

TO: HEARINGS OFFICER

FROM: LISA ANDERSON-OGILVIE, AICP
DEPUTY COMMUNITY DEVELOPMENT DIRECTOR AND PLANNING
ADMINISTRATOR

SUBJECT: **CONDITIONAL USE – SIGN PERMIT CASE 22-06;**
5500 REED LANE SE
AMANDA NOS. 22-118328-PLN & 22-120555-SI

REQUEST

Summary: A proposal to replace an existing reader board sign in a residential zone with a new electronic display wall sign.

Request: A request for Conditional Use and Sign Permit Applications to install a 24.5-square foot electronic display wall sign to replace an existing backlit reader board sign for Pringle Elementary School, for property approximately 10.3 acres in size, zoned RA (Residential Agriculture), and located at 5500 Reed Lane SE (Marion County Assessor map and tax lot number(s): 083W14 / 201).

OWNER/APPLICANT: Joel Smallwood for Salem Keizer School District 24J

AGENT: Mark Shipman, Saalfeld Griggs PC

APPLICATION PROCESSING

On September 12, 2022, a Sign Conditional Use Application was submitted and accepted for processing. A Sign Permit Application was submitted October 10, 2022 and accepted for processing on November 8, 2022 when the fee was paid. After additional required information was submitted, the consolidated application was deemed complete for processing on November 22, 2022. The 120-day state mandated decision deadline for this collective application is March 22, 2023.

The public hearing before the City of Salem Hearings Officer is scheduled for December 14, 2022, at 5:30 p.m. Notice of public hearing was sent by mail to surrounding property owners and tenants pursuant to Salem Revised Code (SRC) requirements on November 23, 2022. Public hearing notice was also posted on the property on December 2, 2022 pursuant to SRC requirements.

PROPOSAL

The application under review by the Hearings Officer is a Conditional Use Permit and Sign Permit application for an electronic reader board at Pringle Elementary School at 5500 Reed Lane SE (**Attachment A**).

The applicant is proposing to remove an existing backlit reader board monument sign at the driveway entrance of the school and replace it with an electronic display wall sign on a new building for the school.

The Conditional Use Permit is required in order to allow an electronic display sign in a residential zone.

SUMMARY OF RECORD

The following items are submitted to the record and are available: 1) all materials and testimony submitted by the applicant, including any applicable professional studies such as traffic impact analysis, geologic assessments, stormwater reports, and; 2) materials, testimony, and comments from public agencies, City Departments, neighborhood associations, and the public. All application materials are available on the City's online Permit Application Center at <https://permits.cityofsalem.net>. You may use the search function without registering and enter the permit number listed here: 22 118328.

APPLICANT'S STATEMENT

The applicant's proposed site plan is included as **Attachment B**, the proposed elevation as **Attachment C**, sign details as **Attachment D**, the applicant's statement addressing the applicable approval criteria for the consolidated applications as **Attachment E**.

FACTS AND FINDINGS

1. Salem Area Comprehensive Plan (SACP) designation

The Salem Area Comprehensive Plan (SACP) map designates the subject property as "Single Family". The subject property is within the Urban Growth Boundary and the Urban Service Area.

2. Zoning and Surrounding Land Uses

The subject property is zoned RA (Residential Agriculture). The zoning and uses of the surrounding properties include:

North: Across Reed Lane SE, RS (Single Family Residential) and RA (Residential Agriculture) – single family dwellings; and PA (Public Amusement) – City park
East: RS (Single Family Residential) – single family dwellings
South: RS (Single Family Residential) – vacant, future single family dwellings
West: Across Reed Lane SE, RS (Single Family Residential) – single family dwellings

3. Site Analysis

The subject property is 10.28 acres in size and is developed with a school and parking and vehicle use areas. Surrounding properties are zoned RS (Single Family Residential) and RA (Residential Agriculture).

The subject property abuts Reed Lane SE to the west, which curves to the east and abuts the property to the north. Reed Lane SE to the west is designated as a Collector street within the Salem TSP (Transportation System Plan).

4. Neighborhood and Citizen Comments

The subject property is located within South Gateway Neighborhood Association. The neighborhood association was notified of the proposal. All property owners and tenants within 250 feet of the subject property were mailed notice of the proposal.

As of the date of completion of this staff report, no comments have been received from the neighborhood association or surrounding property owners.

The property is not subject to a Homeowners' Association (HOA).

5. City Department and Public Agency Comments

The Building and Safety Division has reviewed the proposal and identified no issues.

The Public Works Department reviewed the proposal and indicated that no Public Works review was required for a wall-mounted sign on private property.

6. Analysis of Sign Conditional Use Criteria

The proposal is to replace the existing backlit reader board sign with an electronic reader board wall sign. Electronic Display Signs in a Residential zone may be installed with a Conditional Use permit, pursuant to Salem Revised Code (SRC) 900.090(a):

No electronic display sign in a Residential zone may be erected without first obtaining a conditional use permit, as provided in SRC Chapter 900.045.

SRC Chapter 900.045 establishes the following approval criteria for Conditional Use for signage:

- (1) The proposed sign, as conditioned, will not create or significantly increase street level sign clutter.

Applicant's Statement: The proposed sign will be located on the southern wall of the Northwest Addition to the existing school, visible from the primary entrance used for student drop-off. It will not add or create street level sign clutter.

Staff Findings: Staff concurs with the applicant that the replacement of the existing sign will not create or increase street level sign clutter. The existing sign is a monument reader board sign located near the driveway entrance of the school along the west property line abutting Reed Lane SE. The proposal is to replace the existing sign near the street with an electronic reader board mounted on the wall of an interior building for the school, which is more than 170 feet from the right-of-way, and removes a sign at street level already. The sign will be approximately 11 feet above grade. Therefore, the sign will not create or increase street clutter.

- (2) The proposed sign, as conditioned, will not adversely impact the neat, clean, orderly, and attractive appearance of the surrounding area to a significant degree.

Applicant's Statement: The proposed sign is located in a manner that is designed to communicate information to parents dropping off students as well as students arriving via bus, walking, or by bicycle. The proposed sign will be aesthetically pleasing and will help maintain a neat, clean, orderly and attractive appearance by replacing an older sign with an updated sign that will allow for the more effective dissemination of information, minimizing the need for additional signs advertising events or other important information elsewhere on the subject property. Further, the proposed sign is being proposed for an area which is shielded from the adjacent roads by street trees and will be angled in a manner that will minimize the visual impact on the surrounding residential areas. The fact that the proposed sign is replacing an existing sign, supports the determination that signs are an anticipated aspect of the existing school and the basic education use, the addition of an electronic component to the sign will not affect the appearance of the surrounding vicinity.

Staff Findings: Properties in the area are zoned residential and are developed with single family dwellings, an elementary school, and a park. The proposal is to replace an existing sign with an electronic reader board which is primarily visible to drivers and pedestrians near the street and approaching the school from the west. The proposed sign would be located further from Reed Lane SE on a new building addition to the school, but it would be installed in a location visible to drivers and pedestrians visiting the campus. The location of the sign and the screening provided by surrounding trees reduces the visibility from residential properties across the street from the school and south of the school. As proposed with limited display hours of 7 am to midnight, the new electronic reader board does not significantly impact or alter the appearance of the surrounding area.

- (3) The proposed sign will not present a traffic or safety hazard.

Applicant's Statement: The proposed sign is located in a manner that is designed to communicate information to parents dropping off students arrive via bus, walking, or by bicycle. The proposed sign is positioned in a way not to create a traffic or safety hazard. Due to the angle of the sign and the buffering from the existing street trees, drivers will not be able to view the sign from the surrounding vehicle use areas. This will eliminate any potential safety and traffic hazards associate with the sign.

Staff Findings: The proposed wall sign is more than 170 feet from public right-of-way. To meet the requirements of SRC Chapter 900, the sign must be equipped with an automatic dimming device to control and maintain proper brightness levels under ambient light conditions. The sign will not flash, fade, or scroll, and will meet all City standards and criteria so as to not cause a traffic or safety hazard.

- (4) The proposed sign will comply with all other regulations, including, but not limited to sign height and placement restrictions.

Applicant's Statement: The proposed sign is substantially similar to the signs used by Applicant on its other schools, conforming to the provisions of the sign and the building

codes. The proposed sign is approximately [24.5 square feet] and complies with the placement standards in the sign code. Applicant has provided the relevant details in the plan set, demonstrating compliance with these standards.

Staff Findings: From the information submitted by the applicant, Staff concurs that the sign meets size, location, and electronic display sign requirements of SRC Chapter 900.

7. Analysis of Sign Permit

SRC 900.045(f) states that the application for an electronic display sign conditional use permit shall be processed concurrently with the sign permit application. A summary of the applicable sign standards follows:

General Illumination Standards; Zone-Specific Standards (SRC 900.075)

The applicant's request includes replacing a manual reader board with an Electronic Display Sign in an RA zone. Sign illumination shall be directed away from and not be reflected upon adjacent premises. No sign shall be illuminated between the hours of 12:00 midnight and 7:00 a.m.

Flashing Light; Zone-Specific Standards (SRC 900.080)

Flashing light is not allowed for signs in the RA zone. The applicant is not proposing flashing lights.

Effects (SRC 900.085)

The use of effects is allowed only where flashing light is allowed. Flashing light is not allowed for signs in the RA zone. The applicant is not proposing a sign with effects.

Electronic Display Sign (SRC 900.090)

The sign will meet all regulations of the sign code for electronic display signs. In the RA zone, the change from one electronic display to another electronic display shall be no more frequent than once every hour, except changes to correct hour-and-minute or temperature information, which may change no more often than once every three seconds. The actual change of display for an electronic display sign shall be completed in two seconds or less. Displays may change by fade or by instantaneous change from one static display to another, but shall remain as a static display after completing the change, and, once changed, shall remain static until the next change. Dissolve, scrolling, travel, and video display are prohibited.

Rotating and Animated Signs; Zone-Specific Standards (SRC 900.095)

The sign is not proposed to rotate or be animated.

Signs in Vision Clearance Areas (SRC 900.105)

The sign is not located within the vision clearance area.

Wall Signs (SRC 900.150)

SRC 900.150 requires a wall sign supporting structure to be completely enclosed so as not to be visible from any public street, alley, or adjacent property.

Permanent Signs in Residential Zones (SRC 900.195)

Businesses in residential zones shall be limited to one wall sign or one freestanding sign. Wall signs shall be limited to a display surface not exceeding 32 square feet. The subject property currently has a freestanding backlit reader board sign located near the entrance on Reed Lane SE to the west. The proposal is to replace the existing freestanding sign and provide one electronic reader board sign with a proposed display surface is approximately 24 square feet. As such, the following condition applies:

Condition 1: The applicant shall remove the existing freestanding reader board sign prior to installation of the electronic reader board wall sign.

As conditioned, the proposed sign meets these requirements.

RECOMMENDATION

Based upon the Facts and Findings contained in this staff report, staff recommends that the Hearings Officer **APPROVE** the request for a consolidated Conditional Use and Sign Permit Application to allow an electronic display wall sign to replace an existing backlit reader board sign for Pringle Elementary School in the RA (Residential Agriculture) zone for property located at 5500 Reed Lane SE, subject to the following conditions of approval:

Condition 1: The applicant shall remove the existing freestanding reader board sign prior to installation of the electronic reader board wall sign.

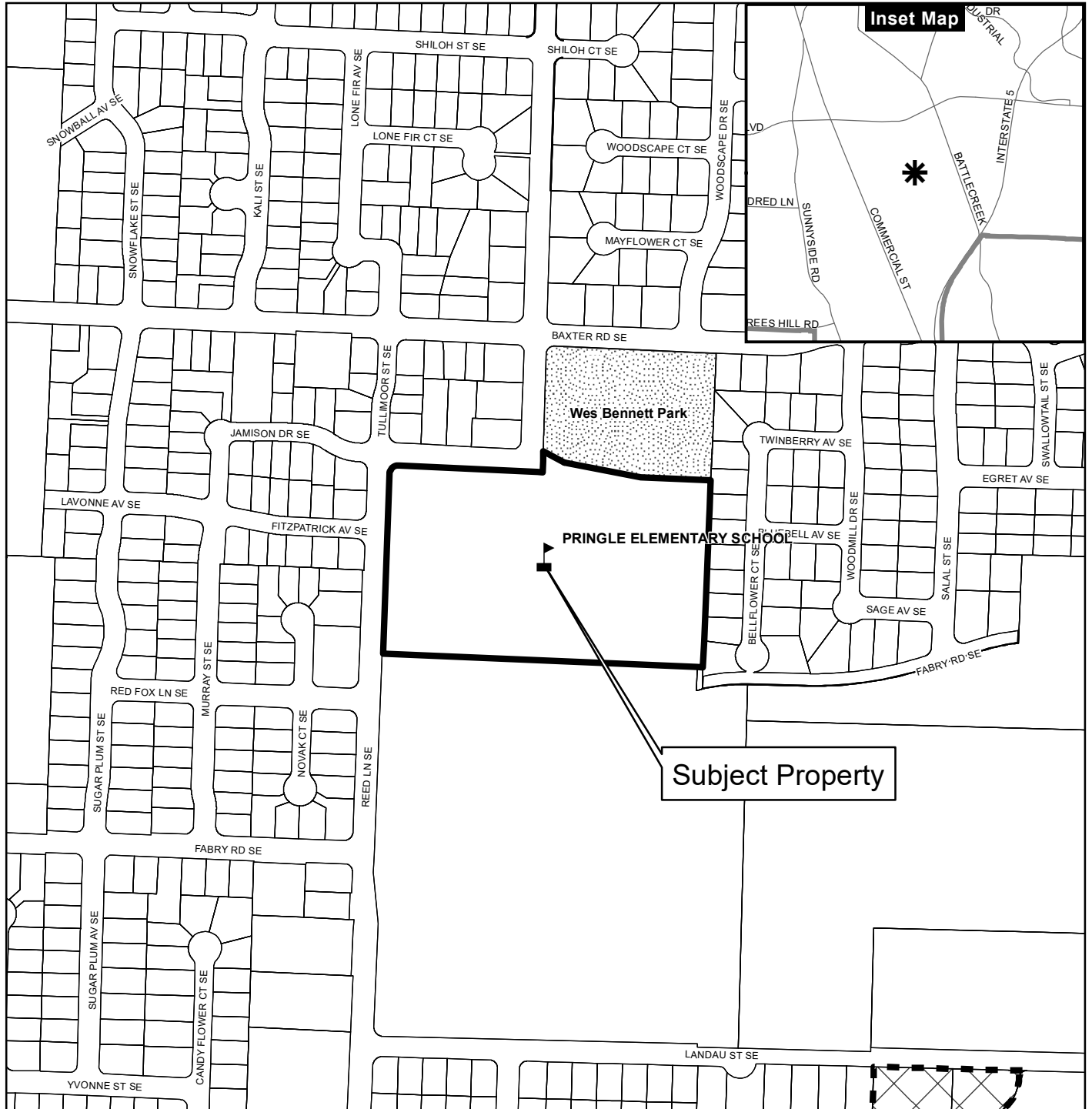
Prepared by Jamie Donaldson, Planner II

Application Deemed Complete Date: November 22, 2022








State Mandated Decision Date: March 22, 2023

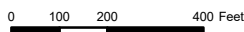
- Attachments: A. Vicinity Map
B. Proposed Site Plan
C. Elevations
D. Sign Details
E. Applicant's Statement

Vicinity Map 5500 Reed Lane SE



Legend

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



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SUMMARY TABLE	
PROJECT ADDRESS:	PRINGLE ELEMENTARY SCHOOL 5500 REED LANE SE SALEM, OREGON 97306
JURISDICTIONAL AUTHORITY (AHJ):	CITY OF SALEM
APPLICABLE ZONING:	RESIDENTIAL AGRICULTURE (RA) SPECIAL USE DESIGNATION: BASIC EDUCATION (700.010)
TAX LOT	
MARION COUNTY ASSESSOR MAP AND TAX LOT 083W140000201	
LOT SIZE:	10.28 ACRES (447,797 SF)
FLOOR AREA (SF):	EXISTING 59,500 EXISTING COVERED AREA 3,600 NEW CONSTRUCTION 14,736 NEW COVERED AREA 3,500 TOTAL 81,336

SETBACKS	
REQUIRED (REFER TO SRC 510.010 TABLE 510-3 AND SPECIAL USE 700.010)	
PROVIDED:	ALL SET BACKS FOR NEW ADDITIONS AND NEW COVERED AREA ARE 35'-0" MIN. REFER TO SITE PLAN DIMENSIONS
TOTAL LOT COVERAGE	
REQUIRED (PER TABLE 510-4):	35% MAX COVERAGE
PROVIDED (SF):	EXISTING BUILDING 63,100 NEW BUILDING 18,236 TOTAL LOT COVERAGE 81,336 18.16%
MAXIMUM BUILDING HEIGHT	
REQUIRED (PER TABLE 510-4):	50' MAX BLDG HEIGHT
PROVIDED:	NORTHWEST ADDITION - MAIN 12'-0" NORTHWEST ADDITION - COMMONS 25'-0" MAX MULTI-PURPOSE ROOM ADDITION 21'-0" COVERED PLAY 23'-0"

PARKING	
REQUIRED (PER TABLE 806-1):	2 SPACES PER CLASSROOM 20 EXISTING CLASSROOMS + 3 NEW CLASSROOMS 46
PROVIDED:	STANDARD 54 ACCESSIBLE (2 STANDARD / 1 VAN ACCESSIBLE) 3
NOTE: PARKING IMPROVEMENTS INCLUDE REVISED STRIPING BUT NO ADDITIONAL AREA	
BICYCLE PARKING	
REQUIRED (PER TABLE 806-8):	2 SPACES PER CLASSROOM 20 EXISTING CLASSROOMS + 3 NEW CLASSROOMS 46
PROVIDED:	46
LOADING	
REQUIRED (PER 806-9):	2 SPACE 12W X 30L X 14H
PROVIDED:	1 SPACE AT TRASH AREA, REFER TO SITE PLAN 1 SPACE AT NORTHWEST ADDITION, REFER TO SITE PLAN

- SITE PLAN SHEET NOTES**
- (E) LEVEL ONE - MAIN, ELEVATION + 410.0'
 - CIVIL AND LANDSCAPE SHOWN FOR REFERENCE ONLY. SEE CIVIL AND LANDSCAPE FOR COMPLETE CIVIL AND LANDSCAPE SCOPE.
 - REFERENCE ELECTRICAL FOR SITE LIGHTING AND POWER.
 - REFERENCE ST-00 FOR SIDEWALK, CURB, AND DRIVEWAY IMPROVEMENTS

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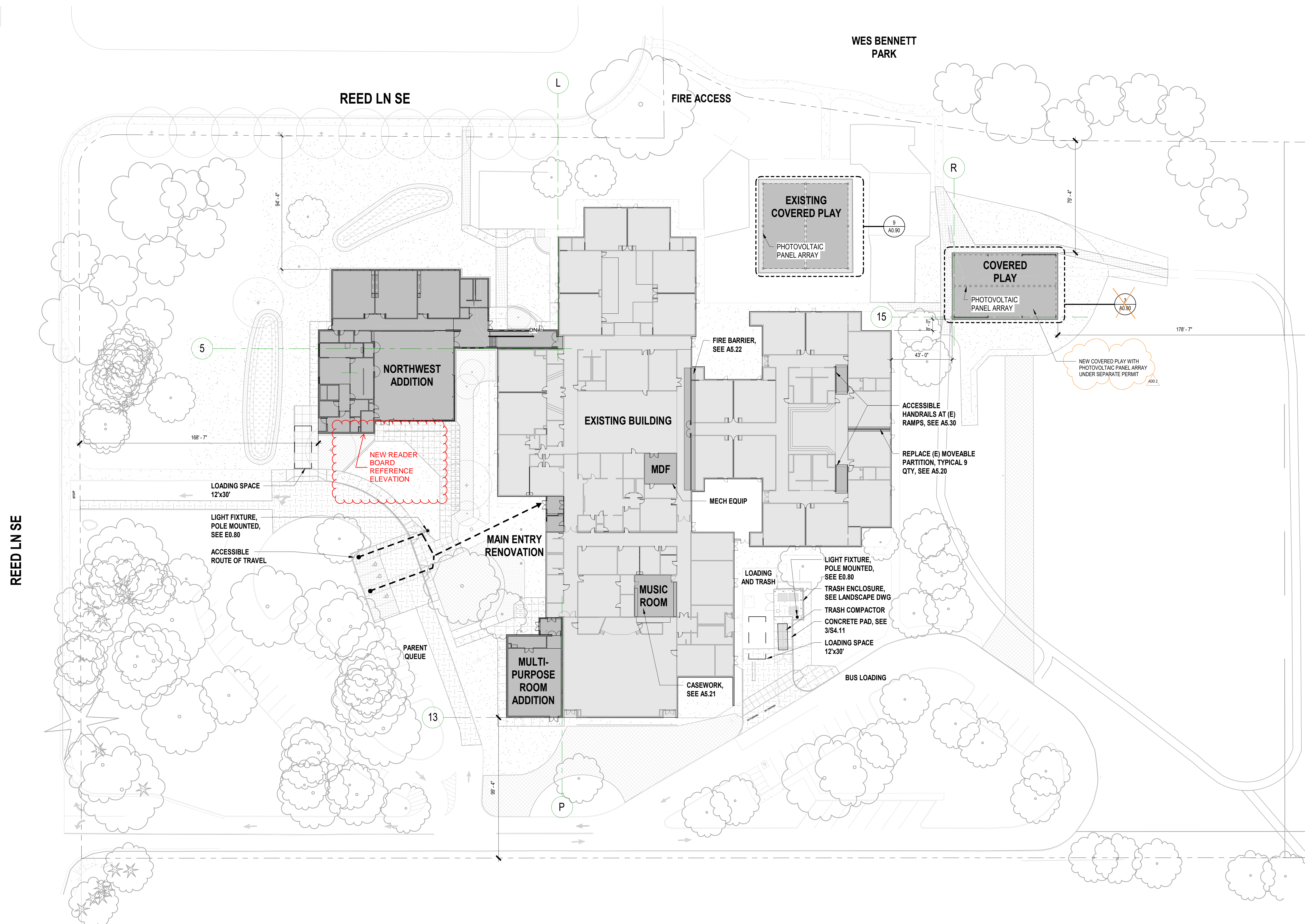


Project Owner:
Salem-Keizer Public Schools

Project Name:
PRINGLE ELEMENTARY SCHOOL

Project Address:
5500 Reed Lane SE
Salem, OR 97306

Key Plan



10/01/2018

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Revision	Date
ADD 2	2/23/22

Status: 100% CONSTRUCTION DOCUMENTS

Date: 01/11/2022

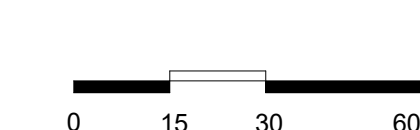
Sheet Title
ARCHITECTURAL SITE PLAN

Sheet No.

A0.80

Job No.

4838-01



EXTERIOR ELEVATIONS SHEET NOTES

1. REFERENCE MATERIALS FINISH LEGEND SPEC SECTION 01 60 10 FOR EXTERIOR MATERIALS
2. REFERENCE 41.00 FOR EXTERIOR FRAME TYPES
3. REFERENCE LANDSCAPE FOR GRADING
4. ALL REVEAL JOINTS DIMENSIONED TO CENTERLINE OF REVEAL UNLESS NOTED OTHERWISE
5. REF. A0.40 & A0.60 FOR EXTERIOR WALL AND ROOF ASSEMBLIES
6. ALL EXPOSED EXTERIOR SEALANT AT BRICK TO BE SANDED AND SET AT SIMILAR DEPTH TO MORTAR
7. ALL BRICK AND STRUCTURAL BRICK TO RECEIVE GRAFFITI RESISTANT SEALER
8. ALL EXPOSED EXTERIOR STEEL TO BE GALVANIZED AND FINISHED WITH HIGH PERFORMANCE COATING PER SPECIFICATION 09 90.01

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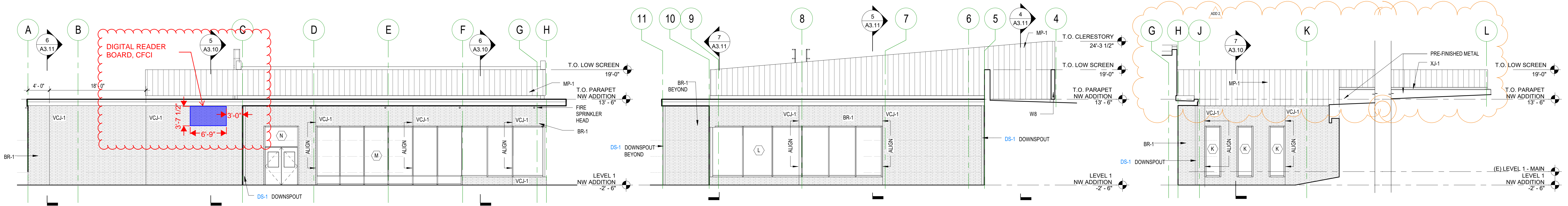
Sheet Title
EXTERIOR ELEVATIONS

Sheet No.

A2.10

Job No.

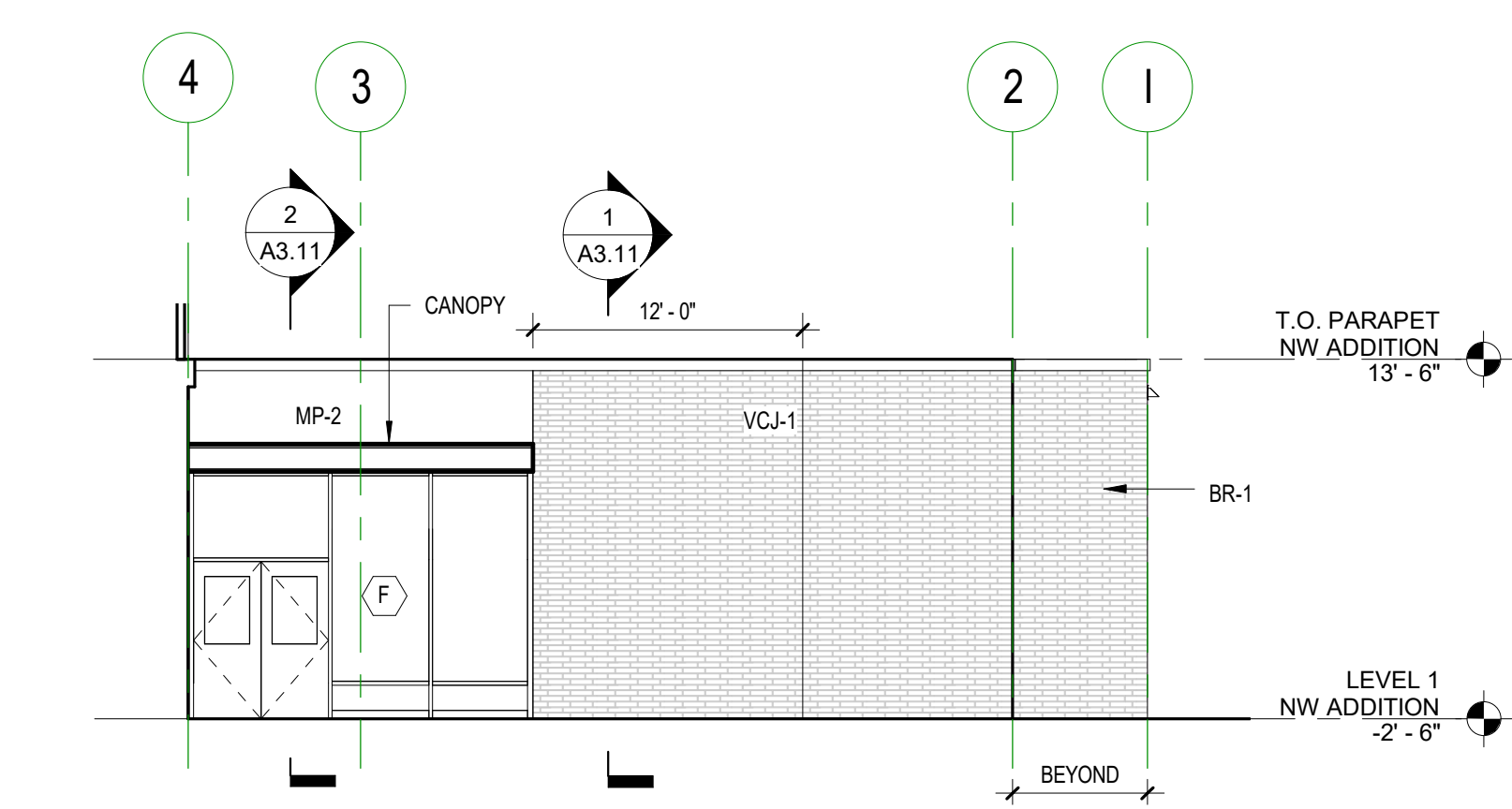
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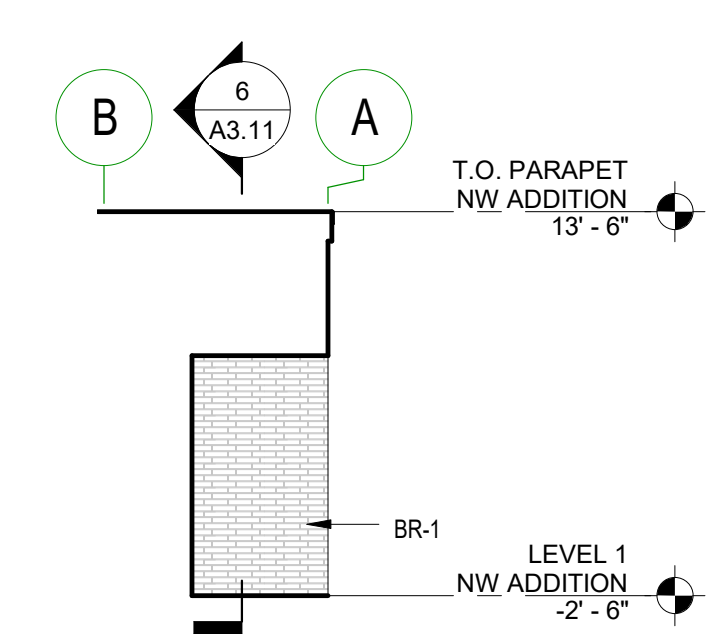
03 | NORTHWEST ADDITION - COMMONS - SOUTH
A2.10 1/8" = 1'-0"

02 | NORTHWEST ADDITION - COMMONS - EAST
A2.10 1/8" = 1'-0"

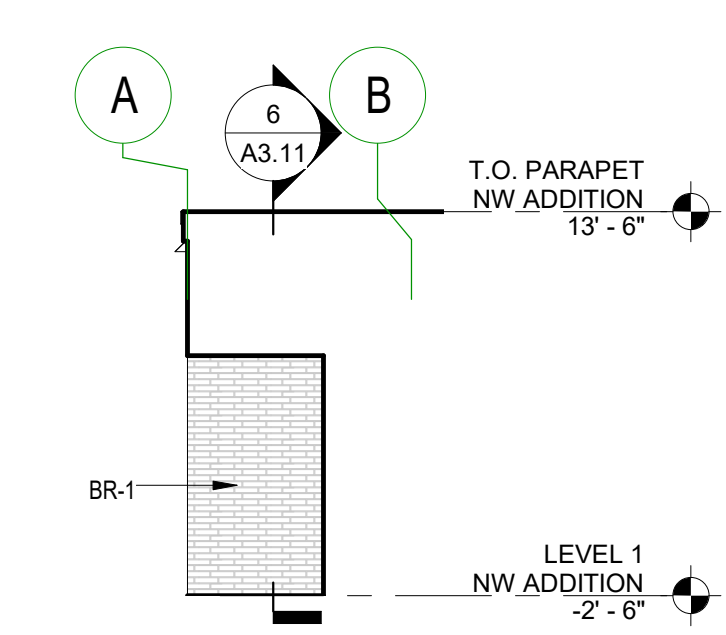
01 | NORTHWEST ADDITION - SOUTH
A2.10 1/8" = 1'-0"



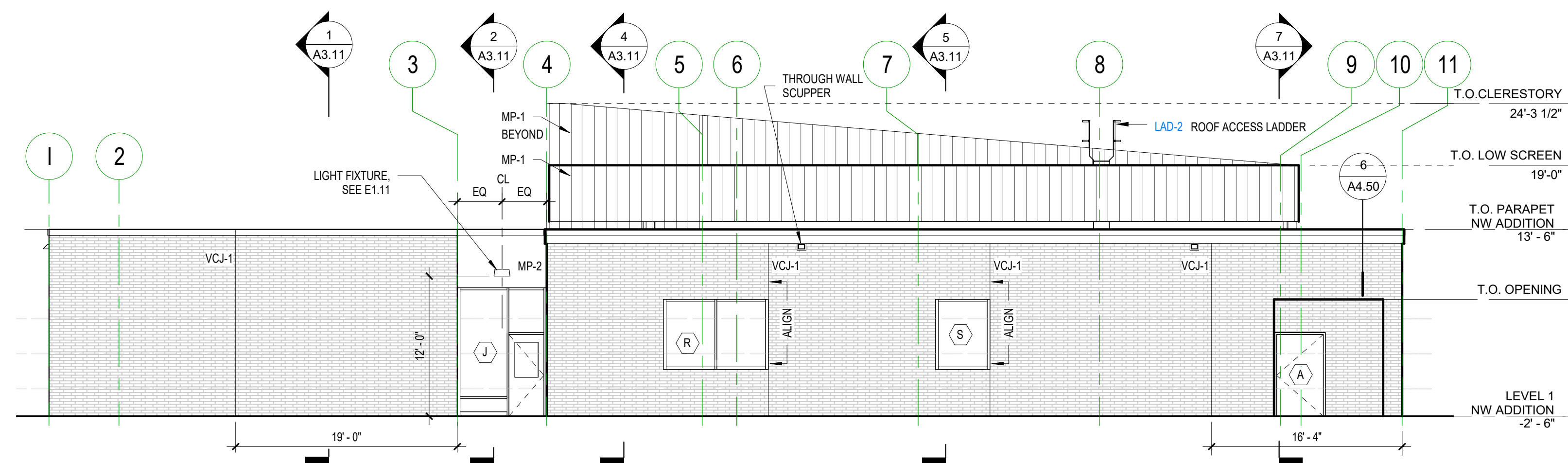
07 | NORTHWEST ADDITION - EAST
A2.10 1/8" = 1'-0"



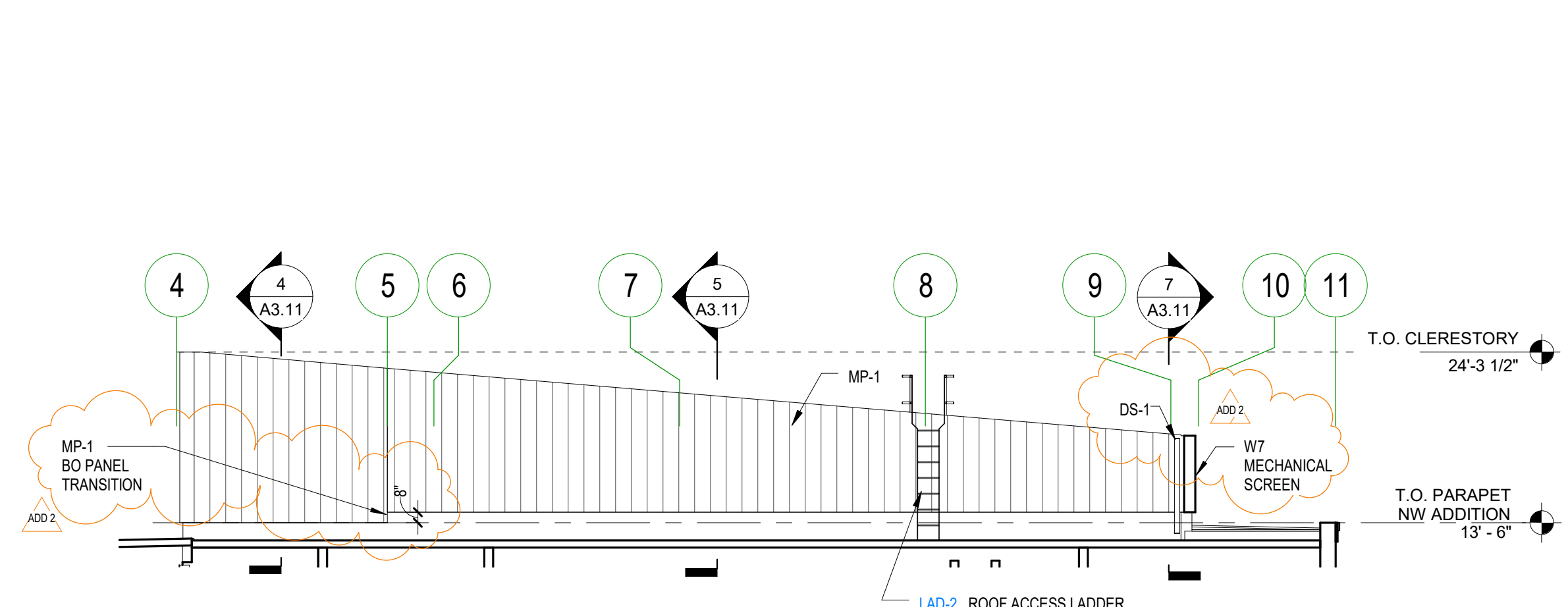
NORTHWEST ADDITION - NORTH AT RECEIVING ENTRY
A2.10 1/8" = 1'-0"



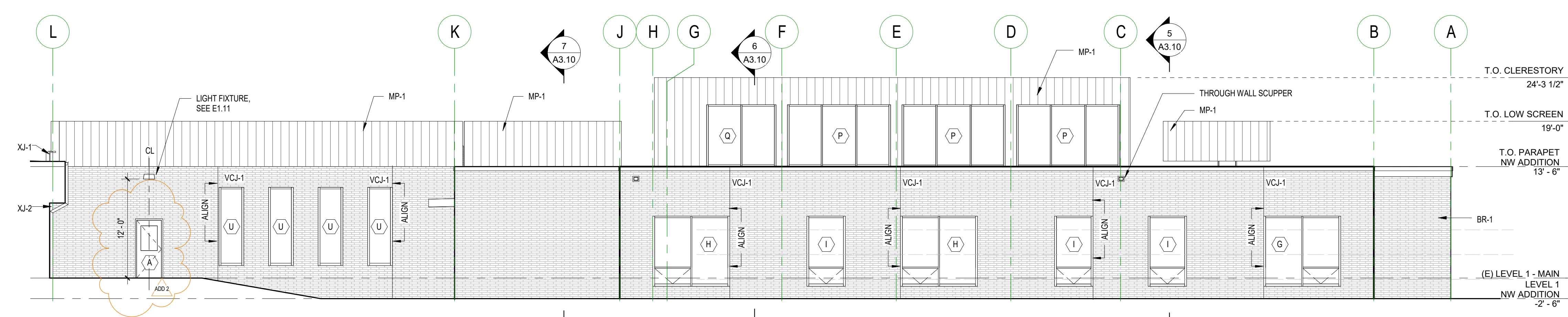
NORTHWEST ADDITION - SOUTH AT RECEIVING ENTRY
A2.10 1/8" = 1'-0"



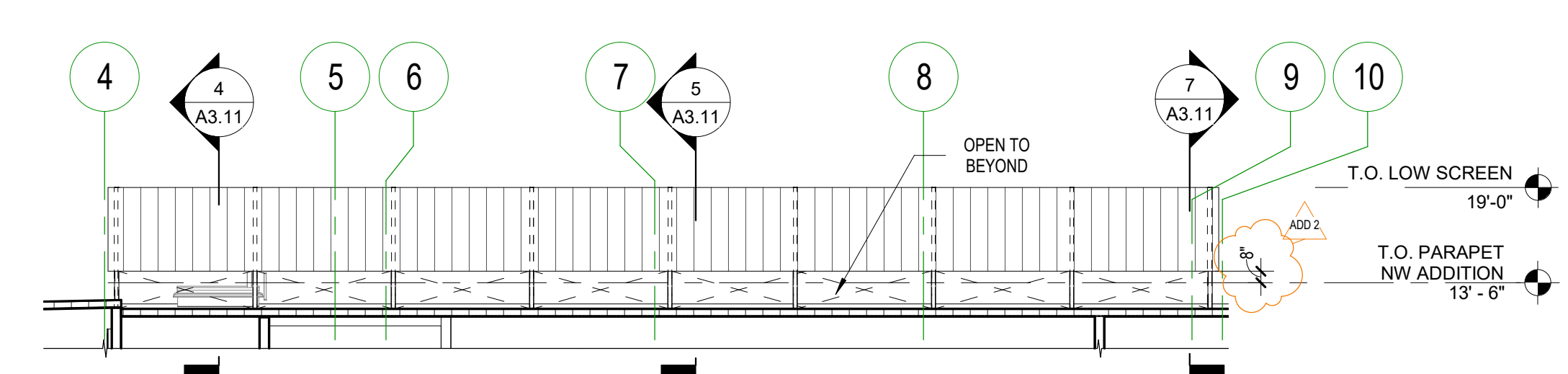
04 | NORTHWEST ADDITION - WEST
A2.10 1/8" = 1'-0"



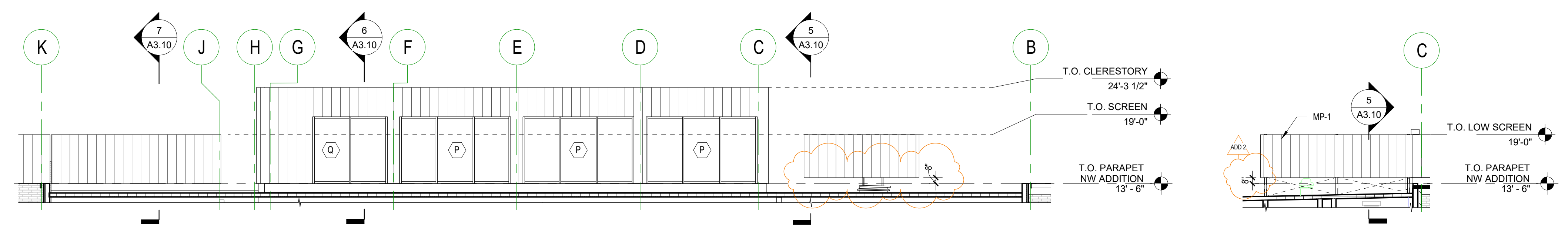
09 | NORTHWEST ADDITION - WEST AT CLERESTORY
A2.10 1/8" = 1'-0"



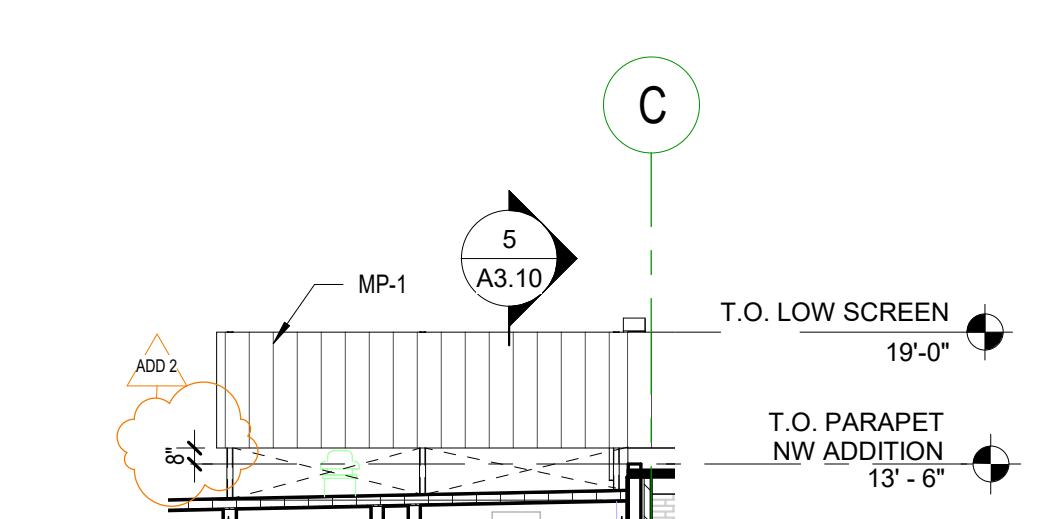
08 | NORTHWEST ADDITION - NORTH
A2.10 1/8" = 1'-0"



12 | NORTHWEST ADDITION - WEST AT LOW SCREEN
A2.10 1/8" = 1'-0"



11 | NORTHWEST ADDITION - NORTH AT CLERESTORY
A2.10 1/8" = 1'-0"



NORTHWEST ADDITION - EAST AT LOW SCREEN
A2.10 1/8" = 1'-0"

PIXELS HIGH (AAA)	PIXELS WIDE (BBB)	PIXEL SPACING (CC)
60	125	15.85mm
48	100	19.81mm
36	75	26.42mm

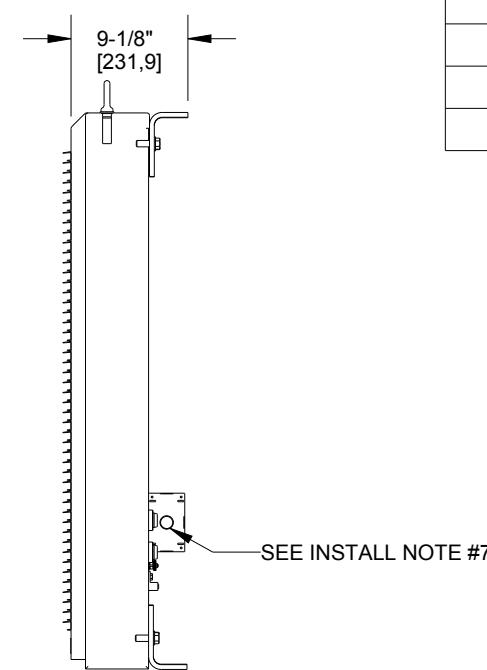
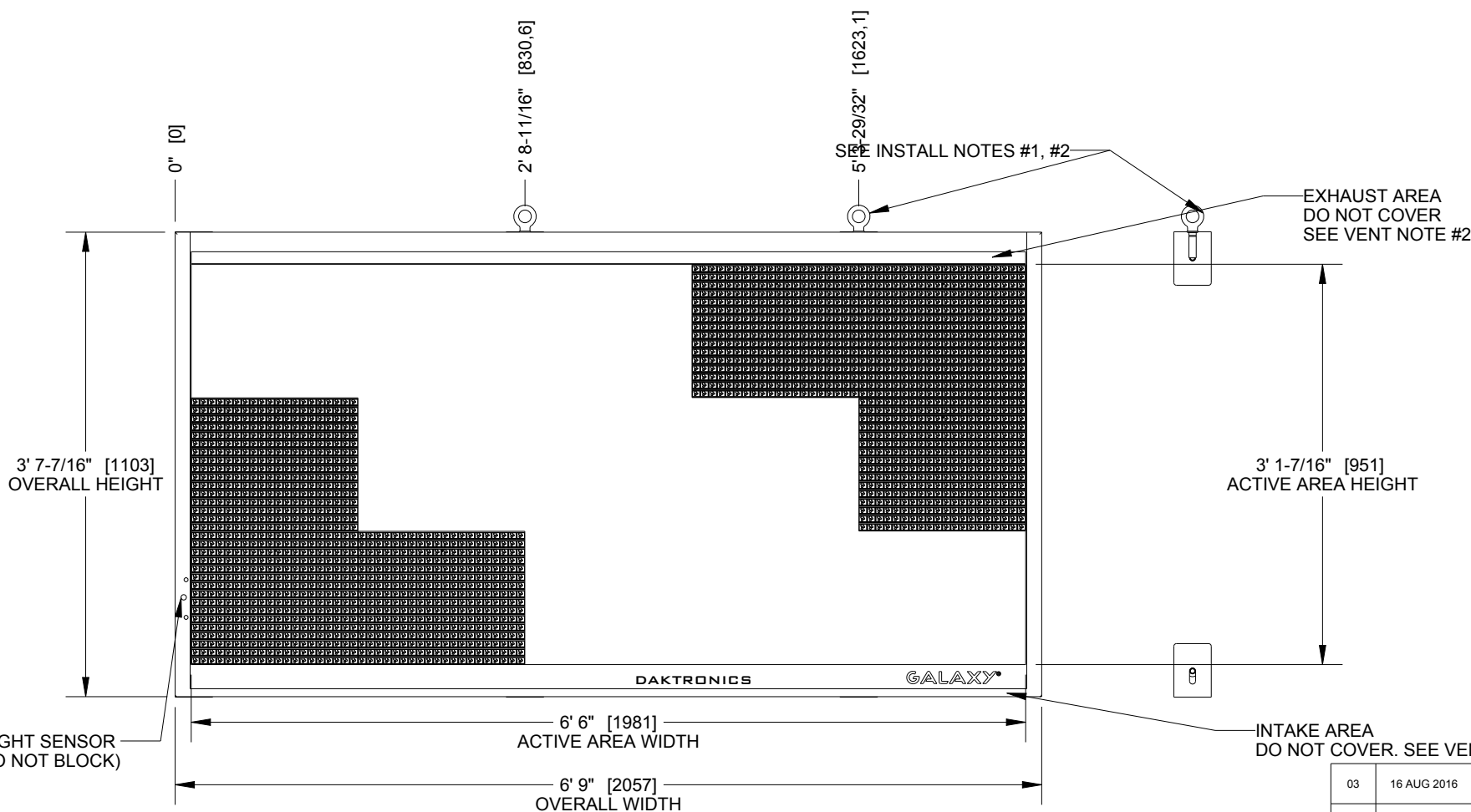
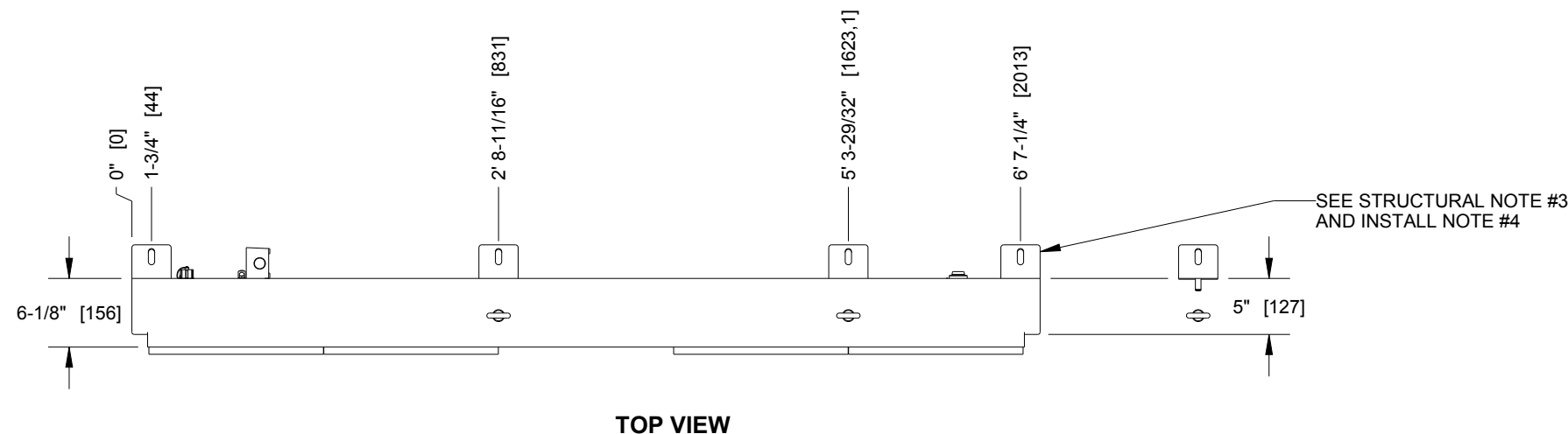
#	DETAIL	DESCRIPTION
1	DISPLAY	GS6 - AAAxBBB-CC (SEE CHART ON TOP LEFT)
2	LED COLOR	RED, AMBER, OR RGB
3	ACTIVE AREA	3' 1-7/16" [951] X 6' 6" [1981]
4	OVERALL SIZE	3' 7-7/16" [1103] X 6' 9" [2057]
5	CABINET	ALUMINUM & STEEL
6	VENTILATION	FRONT
7	ACCESS	SERVICE FROM FRONT OF DISPLAY
8	WEIGHT	176 LBS [80 KG] (APPROX)
9	SHIPPING	SHIPPED AS A SINGLE UNIT
10	DIMENSIONS	FEET AND INCHES [MILLIMETERS]
11	PAINTED	SEMI-GLOSS BLACK

STRUCTURAL RATING		
1	DESIGN WIND PRESSURE "P" (CASE A)	P<= .100 PSF (ASD)
2	STANDARD/CODE	IBC 2009/ASCE7-05, IBC 2012/ASCE7-10
3	ALL CLIP ANGLES MUST BE USED TO MOUNT DISPLAY	

POWER RATING PER SINGLE FACE: FOR SIZING ELEC. SERVICE MAX REQ'D SHOWN				
TECHNOLOGY	COLOR	MAX WATTS	120VAC 1PH 50/60Hz (2 WIRES + GND) DOMESTIC	240VAC 1PH 50Hz (2 WIRES + GND) INTERNATIONAL SPECIAL ORDER
			LINE 1 (AMPS)	LINE 1 (AMPS)
GS6	RED	468	3.90	1.95
	AMBER	468	3.90	1.95
	RGB	762	6.36	3.18

VENTILATION REQUIREMENTS	
1	DISPLAY RELIES ON VENTILATION TO FUNCTION PROPERLY. INTAKES, LOCATED AT THE FRONT OF THE DISPLAY, MUST BE ABLE TO DRAW IN AIR AT A TEMPERATURE NO GREATER THAN 120° F.
2	IN ORDER TO ENSURE AMBIENT TEMPERATURE AIRFLOW IS MAINTAINED, NO PORTION OF THE VENTILATION OPENINGS ALONG THE FRONT OF THE DISPLAY MAY BE COVERED OR OBSTRUCTED IN ANY WAY.

INSTALL NOTES	
1	IN ORDER TO PRESERVE THE STRUCTURAL INTEGRITY OF THE DISPLAY CABINET, THE 90° ANGLE BETWEEN THE CABINET AND THE LIFTEYE MUST BE MAINTAINED - USING A SPREADER BEAM IS SUGGESTED. ALL EYEBOLTS MUST BE USED WHEN LIFTING.
2	1/2" LIFTEYES TO ASSIST WITH DISPLAY INSTALLATION. LIFTEYES MAY NOT BE USED FOR PERMANENT INSTALLATION. LIFTEYES MAY BE REMOVED.
3	MECHANICAL AND SIGNAL CONNECTIONS OCCUR EXTERNAL TO DISPLAY.
4	CLIP ANGLE FOR MOUNTING. CLIP ANGLES CAN BE ADJUSTED VERTICALLY 1 - 3/16" AS NEEDED DURING INSTALLATION. CLIP ANGLE CAN BE WELDED OR BOLTED TO STRINGER. ALL CLIP ANGLE LOCATIONS MUST BE USED.
5	DAKTRONICS IS NOT RESPONSIBLE FOR THE MOUNTING HARDWARE OR THE INTEGRITY OF THE MOUNTING STRUCTURE.
6	DAKTRONICS IS NOT RESPONSIBLE FOR THE MAIN ELECTRICAL DISCONNECT. SEE POWER RATINGS ABOVE.
7	SEE DWG-03097583 FOR SIGNAL & MTG DETAILS



03	16 AUG 2016	PER EC-22282: UPDATED DRAWING LAYOUT	DJO	18434
02	09 MAY 16	UPDATED GALAXY LABEL	BAB	18436
01	27 OCT 2015	UPDATED 120/240 LINE AMPS	TJW	
REV	DATE:		BY:	

		THE CONCEPTS EXPRESSED AND DETAILS SHOWN ON THIS DRAWING ARE CONFIDENTIAL AND PROPRIETARY. DO NOT REPRODUCE BY ANY MEANS WITHOUT THE EXPRESS WRITTEN CONSENT OF DAKTRONICS, INC. OR ITS WHOLLY OWNED SUBSIDIARIES. COPYRIGHT 2016 DAKTRONICS, INC. (USA)		THIRD ANGLE PROJECTION	
PROJECT: GALAXY GS6 SERIES					
TITLE: SHOP DWG, GS6-R, 3' 8"x6' 9" (3x5 MODS)					
DATE: 14-AUG-17		DIM UNITS: INCHES [MILLIMETERS]		SHEET 1 OF 1	
SCALE: 1/15		DO NOT SCALE DRAWING		REV 04	
DESIGN: TWHITEH		JOB NO. P1817		FUNC - TYPE - SIZE E - 07 - B	
DRAWN: DOSTRAA		3111338			

**SALEM-KEIZER SCHOOL DISTRICT 24J
PRINGLE ELEMENTARY SCHOOL
SIGN PERMIT & CONDITIONAL USE PERMIT FOR
ELECTRONIC SIGN IN A RESIDENTIAL ZONE
WRITTEN STATEMENT**

APPLICANT:

Salem-Keizer School District 24J
Attn: Joel Smallwood
3630 State Street
Salem, OR 97301

OWNER:

School District 24J, Marion County, Oregon
3630 State Street
Salem, OR 97301

APPLICANT'S REPRESENTATIVE:

Margaret Gander-Vo, Attorney
Saalfeld Griggs PC
PO Box 470
Salem, OR 97308
Phone: 503-399-1070
Email: margaret@sglaw.com

**SUBJECT PROPERTY INFORMATION:**

The subject property is approximately 10.28 acres in size and located at 5500 Reed Lane SE, in Salem, Oregon, designated by the Marion County Assessor as Tax Map 8S-3W-14, Tax Lot 201 (the "**Subject Property**") as shown above and depicted on the attached **Exhibit "A."** The Subject Property is developed as the Salem-Keizer School District's (herein "**Applicant**") Pringle Elementary School. The City of Salem's (herein the "**City**") Comprehensive Plan Map designates the Subject Property as "Single Family Residential" (SF) and it is zoned "Residential Agriculture" (RA). (For Current Comprehensive Plan Designation and Zoning Map, See **Exhibit "B"**). The Subject Property is located within the City limits and within the City's Urban Service Area ("**USA**").

The surrounding properties have the following zoning designations:

DIRECTION	ZONING	DESIGNATION	USE
North	Single Family Residential/ Public Amusement	Single Family Residential/Public	Residential/Public Park
West	Single Family Residential	Single Family Residential	Residential Use
East	Residential Agriculture	Rural Residential	Residential Use
South	Single Family Residential	Single Family Residential	Residential Use

The Subject Property is located within the South Gateway Neighborhood Association (“**SGNA**”). Applicant contacted SGNA’s Chair and Land Use Chair on September 1, 2022, to provide notice and solicit comments in compliance with SRC 300.310. Applicant has submitted a copy of that correspondence as part of this Application (as defined below). An open house is not required for this Application.

Access to the Subject Property is provided by Reed Lane Southeast, classified as a collector street under the City’s Functional Street Classification Map (“**SCM**”). Applicant previously contacted Cherriots as part of the Site Plan Review process for the development of the Subject Property. The proposed sign replacement is not adjacent to any transit route and notification of this proposal is not required.

OWNERSHIP OF THE PROPERTY:

School District 24J, Marion County, Oregon, aka the Applicant, is the titled owner of the Subject Property. Applicant has provided a copy of the deed(s) of record as part of this Application.

BACKGROUND INFORMATION:

Prior to filing this Application, Applicant received approval for the renovation of Pringle Elementary including building additions, a new covered play area, demolition of one existing covered play structure and portable classroom, and reconfiguration of a parking lot on March 18, 2022 (the “**Site Plan Approval**”). However, the Site Plan Approval did not include the addition of an electronic sign.

SUMMARY OF PROPOSAL:

Applicant proposes the addition of an electronic sign to replace the existing reader board (the “**Proposed Sign**”). Under Section 900.025 and Section 900.045 of the Salem Revised Code (“**SRC**”), Applicant is required to obtain both a sign permit and a conditional use permit for an electronic display sign. As required under SRC 900.045(f) Applicant is filing these applications concurrently but for ease of review is providing a consolidated written statement, addressing the applicable approval criteria for both applications. The addition of the sign does not require a modification of the Site Plan Approval. The Applicant is the owner of the Subject Property and the sign will be installed by a licensed contractor as part of the development approved under the Site Plan Approval.

EXISTING SITE CONDITIONS:

The Subject Property has approximately nine hundred thirty three (933’) feet of frontage along Reed Lane Southeast. The Subject Property is currently the location of Applicant’s Pringle Elementary School (the “**Existing School**”). The Existing School use (basic education) is a special use in the RA Zone. The site is generally level with the West Middle Fork of Pringle Creek running through the western portion of the Subject Property. The Subject Property is fully served by necessary facilities. The Existing Conditions Plan has been submitted as part of this Application.

ADDITIONAL SUBMITTAL MATERIALS:

A proposed site plan, detailed drawing of the sign, elevations of the building, and material list for the electronic sign has been submitted as part of this Application (the “**Plan Set**”).

APPLICABLE DETAIL PLANS:

Detailed plans are prepared as policy guides to the Salem Area Comprehensive Plan (“**SACP**”) and are specific plans for a particular geographic area of the City, or for the provision or performance of some particular service or function. The SGNA does not have an adopted neighborhood plan.

SALEM TRANSPORTATION SYSTEM PLAN (STSP):

The STSP uses a Street Classification System to determine the functional classification of each street within the City’s street system. The Subject Property has approximately five hundred twenty nine (529’) feet of frontage along the portion of Reed Lane Southeast which is classified as a collector street in the STSP, the balance of the frontage is along the portion of Reed Lane which is classified as a local street. The Subject Property has two (2) driveways along Rockwood Street SE, one (1) for ingress and egress and one (1) for egress.

HOMEOWNERS ASSOCIATION INFORMATION:

The Subject Property is not subject to an active homeowner’s association (HOA). This Application does not require notice or approval from an HOA.

FINDINGS APPLYING TO THE APPLICABLE SALEM REVISED CODE CRITERIA FOR A SIGN PERMIT AND ELECTRONIC DISPLAY SIGN CONDITIONAL USE PERMIT

Under Section 900.025(a) of the SRC, Applicant is required to obtain a sign permit for the Proposed Sign as well as filing an application for a conditional use permit under SRC 900.045(a). The applicable approval criteria are set out in bold and italics below with Applicant’s proposed findings following in plain type.

Sec. 900.025. – Sign permits.

(d) Criteria. An application for a sign permit shall be granted if the following criteria are met:

(1) The sign meets the requirements of SRC chapter 56.

Proposed Finding: The Proposed Sign meets the requirements of the Building Code. Applicant will be required to apply for a building permit for this element of the development on the Subject Property. The applicable department will review and approve the Proposed Sign under the requirements of Chapter 56. This criterion is satisfied.

(2) The sign is allowed in the zone.

Proposed Finding: The Subject Property is zoned “RA” meaning that the Proposed Sign is permitted in the zone under a Conditional Use Permit. Concurrently with this Application, the Applicant is applying for a Conditional Use Permit under SRC 900.045. Provided Applicant demonstrates that it satisfies the applicable approval criteria in SRC 900.045(d), this criterion is satisfied.

(3) The sign will not interfere with the use of any public right-of-way, other public easements, or other publicly owned property.

Proposed Finding: The Proposed Sign is being installed on the southern wall of the Northwest Addition to the Existing School, visible from the primary entrance used for student drop-off. It will not be located within any right of way or public easements and will assist in Applicant’s public “basic education” use on the Subject Property. This criterion is satisfied.

(4) The sign conforms to all the applicable standards in this chapter.

Proposed Finding: The Proposed Sign is substantially similar to the signs used by Applicant on its other schools, conforming to the provisions of the sign and the building codes. By virtue of the current zoning of the Property, Applicant is submitting a Conditional Use Permit concurrently with its application for a sign permit demonstrating that the Proposed Sign satisfies the additional criteria set out in that section of Chapter 900.

Sec. 900.045. – Electronic display sign conditional use permits.

(d) Criteria. An application for an electronic display sign conditional use permit shall be granted if the following criteria are met:

(1) The sign will not create or significantly increase street level sign clutter;

Proposed Finding: The Proposed Sign will be located on southern wall of the Northwest Addition to the Existing School, visible from the primary entrance used for student drop-off. It will not add or create street level sign clutter.

(2) The sign will not adversely impact the neat, clean, orderly, and attractive appearance of the surrounding vicinity to a significant degree;

Proposed Finding: The Proposed Sign is located in a manner that is designed to communicate information to parents dropping off students as well as students arriving via bus, walking, or by bicycle. The Proposed Sign will be aesthetically pleasing and will help maintain a neat, clean, orderly and attractive appearance by replacing an older sign with an updated sign that will allow for the more effective dissemination of information, minimizing the need for additional signs advertising events or other important information elsewhere on the Subject Property. Further, the Proposed Sign is being proposed for an area which is shielded from the adjacent roads by street trees and will be angled in a manner that will minimize the visual impact on the surrounding residential areas. The fact that the Proposed Sign is replacing an existing sign, supports the determination that signs are an anticipated aspect of the Existing School and the basic education use, the addition of an electronic component to the sign will not affect the appearance of the surrounding vicinity. This criterion is satisfied.

(3) The sign will not create a traffic or safety hazard; and

Proposed Finding: The Proposed Sign is located in a manner that is designed to communicate information to parents dropping off students as well as students arriving via bus, walking, or by bicycle. The Proposed Sign is positioned in a way to not create a traffic or safety hazard. Due to the angle of the sign and the buffering from the existing street trees, drivers will not be able to view the sign from the surrounding vehicle use areas. This will eliminate any potential safety and traffic hazards associated with the sign. This criterion is satisfied.

(4) The sign complies with all other standards in this chapter, including, but not limited to, height and placement standards.

Proposed Finding: The Proposed Sign is substantially similar to the signs used by Applicant on its other schools, conforming to the provisions of the sign and the building codes. The Proposed Sign is approximately three feet seven and 7/16 (3' 7 7/16") inches tall by six feet nine (6' 9") inches wide and complies with the placement standards in the sign code. Applicant has provided the relevant details in the Plan Set, demonstrating compliance with these standards. This criterion is satisfied.

CONCLUSION:

Based on the findings contained in this written statement, the Applicant has satisfactorily addressed the applicable criteria for granting both the Sign Permit and the Conditional Use Permit for an electronic sign in a residential zone. Applicant respectfully requests that these Applications be approved.

EXHIBIT A TAX MAP

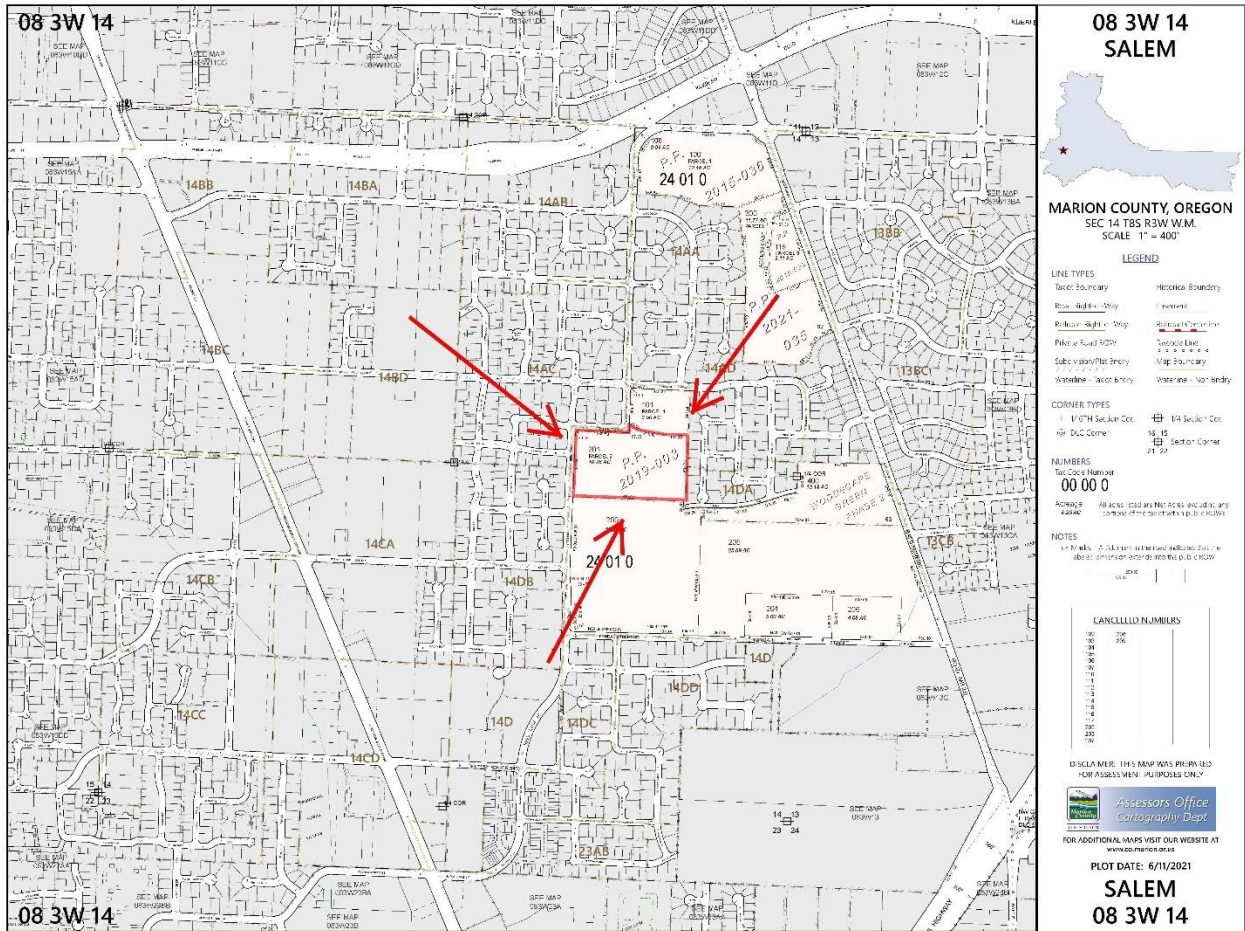
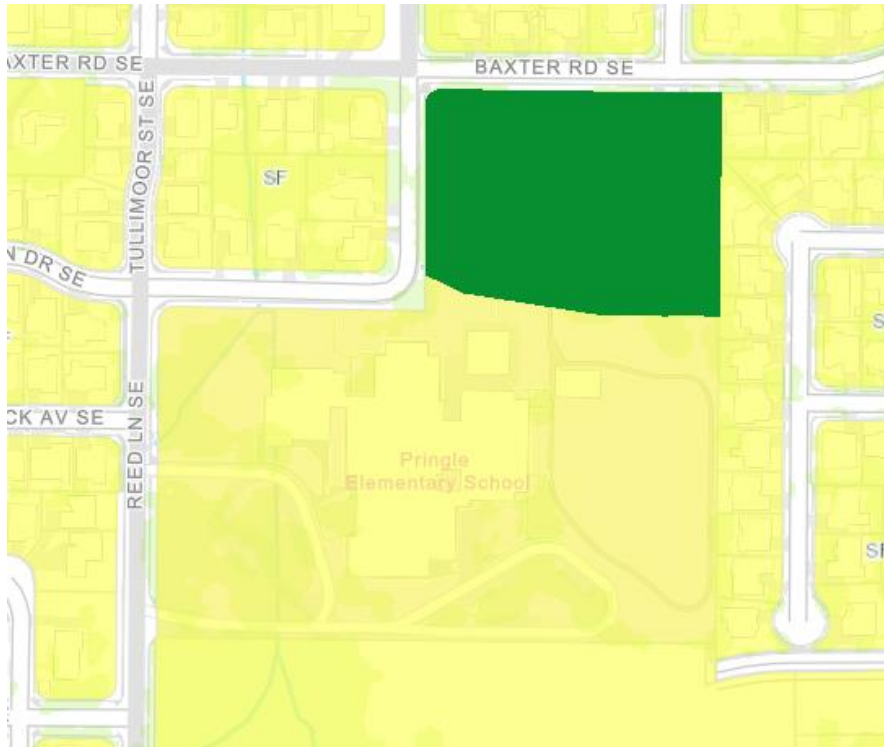


EXHIBIT B
COMPREHENSIVE PLAN DESIGNATION MAP



ZONING MAP

