

**SALEM HEARINGS OFFICER MINUTES**  
**July 26, 2023**

**Hearings Officer**  
Catherine Pratt

**Staff Present**  
Olivia Dias, Current Planning Manager  
Stephanie Myers, Zoning Inspector  
Zachery Cardoso, Recorder

Hearings Officer Catherine Pratt called the meeting to order at 5:30 p.m. and explained the procedures of the night's hearings. City of Salem staff members present were Olivia Dias, Current Planning Manager; Stephanie Myers, Zoning Inspector; and Zachery Cardoso, Recorder.

**1. SIGN VARIANCE / SIGN PERMIT**

- **VAR-SI23-01 for 3025-3033 Lancaster Dr NE**

**Request:** A request for a variance to increase the amount of wall signs, as allowed by SRC 900.290(c), to install three additional wall signs. The allowed square footage of signage is 282 sq ft. The square footage being applied for is 264 sq ft. The subject property is approximately 16.63 acres in size, zoned MU-I (Mixed-Use I), and located at 3025-3033 Lancaster Drive NE - 97301; (Marion County Assessor Map and Tax Lot Numbers 072W18BC / 0204, 3300, 3303).

The Hearings Officer 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 Olivia Dias 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 the staff report, staff recommends that the Hearings Officer **APPROVE** the request for a Sign Variance and Sign Permit for property located at 3025-3033 Lancaster Dr NE.

At this time the Hearings Officer had questions for Staff.

**PERSONS TESTIFYING:**

Applicant: Jeff Davis, 2809 Ajax Ave Suite 100, Rogers Arkansas 72758

At this time the Hearings Officer had questions for the applicant.

Neighborhood Association: None

Support: None

Oppose: None

Neutral: None

Rebuttal from Applicant: None

The Case Manager provided additional comments on the case.

The Hearings Officer had no additional questions for staff.

At this time the applicant waived their final written testimony.

With no further questions or testimony to present, the Hearings Officer closed the public hearing at 5:51 p.m.

The meeting ended at 5:51 P.M.

*Prepared by: Zachery Cardoso, July 26, 2023*

*Approved: July 27, 2023*

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