



## KEIZER PLANNING DEPARTMENT NOTICE OF DECISION Partition Case 2025-10

### I. REQUEST

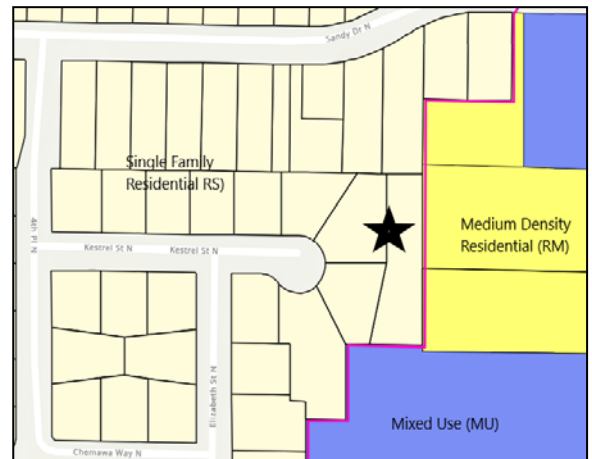
This report reviews a land use application proposing to divide an existing parcel of approximately 31,337 square feet into three separate parcels. The proposed division is as follows:

- **Parcel 1:** Approximately 9,902 square feet (net)
- **Parcel 2:** Approximately 7,001 square feet (net)
- **Parcel 3:** Approximately 9,748 square feet (net)

Access to all three parcels will be provided via a private access easement. Each parcel is intended for the development of middle housing types (4-plexes). (Exhibit 1)

### II. BACKGROUND

- A. APPLICANT/PROPERTY OWNER:** Chemawa Crossing LLC
- B. AGENT:** Multi-Tech Engineering
- C. PROPERTY LOCATION:** The subject property is located at 307 Kestrel Street N, identified on the Marion County Tax Assessor's as Township 7 South, Range 3 West, Section 02BB Tax Lot 00100 and 01300. (Exhibit 2)
- D. PARCEL SIZE:** The subject property is approximately 31,337 square feet in area.
- E. EXISTING DEVELOPMENT AND PUBLIC FACILITIES:** The subject property is undeveloped. Both public water and public sewer is available.
- F. ZONING:** The subject property is zoned RS (Single Family Residential) and designated Low Density Residential (LDR) in the Comprehensive Plan.
- G. ADJACENT ZONING AND LAND USES:** The properties to the north and west are zoned Single Family Residential (RS) and are developed with single-family homes. To the east, the properties are zoned Residential Medium Density (RM) and contain a multi-family development and a group living facility. The property to the south is zoned Mixed Use (MU) and is developed with a shopping center.



### III. COMMENTS

- A. The Keizer Public Works Department submitted comments (Exhibit 3) regarding requirements for public facilities necessary to serve the subject property (sanitary sewer, water and storm drainage) and conditions regarding the connection to the public right-of-way.
- B. The Marion County Surveyor's office submitted comments (Exhibit 4) regarding the process for platting the partition.
- C. The Keizer Fire District submitted comments (Exhibit 5) regarding fire code requirements.
- D. The City of Salem Public Works Department submitted comments stating the process for the sewer connection. (Exhibit 6)
- E. The Salem-Keizer Public Schools submitted comments noting the school capacities, current enrollments and expected impact of development. (Exhibit 7)
- F. The City of Keizer Police Department and the City of Salem Planning Department submitted that they have reviewed the proposal and have no comments.
- G. A letter requesting comments was sent to the surrounding property owners within 250 feet of the subject property. Comments were received from the following:
  - a. Alyssa Harris, residing at 5086 Elizabeth St N, expressed opposition to the project. Her concerns include potential overdevelopment of the neighborhood, safety issues related to having only one exit point, ongoing police-related activity in the area, drainage impacts, and a fear of decreasing property values. (Exhibit 8)
  - b. Moises Berumen, residing at 5056 Elizabeth St N, expressed opposition to the project. His concerns include high traffic speeds and the increasing difficulty of safely entering and exiting the development. (Exhibit 9)
  - c. Amy Zamarripa, residing at 417 Kestrel St N, expressed opposition to the development. Her concerns include the high-density nature of the project, the potential for increased crime in the neighborhood, a possible decrease in property values, and a belief that the development is not a good fit for the area. (Exhibit 10)

**STAFF RESPONSE:** Staff acknowledges the public comments received and appreciates the community's engagement in the land use process.

Concerns related to overdevelopment and density have been considered in the review of this application. The proposed development is subject to the standards and requirements of the Keizer Development Code, which regulates the type and intensity of uses allowed within each zoning district. The application will be required to demonstrate compliance with all applicable development standards.

It should be noted that, pursuant to House Bill 2001, the City was required to amend the Keizer Development Code to allow for “middle housing.” These changes were adopted and took effect in June 2022. Under the revised code, the RS (Single Family Residential) zone permits the development of duplexes, triplexes, and quadplexes based on lot size, without a prescribed density cap.

Regarding safety and traffic circulation, in 1993 the City Council voted to temporarily close 4th Street N to through traffic at the request of local residents, in order to reduce traffic associated with McNary High School. It was revisited in 2005 to make the closure permanent but was table and no further action was taken. While the development will rely on one primary access point, it must still comply with fire and emergency access requirements.

Drainage concerns are addressed through the City’s stormwater management standards. The applicant will be required to submit a professionally engineered stormwater drainage plan for review and approval prior to development. This ensures that stormwater will be managed on-site and will not adversely affect surrounding properties.

With regard to crime and property values, these are valid community concerns; however, they are not addressed within the City’s land use approval criteria. Land use decisions must be based solely on the project’s compliance with the objective standards set forth in the Keizer Development Code.

Staff finds that, with adherence to applicable code requirements and the application of appropriate conditions of approval, the proposed development can be designed to meet all applicable standards and to reasonably mitigate potential impacts.

#### **IV. FINDINGS AND CONCLUSIONS - PARTITION**

The following are findings that address the Partition request to divide the property into three lots in accordance with the Keizer Development Code. The approval, or denial, of a partition application is based on compliance with the decision criteria found in Section 3.107 of the Keizer Development Code. The criteria and staff’s findings for the applicable sections of the Keizer Development Code are following:

**A. SECTION 3.107.07.A - EACH PARCEL SHALL MEET THE ACCESS REQUIREMENTS OF SECTION 2.310.03.D.**

***All lots and parcels created after the effective date of this Ordinance shall provide a minimum frontage, on an existing or proposed public street, equal to the minimum width required by the underlying zone. Exceptions apply for Lots or parcels that are accessed via an access easement and flag lots.***

***FINDINGS:*** The intent of this provision is to ensure that newly created lots have sufficient frontage along a public street to allow development in accordance with city standards, including required building setbacks. However, this requirement

does not apply to lots or parcels accessed via an access easement, as specifically exempted in the code.

In this case, the applicant is proposing a 25-foot-wide access easement to serve the newly created lots. Therefore, this criterion is not applicable to the proposal.

**B. SECTION 3.107.07.B - EACH PARCEL SHALL SATISFY THE DIMENSIONAL STANDARDS OF THE APPLICABLE ZONING DISTRICT, UNLESS A VARIANCE FROM THESE STANDARDS IS REQUESTED AND APPROVED.**

**FINDINGS:** The subject property is located in the RS zone. The RS zone requires new lots to have a minimum average width of 40' and a minimum average depth of 70' to accommodate single-family detached dwellings, duplexes, triplexes, quadplexes and cottage clusters. The applicant's proposed plan and written statement indicate both lots exceed the minimum width requirement and the minimum depth requirement for these middle-housing types in the RS zone. Staff finds this request can satisfy this criterion.

**C. SECTION 3.107.07.C - EACH PARCEL SHALL COMPLY WITH THE REQUIREMENTS OF SECTION 2.310.**

**1. *Section 2.310.03.A. Minimum lot area shall conform to the requirements of the zoning district in which the parcel is located.***

**FINDINGS:** In the RS (Single Family Residential) zone, the minimum lot area is 4,000 square feet for a single-family detached dwelling or duplex, 5,000 square feet for a triplex, and 7,000 square feet for a quadplex or cottage cluster. Parcels may not be smaller than these minimums unless a variance is approved.

According to the applicant's proposed site plan:

- Parcel 1 is approximately 9,902 square feet (net)
- Parcel 2 is approximately 7,001 square feet (net)
- Parcel 3 is approximately 9,748 square feet (net)

As a condition of partition approval, all requirements of the Marion County Surveyor's Office must be met. This includes providing a surveyed plat showing both gross and net parcel areas, which will ensure that minimum lot sizes and dimensions are met.

Staff finds that the proposal can comply with this criterion.

2. ***Section 2.310.03.C. Lot width and depth. The depth of a lot or parcel shall not be more than 3 times the width of the parcel.***

***FINDINGS:*** The intent of this provision is to prevent the creation of parcels that are unusually deep and narrow, which can be difficult to serve and develop. It also aims to promote an orderly and efficient development pattern and use of property.

The submitted site plan demonstrates that the proposed parcels meet the minimum lot width-to-depth ratio requirements outlined in the Keizer Development Code. None of the parcels have a depth greater than three times their width.

Staff finds that the proposal complies with this criterion.

3. ***Section 2.310.03.D. Access. All lots and parcels shall provide a minimum frontage, on an existing or proposed public street, equal to the minimum lot width required by the underlying zone. The following exceptions shall apply - lots accessed via an access easement, lots in townhouse or Planned Unit Developments, cul-de-sac lots and flag lots.***

***FINDINGS:*** As noted above, the applicant's site plan shows that all three proposed parcels will obtain vehicular access via a 25-foot-wide private access easement. Each parcel exceeds the minimum required frontage of 20' on the easement, consistent with the exception outlined in this provision.

Therefore, staff finds that the proposal complies with this criterion.

4. ***Section 2.310.03.E. Flag Lots. Flag lots shall only be permitted if it is the only reasonable method by which the rear portion of a lot being unusually deep or having an unusual configuration maybe accessed.***

***FINDINGS:*** The applicant's site plan indicates all three parcels will be accessed via an access easement and will not be developed as a flag lot, therefore this criterion does not apply.

5. ***Section 2.310.03.G. The side lines of lots, as far as practicable, shall run at right angles to the right-of-way line of the adjacent street. The rear lot line shall be no less than ½ the dimension of the front lot line.***

***FINDINGS:*** The intent of this provision is to promote the creation of regularly shaped lots to ensure efficient use and development of land, and to avoid lots that are difficult to build on.

The subject property currently consists of two irregularly shaped lots. The proposed partition will result in two irregularly shaped parcels and one rectangular parcel. However, the proposed lot lines are generally oriented at right angles, to the extent practicable given the configuration of the property. Additionally, the rear lot lines of the proposed parcels meet the minimum requirement of being no less than one-half the dimension of the front lot lines. Therefore, staff finds that the proposal complies with this criterion.

6. ***Section 2.310.03.H. Utility easements shall be provided on lot area where necessary to accommodate public facilities. Such easements shall have a minimum total width as specified in Section 2.302.04 of the Keizer Development Code.***

***FINDINGS:*** Both the City of Keizer Public Works Department (Exhibit 3) and City of Salem Public Works Department (Exhibit 6) submitted comments pertaining to utility easements and facilities which have been included as conditions for the partition approval. This is a development requirement and shall be placed as a condition of approval of this partition application. Therefore, this request can comply with this criterion.

7. ***Section 2.310.05.A. Private Access. Private driveways serving flag lots, or private streets and access easements, shall be surfaced per the requirements of this Code.***

***FINDINGS:*** The applicant's proposed site plan indicates a 25'-wide access easement to serve all three lots. Per Section 2.302.08 of the Keizer Development Code, a minimum easement width of 20' is required for access serving single-family or duplex development. A width of 22' is required for triplex, quadplex, cottage cluster, or multi-family development, subject to Keizer Fire District approval for Fire Code compliance. Although the applicant has not finalized development plans, a potential fourplex has been mentioned. The proposed 25'-wide easement exceeds the minimum width requirement for all housing types and allows flexibility depending on the final development proposal. At the time of building permit review, City staff will verify that the width of the access easement meets the applicable standards of Section 2.302.08. Staff finds that this request can comply with this criterion.

8. ***Section 2.310.05.C. Street Frontage Improvements.***

***FINDINGS:*** The City has a legitimate governmental interest in ensuring that new development does not result in inadequate, unsafe, or inefficient public transportation facilities. This objective is achieved by requiring that adequate street improvements be provided in accordance with City standards. Under the KDC, if the street frontage of a subject property exceeds 100', is located on a collector or arterial street as designated in the City's Transportation System Plan (TSP), or extends an existing dedicated right-of-way, the applicant is required to improve the adjacent public street to current Public Works standards. Kestrel Street N is

classified as a local street in the City's TSP. Local streets are the lowest functional classification in the roadway system, intended primarily to provide access to adjacent land uses and to carry locally generated traffic at low speeds to the collector street network. Local streets also support neighborhood connectivity and are designed to discourage cut-through traffic. The majority of roadways in Keizer fall under this classification. As Kestrel Street N is designated a local street and is currently fully improved along the subject property's frontage, no additional street improvements are required as part of this application.

It should be noted that the Keizer Fire District submitted comments related to fire access and Fire Code compliance. While these comments fall outside the scope of the land use review criteria, they are acknowledged for the record. Additionally, the public right-of-way north of Kestrel Street N at 4th Place N is currently closed. In 1993, the Keizer City Council adopted a resolution for temporary closure of 4th Place N to address cut-through traffic associated with McNary High School. In 2005, the closure was revisited by both the City Council and the Traffic Safety Commission; however, no formal action was taken to make the closure permanent. The Keizer Fire District opposed both closure actions.

Based on Kestrel Street N being fully improved, staff finds that this request complies with this criterion.

**D. SECTION 3.107.07.D - IMPROVEMENTS OR DEDICATIONS THAT ARE REQUIRED AS A CONDITION OF DEVELOPMENT APPROVAL, IF NOT VOLUNTARILY ACCEPTED BY THE APPLICANT, SHALL BE ROUGHLY PROPORTIONAL TO THE IMPACT OF THE DEVELOPMENT.**

**FINDINGS:** As no right-of-way improvements or dedications are required as part of this application, staff finds that this criterion is satisfied.

**E. SECTION 3.107.07.E - EACH PARCEL SHALL COMPLY WITH THE APPLICABLE REQUIREMENTS WITHIN SECTIONS 2.301 (General Provisions); 2.302 (Street Standards); 2.303 (Off-Street Parking and Loading); 2.305 (Transit Facilities); 2.306 (Stormwater Management); 2.307 (Utility Lines and Facilities); and 2.309 (Site and Landscaping Design).**

**1. *Section 2.301 General Provisions.***

**FINDINGS:** The intent of this provision is to ensure that new development is adequately served by public facilities and to prevent situations where such facilities are insufficient to support the proposed use. The Keizer Development Code requires the provision of appropriate public facilities. The Public Works Department has submitted comments outlining specific requirements for extending public services to the proposed parcels. Compliance with these requirements will be ensured through the building permit review process and will be included as a condition of partition approval. Therefore, staff finds that this proposal satisfies this criterion.

**2. Section 2.302 Street Standards.**

**FINDINGS:** Street standards are intended to ensure safe, efficient, and convenient vehicular movement; provide adequate access to all proposed development; and accommodate the placement of sidewalks, storm and sanitary sewers, water lines, power, gas, and other utilities within public rights-of-way. The applicant proposes to serve all parcels via a newly created private access easement extending from Kestrel Street N. While no public street improvements are proposed or required as part of this application, the applicant will be required to dedicate a 10-foot public utility easement (PUE) along the Kestrel Street N frontage and construct a driveway approach from Kestrel Street to the subject property. With these requirements included as conditions of approval, staff finds that the proposal may comply with this criterion. Standards related to the private access easement are addressed in a separate section of this report.

**3. Section 2.302.08. Private Access Easements. A. Width; B. Maintenance; C. Turn-around; D. Parking; E. Trees Along Access Easements; F. Screening:**

**FINDINGS:** The intent of this provision is to ensure that private access easements are constructed in accordance with City standards to prevent the creation of substandard access that may be inadequate for vehicular use or emergency response. Access easements may not exceed 300' in length and must be a minimum of 20' wide when serving single-family or duplex development. When serving as the sole access for two or more parcels, a turn-around must also be provided. For developments proposing a triplex, quadplex, cottage cluster, or multi-family use, access easements must be at least 22' wide and are subject to review by the Keizer Fire District for compliance with applicable Fire Code regulations. All access easements must also meet the requirements of Section 2.303 of the Keizer Development Code, as well as other applicable vehicle access standards outlined in the City's Public Works Street Standards. The Keizer Fire District has submitted comments related to the proposed access easement (see Exhibit 5), which are incorporated into this decision.

**Width:** As stated above, access easements must be a minimum of 20' wide for single-family or duplex development. For triplex, quadplex, cottage cluster, or multi-family development, a minimum width of 22' is required, and the easement must be reviewed by the Keizer Fire District for compliance with Section 2.303.11 of the Keizer Development Code. Additionally, the RS zone requires a minimum 5-foot setback between the edge of an access easement and any structure. The applicant's proposed site plan shows a 25-foot-wide access easement, approximately 141' in length. Based on the width, the proposal can meet the access standards for single-family, duplex, triplex, or fourplex development. As a condition of partition



approval, the location and dimensions of the access easement must be shown on the final partition plat to ensure compliance with applicable standards. The access easement must be constructed prior to approval of the final plat. Alternatively, the applicant may provide a performance bond, improvement agreement, or other security acceptable to the City, as provided in Sections 3.202.02.E.3 and 3.202.05.B of the Keizer Development Code.

**Maintenance:** Provisions for maintenance of the access easement, address display signage, and “No Parking” signage must be established through a maintenance agreement, homeowners association, or other legal instrument acceptable to the City. This instrument shall be recorded with the Marion County Clerk and must include language stating that it cannot be extinguished without written approval from the City of Keizer. The draft agreement must be submitted to the Keizer Planning Department for review and approval prior to recording. The applicant is required to record the approved maintenance agreement immediately following the recording of the final plat and must provide a recorded copy to the City. Proof of recording must be submitted prior to the issuance of any building permits for the newly created parcels. This requirement shall be included as a condition of partition approval.

**Turn-around:** The Keizer Development Code and the Keizer Fire District require a turnaround when an access easement serves as the sole access for two or more parcels, or when the easement exceeds 150’ in length, measured along an approved route around the exterior walls of the buildings. The proposed access easement will serve all three lots and exceeds 150’ in length. The site plan includes a turnaround area that meets the applicable standards.

**Parking:** No parking is allowed within the required access easement width allowing emergency vehicles to be able to access the new parcels. Installation of “No Parking” signage is required to be installed when the access easement is constructed.

**Trees Along Access Easements:** In certain cases, streetscape trees are required along access easements. When applicable, tree planting must comply with the provisions of Section 2.309 of the Keizer Development Code. For parcels with less than 60’ of frontage along an access easement, one streetscape tree is required. For parcels with 60’ or more, two streetscape trees must be planted. Each proposed parcel measures more than 60’ along the access easement and will therefore be required to plant two streetscape trees. Streetscape tree locations must be shown on the Tree Replacement Plan and approved by the City of Keizer Planning Department. Trees must be selected from the City’s approved tree list and planted within the boundaries of each lot. Streetscape tree planting will be required as a condition of Certificate of Occupancy for any new dwelling.

Based upon the submitted site plan, the proposed private access easement

can comply with Section 2.302.08. With the above-mentioned condition regarding the turn-around and planting of trees, staff finds this request satisfies this criterion.

**4. Section 2.303 Off-Street Parking and Loading:**

**FINDINGS:** Oregon Administrative Rule (OAR) 660-012-0440 eliminates off-street parking requirements, however, the applicant's site plan indicates parking will be provided. When parking spaces are provided, they are required to be a minimum 9' x 18' and will be reviewed at the time of building permit approval. Staff finds this request can comply with this criterion.

**5. Section 2.305 Transit Facilities:**

**FINDINGS:** No transit facilities are proposed with this development, and are not necessary. Therefore, this criterion is not applicable to this proposal.

**6. Section 2.306 Provide for the management and control of stormwater runoff from all new development.**

**FINDINGS:** The intent of this provision is to ensure that adequate storm drainage is provided to prevent stormwater runoff from becoming a nuisance or causing impacts to surrounding properties.

The Public Works Department has submitted comments outlining the requirements for storm drainage facilities. All building roof and foundation drains must be directed to the proposed stormwater quality facilities and shall not discharge to Kestrel Street N.

The applicant has submitted preliminary stormwater plans, which have been reviewed by Public Works. Based on the information provided, the proposed development can reasonably comply with the requirements of Chapter 400 of the Keizer Design Standards. Prior to final plat approval and issuance of construction permits, the applicant's engineer must submit a final storm drainage plan and supporting design calculations demonstrating full compliance with applicable standards. A final grading and drainage plan, including finished grade elevations, will also be required before the partition plat can be recorded. In addition, an Erosion Control Permit must be obtained from the City of Keizer before any soil disturbance occurs on the site. With these requirements included as conditions of approval, staff finds that the proposal can satisfy this criterion.

**7. Section 2.309 Site and landscaping design.**

**FINDING:** The intent of this provision is to ensure that new trees are planted to replace those removed during site development, with a particular focus on

preserving or mitigating the loss of “significant trees.” Significant trees are defined as those equal to or greater than 50’ in height or 12 inches in diameter.

The applicant submitted a tree plan indicating that all 46 trees are proposed to be removed to accommodate the development. While the City acknowledges that certain factors—such as disease, safety concerns, or site constraints—may necessitate the removal of significant trees, staff believes that some trees along the perimeter of the site may be suitable for preservation.

As a condition of partition approval, the applicant shall provide an arborist report evaluating the health and condition of the trees proposed for removal, specifically addressing why any perimeter trees cannot be retained.

The Keizer Development Code requires tree replacement at a 2:1 ratio for trees removed. The six required streetscape trees may be counted toward this replacement requirement. Prior to final plat approval, the applicant must submit an updated Tree Removal Plan along with a Tree Replacement Plan identifying both trees to be retained and new trees to be planted. Replacement trees must meet minimum size standards: 2-inch caliper for deciduous trees and 8’ in height and fully branched for evergreen trees.

Planting of all required trees shall be completed prior to issuance of the Certificate of Occupancy for any new dwelling.

With these conditions in place, staff finds that the proposal can comply with this criterion.

**F. SECTION 3.107.07.F - ADEQUATE PUBLIC FACILITIES SHALL BE AVAILABLE TO SERVE THE EXISTING AND NEWLY CREATED PARCELS:**

**FINDINGS:** The applicant has indicated that public water and sewer are available or can be extended to serve the subject property. As a condition of partition approval, the requirements of the Public Works Department regarding public facilities must be adhered to as outlined in Exhibit 3 of this report. This request satisfies this criterion.

**V. DECISION**

Notice is hereby given that the Zoning Administrator for the City of Keizer has **APPROVED THE PARTITION WITH CONDITIONS AND REQUIREMENTS** noted below.

Any interested person, including the applicant, who disagrees with this decision, may request an appeal be considered by the Keizer Hearings Officer at a public hearing. The appeal is subject to the appellant paying a \$250.00 fee. This fee may be refunded if the

appeal is successful. An appeal request must be submitted in writing on a form provided by the City of Keizer. The appeal request must be received in the Keizer Planning Department, 930 Chemawa Road NE, Keizer by **5:00 p.m. on August 18, 2025.**

**Unless appealed, this decision becomes final on August 9, 2025.**

**Partition approval is only valid if the final plat is recorded prior to August 19, 2027.**

## **VI. CONDITIONS AND REQUIREMENTS**

The following conditions shall be completed, including review and approval by the appropriate department, prior to the time lines outlined below. Compliance with the Conditions of Approval shall be the sole responsibility of the applicants and/or property owner.

### **General:**

1. The Keizer Development Code requires the developer to connect to public utility services. The Development Code also requires all utility services to be placed below ground. These requirements apply to this request. Further, the developer is responsible for all utility connection costs. The City's System Development Charges for park development, water system improvements and transportation improvements shall be the fee in place at the time of building permit application. These Development charges, as well as those involving the extension of sewer, water, and storm drainage, will apply to this request.

### **Prior to Preliminary Plat Approval:**

2. A detailed preliminary plat shall be submitted to the Marion County Surveyor's Office for review. The Marion County Surveyor's Office will then submit the preliminary plat to Keizer for review. The Preliminary Plat must be submitted for review prior to submittal of a final plat.
  - a. Parcels ten acres and less must be surveyed.
  - b. Per ORS 92.050, plat must be submitted for review.
  - c. Checking fee and recording fee is required.
  - d. A current or updated title report must be submitted at the time of review. Title reports shall be no less than 15 days old at the time of approval of the plat by the Surveyor's Office, which may require additional updated reports.

### **The detailed preliminary plat shall include the following provisions:**

- e. The preliminary plat shall substantially conform to the proposed partition request.
- f. Lots shall comply with all area and dimension requirements for lots within the Single Family Residential (RS) zone.
- g. Both gross and net area calculations must be shown on the preliminary and final plat.

- h.** Include all engineering elements as required by the Department of Public Works requirements.
- i.** Include a signature line for the City Engineer.

**Prior to Final Plat approval (Mylar):**

3. The applicant shall submit a final partitioning plat prepared by a registered professional surveyor which conforms to the approved preliminary plat. Following plat approval, the final plat and title transfer instruments accomplishing the property adjustments shall be recorded with the Marion County Clerk by August 19, 2027. The plat shall include all engineering elements as required by the Department of Public Works.
4. The access easement, address display signage and “no parking” signs must be built or installed prior to approval of the final plat. In lieu of this, the applicant may obtain a performance bond, improvement agreement or other instrument acceptable to the City as outlined in Section 3.202.02.E.3 and 3.202.05.B of the Keizer Development Code. Contact the Planning Department for Improvement Agreements.
5. Provisions for the maintenance of the access easement, turn-around, address display signage and “no parking” signs shall be provided in the form of a maintenance agreement, homeowners association, or other instrument and provided to the City of Keizer Planning Department for review and approval.
6. An arborist report shall be submitted to the Planning Department evaluating the health and condition of all trees proposed for removal. Trees located along the perimeter of the property shall be retained to the greatest extent practicable, unless the arborist determines that retention is not feasible.
7. Upon completion of the arborist report, an updated Tree Removal and Replacement Plan shall be submitted to the Planning Department for review and approval. The plan must clearly identify all trees approved for removal and indicate the location of all new trees to be planted on each parcel. Every effort shall be made to retain as many existing trees as possible. Final tree removal and replacement shall be completed in accordance with the approved plan and is subject to verification by the Planning Department prior to issuance of a Certificate of Occupancy.
8. The following applicable requirements/conditions of the Public Works Department must be met as outlined below:

**General:**

- a) The final plat map and exhibits shall show the location of all existing easements on the properties, as well as provide easements for all existing and proposed utilities crossing the proposed Parcels.
- b) It is recommended that the Applicant or Applicant's engineer request a pre-design meeting with City staff prior to submitting construction drawings for

review, to aid in the plan review and permitting process.

- c) Construction permits will be required for any construction within a public street, right-of-way, or City easement, for any public infrastructure on private property, and for erosion control and stormwater management on private property. (KDC 2.302.06)
- d) If approved by the Director, the required improvements may not be required before City approval of the plat, but shall be completed prior to the issuance of any certificates of occupancy for any buildings on the Subject Property (KDC 2.310.05.D)
- e) Street opening permits are required for any work within the City right-of-way or easements that is not covered by a construction permit. (KDC 2.302.06)
- f) Erosion control permits shall be obtained from the City prior to the disturbance of any soil on the subject property. (KDC 2.306.05)
- g) A pre-construction conference shall be required prior to commencement of any construction under permits issued by the City.
- h) The Applicant shall coordinate the location of individual or cluster box unit (CBU) mailboxes with the U.S. Postal Service.
- i) New electricity, gas, and communications services to serve the Parcels shall be installed underground and pursuant to the requirements of the company serving the development. (KDC 2.307.02.C)

**Street System:**

- a) Dedicate a 10-foot public utility easement (PUE) along the frontage of the street rights-of-way. (KDC 2.302.04)
- b) Provide a driveway approach from Kestrel Street NE to the Subject Property. (KDC 2.302.03.N)
- c) The driveway approach and Development-side accessway grading shall not increase the elevation of the existing property adjacent to the cul-de-sac or otherwise cause stormwater runoff to back up into the street or onto neighboring properties. (KDC 2.310.05; Keizer Design Standards 400.3)
- d) Final development plans shall be reviewed by the Keizer Fire District regarding emergency vehicle access and adequate location of fire hydrants or other fire protection systems prior to any issuance of construction permits by the City. (KDC 2.301.03, Marion County Fire Code Applications Guide)

**Sanitary Sewer System:**

- a) Extension of the existing public sanitary sewer mains is not required unless it

is necessary to adequately provide service to the Development.

- b) City of Salem approval for local sewer permits will need to be issued prior to the start of construction.(Salem-Keizer IGA for Wastewater Treatment)
- c) Any septic tank and/or drainfield located on the Subject Property shall be abandoned according to the requirements of the appropriate agency and evidence of compliance submitted to the City prior to issuance of any building permits on the subject property. (KDC 2.301.03)

**Storm Drainage System:**

- a) Construct stormwater collection, conveyance, treatment, and retention facilities to accommodate new impervious surfaces on the Development, in accordance with Keizer Design Standards Chapter 400.
- b) Stormwater runoff from all proposed Development shall be conveyed to the proposed stormwater facilities.
- c) The proposed shared stormwater improvements shall be completed and approved by the City prior to the City's support of any certificates of occupancy on the Subject Property.
- d) Public Works has reviewed the preliminary stormwater plans and report provided with this application for reasonable conformance with the Keizer Design Standards. The following items will need to be addressed in the final design in addition to the Chapter 400 requirements:
  - a. The Applicant's engineer shall submit a final overall storm drainage plan and design calculations, demonstrating conformance to the Standards, for review and approval prior to issuance of construction permits for the development.
  - b. The final storm drainage report shall demonstrate that the proposed Development will not reduce or otherwise negatively impact the storage and infiltration capacity of the existing City stormwater system on or near the Subject Property.
  - c. The proposed stormwater facility shall retain and treat the entire WQE to the MEF. The facility shall also retain stormwater runoff for the 2-year, 5-year, 10-year, 25-year, 50-year, and 100-year design storm events, not allowing any increase in runoff for all storm events.
  - d. The proposed piped overflow, shown connecting into the existing City storm drainage system, will not be permitted by the Director. The Applicant's engineer shall evaluate and propose a different option for the emergency overflow, possibly utilizing onsite parking lot storage or infiltration. If they cannot determine an alternate emergency overflow route to a viable downstream system, the Director may

require modification of the existing City storm system in the vicinity of Kestrel Street N.

- e. Proposed Building 3 shall not be constructed any closer than 5' lateral distance or a 1:1 angle of influence, whichever is greater, to the existing City perforated storm main located on the Subject Property.
- e) Complete and submit to the City an executed Private Stormwater Maintenance Agreement for all private stormwater facilities prior to: 1) City approval of the final plat, 2) putting the stormwater facilities into operation, or 3) City support of the release of any building occupancy certificates, whichever comes first. (KDC 2.306.03.F.; Keizer Design Standards 400.2.W.2)
- f) A grading and drainage plan shall be developed for the subject property in conformance with the Keizer Design Standards. The plan shall include details of adequate stormwater conveyance from all contributing areas across the subject property and shall include existing elevations and proposed lot corner elevations. The plan shall be submitted to and approved by the Public Works Department prior to the issuance of any erosion control or construction permits for the development.

**Water System:**

- a) Final development plans shall be reviewed by the Keizer Fire District regarding emergency vehicle access and adequate location of fire hydrants or other fire protection systems prior to any issuance of construction permits by the City. (KDC 2.301.03; Marion County Fire Code Applications Guide)
- b) The location of all water meters and backflow prevention devices are required to be approved by the Public Works Department prior to construction. (Keizer Design Standards 500.3.H)
- c) All fire hydrants constructed on the City water system shall be installed in accordance with City requirements (Keizer Design Standards 500.3.I)

**Prior To Obtaining Building Permit(s):**

- 9. All required public utility services shall be completed to the satisfaction of the Department of Public Works.
- 10. The property owner must submit documentation to the City of Keizer Planning Department that the Maintenance Agreement for the access easement has been recorded with Marion County Recorder's Office.
- 11. Provided parking must comply with the provisions of the Keizer Development Code. Spaces must be 9' wide and 18' long and must be a hard, durable, dust-free surface built according to public works standards.



**Prior to Obtaining Building Permit Final:**

12. The residential address requirements found in the Oregon Uniform Fire Code shall be completed as approved by the Keizer Fire District and City of Keizer Planning Department. Address display sign are required at Crater Av N identifying addresses on access easement.
13. Two street tree must be planted on each parcel. Trees must be minimum of 2" caliper for deciduous trees and 8' in height and fully branched for evergreen trees when planted.
14. Replacement trees must be planted on each lot, as shown on the updated Tree Replacement plan before a Certificate of Occupancy of any new dwellings is approved. Trees must be minimum of 2" caliper for deciduous trees and 8' in height and fully branched for evergreen trees when planted.

The proposed Partition complies with Section 3.107 of the Keizer Land Development Code. Based on the above findings, staff concludes the proposal complies with the applicable decision criteria and approves the proposal subject to conditions outlined in Section VI. Conditions and Requirements of this report.

If you have any question about this application or the decision please call (503) 856-3441 or visit the Planning Department at 930 Chemawa Rd NE, Keizer, Oregon.

REPORT PREPARED BY: Dina Horner, Assistant Planner

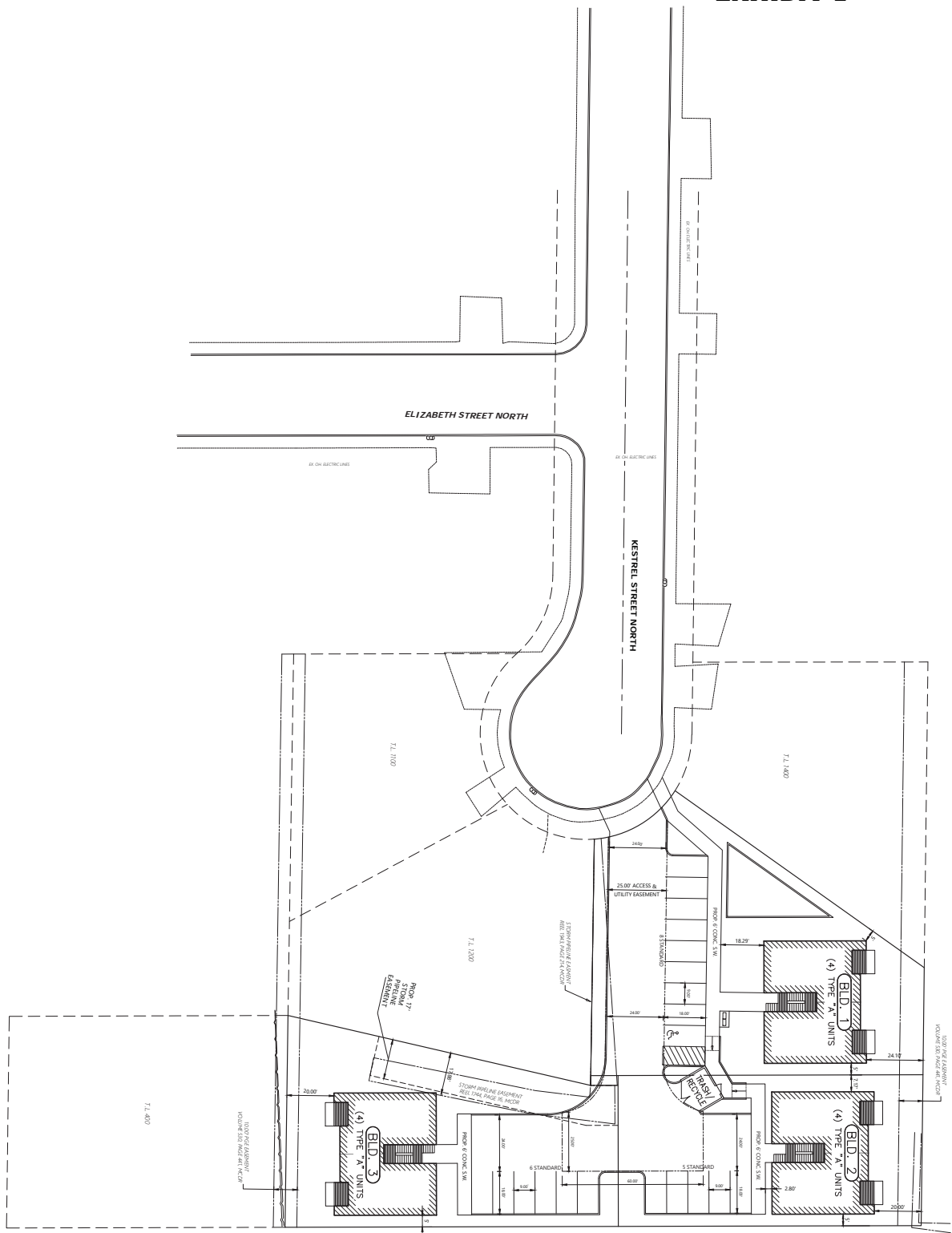
Approved by:



Shane Witham, Planning Director

DATE: August 8, 2025

# EXHIBIT 1



701

DESIGNER'S SEAL

77649 701-016

Design: M.D.G.  
 Drawn: J.F.G. & M.K.D.  
 Checked: J.J.G.  
 Issue Date: 6/16/25  
 Scale: AS SHOWN

NO CHANGES, MODIFICATIONS  
 OR REPRODUCTIONS TO BE  
 MADE TO THESE DRAWINGS  
 WITHOUT WRITTEN  
 AUTHORIZATION FROM THE  
 DESIGN ENGINEER.

DIMENSIONS & NOTES TAKE  
 PRECEDENCE OVER  
 GRAPHICAL REPRESENTATION.

## KESTREL STREET PARTITION

## SITE PLAN

W  
E  
N  
S  
E

SCALE: 1" = 20'

**MULTI/TECH**  
 ENGINEERING SERVICES, INC.  
 1155 134th ST., S.E., SALEM, OR, 97302  
 PH: (503) 363-1127 FAX: (503) 363-1280  
 www.mtengineering.net office@mtengineering.net

07 3W 02BB

EXHIBIT 2

07 3W 02BB



07 3W 02BB  
KEIZER



MARION COUNTY, OREGON  
NW1/4 NW1/4 SEC2 T1S R3W W.M.  
SCALE 1" = 100'

LEGEND

- LINE TYPES
- Taxlot Boundary
  - Road Right-of-Way
  - Railroad Right-of-Way
  - Private Road ROW
  - Subdivision/Plat Boundary
  - Waterline - Taxlot Boundary
  - Waterline - Non Boundary
- Historical Boundary
- Easement
- Railroad Centreline
- Taxcode Line
- Map Boundary

CORNER TYPES

- + 1/6th Section Cor.
- ⊕ 1/4 Section Cor.
- ⊙ D/C Corner
- 16, 15 Section Corner
- 21, 22

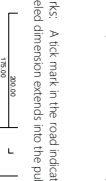
NUMBERS

Tax Code Number

00 00 0

NOTES

Tick Marks: A tick mark in the road indicates that the labeled dimension extends into the public ROW



CANCELLED NUMBERS

200
201
3400B1
3500
3601
3700
3801
3901
4001
4101
4201
4301
4400A1

DISCLAIMER: THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSES ONLY



FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT  
www.co.marion.or.us

PLOT DATE: 10/16/2020

KEIZER

07 3W 02BB

**PARTITION CASE NO. 2025-10****PROPERTY ADDRESS: 307 KESTREL STREET NE**

The Applicant is requesting to partition two existing tax lots, totaling approximately 31,337 square feet in area, into three proposed parcels. Proposed Parcel 1 will contain a net area of approximately 9,902 square feet, Parcel 2 will contain a net area of approximately 7,001 square feet, and Parcel 3 will contain a net area of approximately 9,748 square feet. The proposed Parcels will access Kestrel Street NE through a shared driveway and private access easement. All three parcels are proposed to be developed under middle housing criteria, with a fourplex on each parcel. The Subject Property is zoned Single Family Residential (RS) and has a Comprehensive Plan designation of Low Density Residential (LDR) and is located at 307 Kestrel Street NE (073W02BB Tax Lots 00100 and 01300).

**EXISTING CONDITIONS:**

- a) The existing property has access and frontage along the east cul-de-sac of Kestrel Street NE, a Local street in the Keizer Transportation System Plan (TSP).
- b) The subject property is located within the original Keizer Sewer District.
- c) An 8-inch concrete City sanitary sewer main is located in Kestrel Street NE, terminating at a manhole approximately 40 feet west of the Subject Property.
- d) A 6-inch ductile iron City water main is located along the north side of Kestrel Street NE, terminating at a blowoff assembly approximately 10 feet northwest of the Subject Property.
- e) An 8-inch PVC City storm drain is located within Kestrel Street NE, terminating at a City catch basin at the east apex of the cul-de-sac curb. A 10-inch solid PVC City storm drain continues east from this catch basin, along the shared property line between the Subject Property and Tax Lot 1200 and terminates at a City storm manhole with a solid lid (approximately shown on the Applicant's site plan). From this manhole, a 12-inch perforated PVC City storm drain extends approximately 70 feet south southwest, located within the existing City easement on the Subject Property.
- f) The perforated stormwater system mains and downstream City drywell are part of a DEQ-registered Underground Injection Control system documented as Asset ID SW-UIC-8.
- g) The Subject Property is located within a stormwater "Critical Basin" as defined in Keizer Design Standards Chapter 100.
- h) Per the Oregon Rapid Wetland Assessment Protocol (ORWAP), the Property does not include any mapped wetlands or hydric soils.
- i) Per Flood Insurance Rate Map Numbers 41047C0194G the Property is located outside of any mapped Special Flood Hazard Areas (SFHA).
- j) Per the Statewide Landslide Information Layer for Oregon (SLIDO) maps (maintained by the Oregon Department of Geology and Mineral Industries), the

Subject Property is outside of any mapped landslide susceptibility areas.

**PUBLIC WORKS DEPARTMENT REQUIREMENTS.** The Public Works Department has reviewed the development application, tentative plat map, preliminary construction plans, preliminary stormwater report, and supporting information, and recommends the following conditions of approval and Development requirements:

**General:**

- a) The final plat map and exhibits shall show the location of all existing easements on the properties, as well as provide easements for all existing and proposed utilities crossing the proposed Parcels.
- b) It is recommended that the Applicant or Applicant's engineer request a pre-design meeting with City staff prior to submitting construction drawings for review, to aid in the plan review and permitting process.
- c) Construction permits will be required for any construction within a public street, right-of-way, or City easement, for any public infrastructure on private property, and for erosion control and stormwater management on private property. (KDC 2.302.06)
- d) If approved by the Director, the required improvements may not be required before City approval of the plat, but shall be completed prior to the issuance of any certificates of occupancy for any buildings on the Subject Property (KDC 2.310.05.D)
- e) Street opening permits are required for any work within the City right-of-way or easements that is not covered by a construction permit. (KDC 2.302.06)
- f) Erosion control permits shall be obtained from the City prior to the disturbance of any soil on the subject property. (KDC 2.306.05)
- g) A pre-construction conference shall be required prior to commencement of any construction under permits issued by the City.
- h) The Applicant shall coordinate the location of individual or cluster box unit (CBU) mailboxes with the U.S. Postal Service.
- i) New electricity, gas, and communications services to serve the Parcels shall be installed underground and pursuant to the requirements of the company serving the development. (KDC 2.307.02.C)

**Street System:**

- a) Dedicate a 10-foot public utility easement (PUE) along the frontage of the street rights-of-way. (KDC 2.302.04)
- b) Provide a driveway approach from Kestrel Street NE to the Subject Property. (KDC 2.302.03.N)
- c) The driveway approach and Development-side accessway grading shall not increase the elevation of the existing property adjacent to the cul-de-sac or

otherwise cause stormwater runoff to back up into the street or onto neighboring properties. (KDC 2.310.05; Keizer Design Standards 400.3)

- d) Final development plans shall be reviewed by the Keizer Fire District regarding emergency vehicle access and adequate location of fire hydrants or other fire protection systems prior to any issuance of construction permits by the City. (KDC 2.301.03, Marion County Fire Code Applications Guide)

**Sanitary Sewer System:**

- a) Extension of the existing public sanitary sewer mains is not required unless it is necessary to adequately provide service to the Development.
- b) City of Salem approval for local sewer permits will need to be issued prior to the start of construction.(Salem-Keizer IGA for Wastewater Treatment)
- c) Any septic tank and/or drainfield located on the Subject Property shall be abandoned according to the requirements of the appropriate agency and evidence of compliance submitted to the City prior to issuance of any building permits on the subject property. (KDC 2.301.03)

**Storm Drainage System:**

- a) Construct stormwater collection, conveyance, treatment, and retention facilities to accommodate new impervious surfaces on the Development, in accordance with Keizer Design Standards Chapter 400.
- b) Stormwater runoff from all proposed Development shall be conveyed to the proposed stormwater facilities.
- c) The proposed shared stormwater improvements shall be completed and approved by the City prior to the City's support of any certificates of occupancy on the Subject Property.
- d) Public Works has reviewed the preliminary stormwater plans and report provided with this application for reasonable conformance with the Keizer Design Standards. The following items will need to be addressed in the final design in addition to the Chapter 400 requirements:
  - (i) The Applicant's engineer shall submit a final overall storm drainage plan and design calculations, demonstrating conformance to the Standards, for review and approval prior to issuance of construction permits for the development.
  - (ii) The final storm drainage report shall demonstrate that the proposed Development will not reduce or otherwise negatively impact the storage and infiltration capacity of the existing City stormwater system on or near the Subject Property.
  - (iii) The proposed stormwater facility shall retain and treat the entire WQE to the MEF. The facility shall also retain stormwater runoff for the 2-year, 5-year, 10-year, 25-year, 50-year, and 100-year design storm events, not allowing any increase in runoff for all storm events.
  - (iv) The proposed piped overflow, shown connecting into the existing City

storm drainage system, will not be permitted by the Director. The Applicant's engineer shall evaluate and propose a different option for the emergency overflow, possibly utilizing onsite parking lot storage or infiltration. If they cannot determine an alternate emergency overflow route to a viable downstream system, the Director may require modification of the existing City storm system in the vicinity of Kestrel Street N.

- (v) Proposed Building 3 shall not be constructed any closer than 5 feet lateral distance or a 1:1 angle of influence, whichever is greater, to the existing City perforated storm main located on the Subject Property.
- e) Complete and submit to the City an executed Private Stormwater Maintenance Agreement for all private stormwater facilities prior to: 1) City approval of the final plat, 2) putting the stormwater facilities into operation, or 3) City support of the release of any building occupancy certificates, whichever comes first. (KDC 2.306.03.F.; Keizer Design Standards 400.2.W.2)
- f) A grading and drainage plan shall be developed for the subject property in conformance with the Keizer Design Standards. The plan shall include details of adequate stormwater conveyance from all contributing areas across the subject property and shall include existing elevations and proposed lot corner elevations. The plan shall be submitted to and approved by the Public Works Department prior to the issuance of any erosion control or construction permits for the development.

**Water System:**

- g) Final development plans shall be reviewed by the Keizer Fire District regarding emergency vehicle access and adequate location of fire hydrants or other fire protection systems prior to any issuance of construction permits by the City. (KDC 2.301.03; Marion County Fire Code Applications Guide)
- h) The location of all water meters and backflow prevention devices are required to be approved by the Public Works Department prior to construction. (Keizer Design Standards 500.3.H)
- i) All fire hydrants constructed on the City water system shall be installed in accordance with City requirements (Keizer Design Standards 500.3.I)

Comments on Planning Action: Keizer Partition 2025-10

Date 7/29/2025 Person Commenting Kent Inman

Subdivision:

- ☐ 1. Subdivision name must be approved per ORS 92.090.
- ☐ 2. Must be surveyed and platted per ORS 92.050.
- ☐ 3. Subdivision plat must be submitted for review.
- ☐ 4. Checking fee and recording fees required.
- ☐ 5. Per ORS 92.065 - Remaining monumentation bond may be required if some of the plat monuments have not been set and/or the installation of street and utility improvements has not been completed, or other conditions or circumstances cause the delay (or resetting) of monumentation.
- ☐ 6. A current or updated title report must be submitted at the time of review. Title reports shall be no more than 15 days old at the time of approval of the plat by the Surveyor's Office, which may require additional updated reports.

Partition:

- ☐ 1. Per ORS 92.055 – Parcels over 10 acres can be unsurveyed.
- ☒ 2. Parcels ten acres and less must be surveyed.
- ☒ 3. Per ORS 92.050, plat must be submitted for review.
- ☒ 4. Checking fee and recording fees required.
- ☒ 5. A current or updated title report must be submitted at the time of review. Title reports shall be no more than 15 days old at the time of approval of the plat by the Surveyor's Office, which may require additional updated reports.

Property Line Adjustment:

- ☐ 1. The adjusted line must be surveyed and monumented per ORS 92.060 (7).
- ☐ 2. Survey checking fee required at the time of review.

(See Page 2 for additional comments)



Property Line Adjustment (continued):

- \_\_\_\_ 4. Property line adjustment deeds shall be recorded with the Marion County Clerk's Office. Per ORS 92.190 (4): The deed shall contain the names of the parties, the description of the adjusted line, references to original recorded documents and signatures of all parties with proper acknowledgment.
  
- \_\_\_\_ 5. A re-plat (**in the form of a partition plat**) is required, due to the adjustment of a partition plat parcel line or subdivision lot line. A property line adjustment deed for the area being transferred shall be recorded with the Marion County Clerk's Office. As per ORS 92.190 (4): The deed shall contain the names of the parties, the description of the adjusted line, references to original recorded documents and signatures of all parties with proper acknowledgment.

The deeds conveying the re-platted parcels shall be recorded after the recording of the re-plat.

Re-plat: (Re-configuration of lots or parcels and public easements within a recorded plat)

- \_\_\_\_ 1. Must comply with all provisions per ORS 92.185 (6)
- \_\_\_\_ 2. Must be surveyed and platted per ORS 92.050, and the plat submitted for review.
- \_\_\_\_ 3. Checking fee and recording fees required.
- \_\_\_\_ 4. A current or updated title report must be submitted at the time of review.
- \_\_\_\_ 5. The portion of the subdivision or partition plat proposed for replatting contains utility easement(s) that will need to be addressed. Per ORS 92.185 (4), when a utility easement is proposed to be realigned, reduced in width or omitted by a replat, all affected utility companies or public agencies shall be notified, consistent with a governing body's notice to owners of property contiguous to the proposed plat. Any utility company that desires to maintain an easement subject to vacation must notify the governing body in writing within 14 days of the mailing or other service of the notice.

**Other comments specific to this Planning Action:**

## EXHBIIT 5



Date: July 29, 2025

Comments for: 307 Kestrel Street N ( Partition 2025-10)

This project must meet the following code requirements per Keizer Fire District:

1. **One-and Two family dwellings-Required fire flow:** The minimum available fire flow for one and two-family dwellings served by a municipal water supply shall be 1000 gpm. If the structure(s) is (are) 3,600 square feet or larger, the required fire flow shall be determined according to 2022 Oregon Fire Code Appendix B.
2. **Fire Safety During Construction:** Approved fire department access road, required water supply, fire hydrants, and safety precautions shall be installed and serviceable prior to and during the time of construction. 2022 Oregon Fire Code Chapter 33.
3. **Fire apparatus road distance from buildings and turnarounds:** Access roads shall be within 150' of all portions of the exterior wall of the building as measured by and approve route around the exterior of the building. An approved turnaround is required if the remaining distance to an approve intersection roadway, as measured along the fire apparatus access road, is greater than 150'. 2022 Oregon Fire Code 503.1.1
4. **Dead end roads:** Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. We can provide you with approved turn around per our Marion County Fire Code Applications Guide & 2022 Oregon Fire Code 503.2.5.
5. **Multiple Access Roads:** Developments of one- and two-family dwellings where the number of dwelling units exceeds 30, multiple-family residential projects having more than 100 dwelling units and where vehicle congestion, adverse terrain conditions or other factors that could limit access, as determined by the fire code official, shall be provided with not less than two approved means of access. Exceptions may be allowed for approved automatic sprinkler system. The approval of fire sprinklers as an alternate shall be accomplished in accordance with the provisions of ORS 455.610(5). (OFC D106 & D107). **Due to the neighborhood exceeding 30 single family homes and 4 Multifamily buildings any development in this neighborhood will require the Kestrel/4th place access onto Sandy to be reestablished to allow two access points.**
6. **Turnouts:** When a fire apparatus access road exceeds 400 feet in length, turnouts 10 feet wide and 30 feet long shall be provided in addition to the required road width and shall be placed no more than 400 feet apart, unless otherwise approved by the code official. 2022 Oregon Fire Code Ch. 5. **Road length does not require turnouts.**
7. **Grade:** Fire apparatus access roadway grades shall not exceed 10 percent. 2022 Oregon Fire Code D 103.2 **Road grade should not be an issue**

8. **Fire apparatus access road width and vertical clearance:** Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet; 26 feet adjacent to fire hydrants (2022 OFC D103.1) and an unobstructed vertical clearance of not less than 13 feet 6 inches. (2022 OFC 503.2.1 & D103.1)
9. **Surface and load capacities:** Fire apparatus access roads shall be of an all- weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than 12,000 pounds point load (wheel load) and 75,000 pounds live load (gross vehicle weight). Documentation from a registered engineer that the final construction is in accordance with approved plans or the requirements of the Oregon Fire Code may be requested. (2022 OFC D102.1)
10. **Turning radius:** The inside turning radius and outside turning radius shall be not less than 28 feet and 48 feet respectively, measured from the same center point. 2022 Oregon Fire Code 503.2.4 & Appendix
11. **No parking signs:** Where fire apparatus roadways are not of sufficient width to accommodate parked vehicles and 20 feet of unobstructed driving surface, “No Parking” signs shall be installed on one or both sides of the roadway and in turnarounds as needed. Roads 26 feet wide or less shall be posted on both sides as a fire lane. Roads more than 26 feet wide to 32 feet wide shall be posted on one side as a fire lane. Signs shall read “NO PARKING – FIRE LANE” and shall be installed with a clear space above grade level of 7 feet. Signs shall be 12 inches wide by 18 inches high and shall have red letters on a white reflective background. You may contact the Fire Marshal if you would like code requirement for painted curbs. 2022 Oregon Fire Code 503.3 and D103.6
12. **Premise identification:** Buildings shall have address numbers or approved identification placed in a position that is plainly legible and visible from the access road fronting the property. Numbers shall contrast with their background and shall be a minimum of 4 inches height with a minimum stroke width of ½ inch. 2022 Oregon Fire Code 505
13. **Gates:** Gates securing fire apparatus roads shall comply with all of the following: 2022 Oregon Fire Code D103.5
  - Minimum unobstructed width shall be 16 feet.
  - Gates shall be set back a minimum of 30 feet from the intersecting roadway.
  - Gates shall be of the swinging type or sliding type.
  - Manual operation shall be capable by one person.
  - Electric gates shall be equipped with a means for operation fire department personnel.
  - Locking devices shall be approved

*If you have any questions please contact me, Anne-Marie Storms*

Anne-Marie Storms, Deputy Fire Marshal Keizer

Fire District

503.390-9111 Office

[astorms@keizerfire.com](mailto:astorms@keizerfire.com)



EXHIBIT 6

# REQUEST FOR COMMENTS

DATE: July 8, 2025  
CASE: Partition 2025-10

The Planning Division is soliciting comments you may wish to have considered in the City's review of the above land use case. Application materials are attached.

**Comments must be submitted in writing and received in our office by 5:00 pm on July 29, 2025.**  
If we do not receive a response by the end of the comment period, we will assume you have no concerns.

**Send comments or questions to:**

Dina Horner, Assistant Planner  
Email: [Hornerd@keizer.org](mailto:Hornerd@keizer.org) Phone: (503) 856-3442  
City of Keizer Planning Division  
930 Chemawa Rd NE, Keizer OR 97303

REQUEST: The applicant is requesting to partition 2-lots totally approximate 31,337 square foot into a 3 lots located at 307 Kestrel Street N, Keizer. Proposed Parcel 1 will contain a net square footage of approximate 9,902 square feet, Parcel 2 will contain a net square footage of approximate 7,001 square feet and Parcel 3 is proposed to contain a net square footage of approximate 9,748 square feet. The development will be served by a private access easement. All 3 parcels are planned for middle housing types. The subject property is designated in the Keizer Comprehensive Plan map as Low Density Residential (LDR) and is zoned Residential Single Family (RS).

APPLICANT: Chemawa Crossing LLC

**PLEASE CHECK THE APPROPRIATE ITEMS:**

- \_\_\_\_\_ Our agency reviewed the proposal and determined we have no comment.
- \_\_\_\_\_ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.
- \_\_\_\_\_ Our comments are in the attached letter.
- ☒ Our Agency's comments are: \_\_\_\_\_

Any connections to the existing sewer mains located in Kestrel Street N will require construction permits in accordance with the City of Salem Revised Code, the City of Salem Public Works Design Standards, and the City of Salem Standard Construction Specifications. Permits will not be issued by the City of Salem for connection to the main in Kestrel Street N until all construction plans have been reviewed and approved by the Development Services Division. Construction drawings can be submitted by email to: [Developmentservices@cityofsalem.net](mailto:Developmentservices@cityofsalem.net).

Name: Laurel Christian, Infrastructure Planner III

Agency: City of Salem, Development Services Division

Phone: 503-584-4632 Email: lchristian@cityofsalem.net

Address: P.O. Box 14300, Salem, OR 97309

Date: July 15, 2025



# REQUEST FOR COMMENTS

EXHIBIT 7

4 PAGES

DATE: July 8, 2025  
CASE: Partition 2025-10

The Planning Division is soliciting comments you may wish to have considered in the City's review of the above land use case. Application materials are attached.

**Comments must be submitted in writing and received in our office by 5:00 pm on July 29, 2025.**

If we do not receive a response by the end of the comment period, we will assume you have no concerns.

**Send comments or questions to:**

Dina Horner, Assistant Planner  
Email: [Hornerd@keizer.org](mailto:Hornerd@keizer.org) Phone: (503) 856-3442  
City of Keizer Planning Division  
930 Chemawa Rd NE, Keizer OR 97303

REQUEST: The applicant is requesting to partition 2-lots totally approximate 31,337 square foot into a 3 lots located at 307 Kestrel Street N, Keizer. Proposed Parcel 1 will contain a net square footage of approximate 9,902 square feet, Parcel 2 will contain a net square footage of approximate 7,001 square feet and Parcel 3 is proposed to contain a net square footage of approximate 9,748 square feet. The development will be served by a private access easement. All 3 parcels are planned for middle housing types. The subject property is designated in the Keizer Comprehensive Plan map as Low Density Residential (LDR) and is zoned Residential Single Family (RS).

APPLICANT: Chemawa Crossing LLC

**PLEASE CHECK THE APPROPRIATE ITEMS:**

- \_\_\_\_\_ Our agency reviewed the proposal and determined we have no comment.
- \_\_\_\_\_ Our agency would like to receive a copy of the staff decision/report and notice of any public hearings in this case.
- X   Our comments are in the attached letter.
- \_\_\_\_\_ Our Agency's comments are: \_\_\_\_\_

Name: David Fridenmaker

Agency: Salem-Keizer Public Schools

Phone: 503-315-0232 Email: [fridenmaker\\_david@salkeiz.k12.or.us](mailto:fridenmaker_david@salkeiz.k12.or.us)

Address: 2450 Lancaster Dr NE, PO Box 12024, Salem OR 97309

Date: July 23, 2025



Business & Support Services  
2450 Lancaster Drive NE • PO Box 12024 • Salem, Oregon 97309  
503-399-3036 • FAX: 503-399-3407

Andrea Castañeda, Superintendent

July 23, 2025

Dina Horner, Planner  
Keizer Community Development Department  
P.O. Box 21000  
Keizer, OR 97307-1000

RE: Land Use Activity Case No. Partition 2025-10, 307 Kestrel St N

The City of Keizer issued a Request for Comments for a Land Use Case as referenced above. Please find below comments on the impact of the proposed land use change on the Salem-Keizer School District.

### **IDENTIFICATION OF SCHOOLS SERVING THE SUBJECT PROPERTY**

The School District has established geographical school attendance areas for each school known as school boundaries. Students residing in any residence within that boundary are assigned to the school identified to serve that area. There are three school levels, elementary school serving kindergarten thru fifth grade, middle school serving sixth thru eighth grade, and high school serving ninth thru twelfth grade. . The schools identified to serve the subject property are:

<b>School Name</b>	<b>School Type</b>	<b>Grades Served</b>
Keizer	Elementary	K thru 5
Claggett Creek	Middle	6 thru 8
McNary	High	9 thru 12

*Table 1*

### **SCHOOL CAPACITY & CURRENT ENROLLMENT**

The School District has established school capacities which are the number of students that a particular school is designed to serve. Capacities can change based on class size. School capacities are established by taking into account core infrastructure (gymnasium, cafeteria, library, etc.) counting the number of classrooms and multiplying by the number of students that each classroom will serve. A more detailed explanation of school capacity can be found in the School District's adopted Facility Plan.

School Name	School Type	School Enrollment	School Design Capacity	Enroll./Capacity Ratio
Keizer	Elementary	564	711	79%
Claggett Creek	Middle	774	969	80%
McNary	High	1,955	2,200	89%

Table 2

### POTENTIAL ADDITIONAL STUDENTS IN BOUNDARY AREA RESULTING FROM APPROVAL OF LAND USE CASE

The School District anticipates the number of students that may reside at the proposed development based on the housing type, single family (SF), duplex/triplex/four-plex (DU), multi-family (MF) and mobile home park (MHP). The School District commissioned a study by the Mid-Willamette Valley Council of Governments in 2021 to determine an estimate of students per residence, for the Salem-Keizer area, in each of the four housing types. Since the results are averages, the actual number of students in any given housing type will vary. The table below represents the resulting estimates for the subject property:

School Type	Qty. of New Residences	Housing Type	Average Qty. of Students per Residence	Total New Students
Elementary	12	DU	0.221	3
Middle			0.126	2
High			0.155	2

Table 3

### POTENTIAL EFFECT OF THIS DEVELOPMENT ON SCHOOL ENROLLMENT

To determine the impact of the new residential development on school enrollment, the School District compares the school capacity to the current enrollment plus estimates of potential additional students resulting from land use cases over the previous two calendar years. A ratio of the existing and new students is then compared with the school design capacity and expressed as a percentage to show how much of the school capacity may be used.

School Name	School Type	School Enrollment	New Students During Past 2 yrs	New Student from this Case	Total New Students	School Design Cap.	Enroll./Cap. Ratio
Keizer	Elem.	564	7	3	10	711	81%
Claggett Creek	Mid.	774	11	2	13	969	81%
McNary	High	1,955	33	2	35	2,200	91%

Table 4

### ESTIMATE OF THE EFFECT ON INFRASTRUCTURE – IDENTIFICATION OF WALK ZONES AND SCHOOL TRANSPORTATION SERVICE

Civic infrastructure needed to provide connectivity between the new residential development and the schools serving the new development will generally require roads, sidewalks and bicycle lanes. When developing within one mile of school(s), adequate pathways to the school should be provided that would have raised sidewalks. If there are a large number of students walking, the sidewalks should be wider to accommodate the number of students that would be traveling the

path at the same time. Bike lanes should be included, crosswalks with flashing lights and signs where appropriate, traffic signals to allow for safe crossings at busy intersections, and any easements that would allow students to travel through neighborhoods. If the development is farther than one mile away from any school, provide bus pullouts and a covered shelter (like those provided by the transit district). Locate in collaboration with the District at a reasonable distance away from an intersection for buses if the distance is greater than ½ mile from the main road. If the distance is less than a ½ mile then raised sidewalks should be provided with stop signs where students would cross intersections within the development as access to the bus stop on the main road. Following is an identification, for the new development location, that the development is either located in a school walk zone or is eligible for school transportation services.

School Name	School Type	Walk Zone or Eligible for School Transportation
Keizer	Elementary	Eligible for School Transportation
Claggett Creek	Middle	Eligible for School Transportation
McNary	High	Walk Zone

Table 5

## ESTIMATE OF NEW SCHOOL CONSTRUCTION NEEDED TO SERVE DEVELOPMENT

The School District estimates the cost of constructing new school facilities to serve our community. The costs of new school construction is estimated using the Rider Levett Bucknall (RLB) North America Quarterly Construction Cost Report and building area per student from Cornerstone Management Group, Inc. estimates. The costs to construct school facilities to serve the proposed development are in the following table.

School Type	Number of Students	Estimate of Facility Cost Per Student*	Total Cost of Facilities for Proposed Development*
Elementary	3	\$105,625	\$316,875
Middle	2	\$137,443	\$274,886
High	2	\$169,260	\$338,520
<b>TOTAL</b>			<b>\$930,281</b>

Table 6

\*Estimates based on average of Indicative Construction Costs from “RLB Construction Cost Report North America Q1 2025”

Sincerely,

David Fridenmaker  
Business and Support Services

c: T.J. Crockett, Acting Chief Operations Officer, David Hughes, Director of Operations & Logistics, Mitch Hamilton, Acting Director of Transportation



**Alyssa Harris**

5086 Elizebeth St. N

Keizer, OR 97303

alyssaharris13@gmail.com

763-843-8887

**Date:** 07/28/2025

**City of Keizer Planning Department**

930 Chemawa Rd NE

Keizer, OR 97303

**Re: Opposition to Partition 2025-10 – 307 Kestrel Street N**

To Whom It May Concern,

I am writing as a concerned resident of Keizer to express my opposition to the proposed partition and development at **307 Kestrel Street N (Partition Case 2025-10)**. While I understand the need for thoughtful development in our growing city, this particular proposal raises multiple issues that would negatively impact the livability, safety, and character of our neighborhood.

**1. Density & Overdevelopment**

The proposed division of one lot into three parcels, with plans to construct **three fourplexes**, represents a significant increase in density that is inconsistent with the surrounding neighborhood's single-family character. This type of development may technically fall within the RM zoning code, but it **conflicts with the intent of the city's Low-Density Residential designation** in the Comprehensive Plan.

The only exit point from the neighborhood is from Elizebeth St N. and Chemawa Rd N, there are already several multifamily homes at this intersection with parked cars on either side making it a hazard to leave and enter on Elizebeth St. In addition, when McNary Highschool is in session Chemawa Rd. is so congested it backs all the way up past Elizebeth St. creating even more of a hazard. Adding 12 more units (24+ more vehicles) exiting our street creates major concerns for emergency situations for our neighborhood and an increase hazard during peak traffic times.

**2. Traffic & Safety Concerns – One Way In, One Way Out; Elevated Risk due to Ongoing Police and Incident Activity**

The neighborhood around Kestrel Street has endured multiple significant law enforcement events and heavy police presence on Elizebeth/Kestrel. Law enforcement refuses to park in that back area due to the current residents residing in those back neighboring houses. Their fear of homeowner retaliation and unmanaged access of broken-down vehicles lining the road restrict access and endanger our law enforcement as is for them to proceed into the cul-de-sac. Adding 12 units in that area is an increased threat to law enforcement and residential safety.

Given this context, introducing three new fourplex units accessible only via a single access drive substantially increases the potential for traffic bottlenecks, delayed emergency access, pedestrian–vehicle conflicts, and limited evacuation options. In a high-stress event—whether medical, criminal, or traffic-related—a blocked access point could trap residents and emergency personnel alike.

### 3. Access Drive & Lot Configuration

The proposed use of a shared **private access easement** raises concerns regarding emergency vehicle access, snow removal, parking overflow, and long-term maintenance. The configuration appears to **prioritize maximizing unit count** over functional design and public safety.

### 4. Stormwater & Drainage Impacts

Adding impervious surfaces for multiple dwellings and driveways will likely impact drainage in the area. If stormwater is not properly managed, this development could lead to runoff issues affecting neighboring properties and the street. There are no runoff areas or storm drains for the abundance of water to go.

### 5. Neighborhood Character & Property Values

The surrounding homes are primarily single-family residences on larger lots. Inserting multi-family units in such a compact space disrupts the visual and functional cohesion of the block and will negatively affect property values.

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### In Summary

I respectfully urge the Planning Department and Planning Commission to **deny Partition 2025-10** as currently proposed. If the city intends to increase density, it should be done in a way that aligns with neighborhood character, infrastructure capacity, and the city's long-range plans. Please also take into consideration the amount of police presents/calls in that specific neighborhood area over the last few years and the amount of planning for law enforcement safety for the raid at 306 Kestrel St N. in 2024 to take place.

Please keep me informed of all hearings and decisions regarding this matter. I would also appreciate an opportunity to speak at any upcoming public meeting.

Thank you for your attention and consideration.

Sincerely a concerned resident of Keizer,  
**Alyssa Harris**



## City of Keizer

JUL 25 2025

PLANNING DEPARTMENT

Phone: (503) 856-3442 • Fax: (503) 390-8288  
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000

## REQUEST FOR COMMENTS

July 8, 2025

TO: Neighboring Property Owner of 307 Kestrel  
CASE: Partition 2025-10

The Planning Division is soliciting comments you may wish to have considered in the City's review of the above land use case. Application materials are attached. Additional application materials can be found on the City's website at: <https://www.keizer.org/maps/location/Partition2025-10>

Comments must be submitted in writing and received in our office by 5:00 pm on **July 29, 2025.**

Send comments or questions to:

Dina Horner, Assistant Planner

Email: [Hornerd@keizer.org](mailto:Hornerd@keizer.org)

Phone: (503) 856-3442

City of Keizer Planning Division

930 Chemawa Rd NE, Keizer OR 97303

**REQUEST:** The applicant is requesting to partition 2-lots totally approximate 31,337 square foot into a 3 lots located at 307 Kestrel Street N, Keizer. Proposed Parcel 1 will contain a net square footage of approximate 9,902 square feet, Parcel 2 will contain a net square footage of approximate 7,001 square feet and Parcel 3 is proposed to contain a net square footage of approximate 9,748 square feet. The development will be served by a private access easement. All 3 parcels are planned for middle housing types. The subject property is designated in the Keizer Comprehensive Plan map as Low Density Residential (LDR) and is zoned Residential Single Family (RS). The property is located at 307 Kestrel (073W02BB Tax Lots 00100 and 01300).

APPLICANT/PROPERTY OWNER: Chemawa Crossing LLC

## PLEASE CHECK THE APPROPRIATE ITEMS:

\_\_\_\_\_ I/We reviewed the proposal and determined I/we have no comment.

\_\_\_\_\_ My/Our comments are in the attached letter.

\_\_\_\_\_ My/Our comments are: We are concerned for our children

Elizabeth Street will become a race track. There is no speed  
bumps at all trying to get in and out of our neighborhood is hard  
as it is already due to normal traffic and the high school please reconsider.

THANK YOU!!

Name: Moises BerumenPhone: (323) 321-35-94 Email: \_\_\_\_\_Address: 5056 Elizabeth St N Keizer OR 97303

**From:** Amy E Zamarripa <Amy.E.Zamarripa@kp.org>  
**Date:** July 24, 2025 at 1:17:50 PM PDT  
**To:** zamarripa.leonardo@gmail.com, kbz6198@aol.com  
**Cc:** amy.zamarripa@gmail.com  
**Subject:** petition

Dear Sir or Madam,

I am writing to express my strong opposition to the proposed housing development in our neighborhood. While I understand the need for affordable housing in our city, I believe that this project would have a detrimental impact on our community.

First and foremost, the proposed development is simply too large for our area. The increase in population density would put a strain on our already overburdened infrastructure, like our sewer systems and public spaces. This will also lead to increased traffic congestion, noise pollution and parking difficulties. Additionally, the construction of this project would result in significant environmental damage and destroying natural habitats and putting wildlife at risk as this area was once a park.

Furthermore, the type of housing being proposed is simply not in keeping with the character of our neighborhood. This development would bring in many low-income residents, potentially leading to increased crime rates and other negative social effects. Our neighborhood already has two affordable housing complexes that crowd the street on both sides with overflow parking. There has been a problem with decreased visibility in navigating our streets safely due to the many

cars parked on the street. Not to mention some of these vehicles have been sitting for months due to being non-operational. Personal trash, motor oil containers and other hazardous waste are just left on the sidewalk. Residents in this area do not take care to follow street parking rules, i.e. parking a certain distance from the corner or traffic control signs. Parking too close to mailboxes which in turn causes residents to not receive their mail.

Finally, I am deeply concerned about the impact this development would have on property values in the surrounding area. The influx of low-income residents could result in a decline in property values, making it difficult for current residents to sell their homes and move elsewhere.

In conclusion, I strongly urge you to reconsider this proposed housing development. While I recognize the need for affordable housing, I believe that this project is simply not the right fit for our neighborhood. Thank you for your attention to this matter.

I have also included a list of current resident signatures in opposition to this project. If you would like any additional information or photos of specific issues as stated previously in this letter, please do not hesitate to contact me.

Sincerely,  
Amy E. Zamarripa