLOOR
1/4" = 1'-0"

PLAN LEGEND	
	110V SMOKE ALARM (ALL UNITS CONNECTED)
	EXIT SIGN
	FLOOR ELEVATION TAG
	KEYNOTE
	PATH OF TRAVEL
	START
	END

PRINGLE CREEK
CARPENTER'S HALL
3996 VILLAGE CENTER DR.
SE. SALEM, OREGON

PROJECT ISSUE DATE / STATUS:
8-31-2021
PROGRESS
DRAWN BY: MFD
CHECKED BY:
REVISIONS:

FLOOR PLAN PROPOSED

SHT. NO. **A101**

10/29/2021 12:31:19 PM