



City of Harrisburg
 120 Smith Street
 Harrisburg, OR 97446
 Phone (541) 995-6655
www.ci.harrisburg.or.us/planning

LAND USE APPLICATION

STAFF USE ONLY	
File Number:	2026-4
Date Received:	
Fee Amount:	\$ 250-

APPLICATION TYPE	
<input type="checkbox"/> Annexation*	<input type="checkbox"/> Property Line Adjustment
<input type="checkbox"/> Comprehensive Plan Amendment*	<input type="checkbox"/> Partition/Replat* Minor Major
<input type="checkbox"/> Conditional Use Permit*	<input type="checkbox"/> Site Plan Review*
<input type="checkbox"/> Historic Permit*	<input type="checkbox"/> Site Plan Review – Parking Only
<input type="checkbox"/> Resource Alteration	<input type="checkbox"/> Subdivision/Replat*
<input type="checkbox"/> Resource Demolition	<input type="checkbox"/> Vacation of street, alley or easement
<input type="checkbox"/> Historic Review – District	<input checked="" type="checkbox"/> Variance*
<input type="checkbox"/> Legal Lot Determination	<input type="checkbox"/> Zone Map Change*
<input type="checkbox"/> Zoning Ordinance Text Amendment*	

*A Pre-Application Conference with City Staff is Required

PLEASE PROVIDE A BRIEF SUMMARY OF THE PROPOSAL	
Project Description	This project consists of the redevelopment of two residential units within an existing mixed-use property in downtown Harrisburg. The scope includes the redevelopment of two residential units. The project is designed to align with current historic, zoning and city requirements and support increased residential density while maintaining the existing mixed-use character of the property.
Project Name	145 Smith Street

LAND USE AND OVERLAY ZONES

Existing Zone(s)

Existing Comprehensive Plan Designation(s)

Please select any of the following zone overlays or natural areas that apply to the subject site:

- Historic Overlay
 Willamette River Greenway
 Floodplain
 Riparian Corridors
 Wetlands

*Please include a discussion in the project narrative indicating how these overlays affect your proposal. For more information about any of these overlays, please contact the City Planner at (541) 995-6655.

CHECK THE BOX NEXT TO INCLUDED EXHIBITS

- | | |
|---|--|
| <input checked="" type="checkbox"/> Narrative* (address all applicable HMC review criteria) | <input type="checkbox"/> Architectural Elevations |
| <input type="checkbox"/> Assessor's Map with Applicable Tax Lots Highlighted | <input type="checkbox"/> Architectural Floor Plans |
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Utilities Plan |
| <input type="checkbox"/> Survey / ALTA | <input type="checkbox"/> Geotechnical Report/Site |
| <input type="checkbox"/> Aerial Photograph / Existing Land Use(s) Map | <input type="checkbox"/> Assessment |
| <input type="checkbox"/> Zoning Map (if applicable, show proposed change(s)) | <input type="checkbox"/> Electronic Versions of Exhibits |
| <input type="checkbox"/> Comprehensive Plan Map(s) (if applicable, show proposed changes)) | <input checked="" type="checkbox"/> Application Fee |
| <input type="checkbox"/> Subdivision or Partition Plat | <input type="checkbox"/> Other |

*A written narrative is required for all application types. Typical drawings sizes are 24"X36", 11"X17", or 8.5"X11". Sizes of required drawings will depend on the type and scope of applications involved. Contact the City Planner to verify requirements. On your plans, include the following: property lines, points of access for vehicles, pedestrians, and bicycles, water courses, any natural features (wetlands, floodplain, etc.), existing and proposed streets and driveways, parking areas, utilities, pedestrian and bike paths, and existing easements. Please note there are additional specific graphic and narrative requirements for each application type. Refer to the Harrisburg Municipal Code for more information.

A Pre-application Conference is Required with City Staff prior to turning in your land use application. Please contact the City Administrator, or City Recorder/Assistant City Administrator to make an appointment. Date of Appointment:

PLEASE TELL US MORE ABOUT THE PROPOSAL AND ITS SITE

1. Are there existing structures on the site? Yes No If yes, please explain

An existing commercial building with two residential units in the back section

2. Indicate the uses proposed and describe the intended activities:

Residential rental use

3. How will open space, common areas and recreational facilities be maintained?

Normal maintenance of building and neighboring lot

4. Are there previous land use approvals on the development site? Yes No
If yes, please include a discussion in the project narrative describing how the prior approvals impact your proposal.

Not that I'm aware of

5. Have you reviewed the Oregon Fire Code Applications Guide in relation to your land use request? Yes No Do you have questions about any element of these requirements? If yes, please explain:

AUTHORIZATION FOR STAFF & DECISION MAKERS TO ENTER LAND

City staff, Planning Commissioners, and City Councilors are encouraged to visit the sites of proposed developments as part of their review of specific land use applications. Decision maker site visits are disclosed through the public hearing process. Please indicate below whether you authorize City staff and decision makers to enter onto the property(-ies) associated with this application as part of their site visits.

I authorize City staff and decision makers to enter onto the property(-ies) associated with this application.

I do not authorize City decision makers to enter onto the property(-ies) associated with this application.

PRIMARY CONTACT AND OWNER INFORMATION

Applicant's Name

Phone Email

Mailing Address

Applicant's Signature
Date

Property Owner Name

Phone Email

Mailing Address

Owner Signature
Date

*If more than one property owner is involved, provide a separate attachment listing each owner or legal representative and their signature.

PROPERTY DESCRIPTION

(general vicinity, side of street, distance to intersection, etc.)

Street Address

General Location Description

Assessor's Map Number(s) Related Tax Lot(s)
Map # Tax Lot(s) #

The Assessor's Map Number (Township, Section and Range) and the Tax Lot Number (parcel) can be found on your tax statement, at the Linn County Assessor's Office, or online at <http://linn-web.co.linn.or.us/propertywebquerypublic/>

Lot Area

- (1) The information requested on the application form;
 - a. **Included in attached application**
- (2) Plans and exhibits required for the specific approval(s) being sought, pursuant to Table 19.10.010;
 - a. **Can provide any available as needed**
- (3) A written statement or letter explaining how the application satisfies each and all of the relevant criteria and standards in sufficient detail;
 - a. **Please see attached letter as well as detail below**
- (4) Information demonstrating compliance with prior decision(s) and conditions of approval for the subject site, as applicable; and
 - a. **Complete**
- (5) The required fee.
 - a. **Complete**

HMC 18.50.080.3. Standards. Residential uses in the C-1, M-1, and PUZ zones shall conform to all of the following standards:

- a. New residential uses shall not be located in a ground building floor space within the historical district overlay zone.
 - a. **The new proposed residential unit will not be located on the ground floor of the Subject building**
- b. New residential uses within the historical district overlay zone shall be permitted only above or below a ground-floor space approved for a permitted nonresidential use.
 - a. **The proposed new unit will be located on the second floor of the building**
- c. New residential uses in the C-1 zone are not allowed except as part of a mixed-use development requiring a site plan review or master planned development application.
 - a. **The proposed project is part of a mixed-use development with a site plan, fully licensed general contractor, architects (as needed), etc.**
- d. Single-family dwellings lawfully existing as of the date of adoption of this chapter may continue as permitted uses; and in the event of involuntary damage or destruction due to fire or other event beyond the owner's control, such single-family use may be rebuilt and reestablished pursuant to HMC 18.45.030 and applicable building codes.
 - a. **Not applicable to this project**
- e. New residential uses in the C-1, M-1, M-2, and PUZ zones shall consist of not more than two dwelling units per parcel, each dwelling unit not to exceed 2,500 square feet, and off-street parking provided for at least three vehicles, except for the historical district overlay.

- a. The proposed final use is a two-unit structure with neither structure exceeding 2500 square feet. The parcel sits within the historical district so parking should not be an issue**
- f. New residential uses in the C-1, M-1, and M-2 zones shall not exceed a lot/parcel coverage ratio of 40 percent. [Ord. 987 § 1 (Exh. A), 2022.]
 - a. The project only includes square footage within the existing footprint.**

This project involves the thoughtful redevelopment and rehabilitation of an existing mixed-use building located at 145 Smith Street in the historic downtown district of Harrisburg, Oregon. The primary objective is to revitalize an underutilized structure while preserving its historic character and contributing to the ongoing economic and community development of downtown Harrisburg.

The scope of work focuses on the interior renovation and adaptive reuse of the residential portion of the building to create two updated apartment units. The project is designed as a like-for-like improvement within the existing building footprint, maintaining the current structural layout, exterior envelope, and overall architectural integrity. No expansion of the building footprint is proposed.

Each apartment unit will be modernized to meet current building, life safety, and habitability standards while remaining sensitive to the character of the historic district. Improvements include updated kitchens and bathrooms, upgraded mechanical, electrical, and plumbing systems, and the installation of required life-safety features such as smoke and carbon monoxide detectors, and fire-resistance-rated assemblies between units and shared spaces.

A key component of the project is ensuring compliance with applicable fire and life safety requirements, including the incorporation of one-hour fire-resistance-rated wall and floor/ceiling assemblies between residential units and common areas. These upgrades will enhance occupant safety while maintaining the functional layout of the building.

The project also includes coordination with local utility providers and city requirements to ensure that all building systems are appropriately designed and permitted. Where feasible, existing infrastructure is being utilized and improved to support efficiency and minimize unnecessary disruption to the structure.

Located within the historic downtown corridor, this redevelopment aligns with the City of Harrisburg's goals of revitalizing existing buildings, increasing residential density in the downtown core, and supporting a vibrant, walkable community. By bringing two quality housing units back online, the project contributes to local housing availability while activating a key property within the district.

Overall, this redevelopment represents a balanced approach—preserving the historic character of the building while introducing modern, safe, and functional living spaces that support the long-term vitality of downtown Harrisburg.