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May 7, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	1800 Park Avenue NE
Reference Number:	24-108034-PLN
Application Type:	Subdivision Tentative Plan and Class 2 Adjustment (24-108034-PLN) Tree Conservation Plan (24-108072-PLN)
Date Application Accepted:	April 12, 2024
Applicant:	Jack Yarbrough Jenrae Inc. P.O. Box 20756 Keizer, OR 97307 jry_icu@comcast.net
Contact:	Laura LaRoque Udell Engineering and Land Surveying, LLC 63 E. Ash Street Lebanon, OR 97355 laura@udelleng.com

Staff Contact

Land Use Planner:	Aaron Panko, Planner III apanko@cityofsalem.net / 503-540-2356
Infrastructure Planner:	Laurel Christian, Infrastructure Planner II lchristian@cityofsalem.net / 503-584-4632

Land Use Review Comments

Prior to deeming your applications complete, modifications and/or additional information must be provided to address items detailed below.

Applicant should provide a response in the last column for each item or indicate if the item is not being provided. Items not addressed or provided may result in conditions of approval or denial of the land use application.

Your application, which is incomplete, will be deemed complete upon receipt of one of the following:

- (1) All of the missing information.
- (2) Some of the missing information and written notice from you (the applicant) that no other information will be provided.
- (3) Written notice from you (the applicant) that none of the missing information will be provided.

You have 180 days (October 9, 2024) from the date the application was first submitted (April 12, 2024) to respond in one of the three ways listed above, or the application will be deemed void.

The Salem Revised Code may be accessed online at the following location:

<https://www.cityofsalem.net/Pages/salem-revised-code.aspx>

Completeness Review Items

Submittal Requirements – The following items have been identified as required material to be provided by the application(s) prior to deeming the application “complete”:

Submittal Requirement	Description	Applicant Response <i>ie. Written Response, Submitted, Not Providing</i>
Pre-Application Conference	<p>Application applications require mandatory pre-application conferences. Per SRC 300.300(c)(4), mandatory pre-application conferences shall be held within 18 months of the date of application submittal.</p> <p>A pre-application conference was conducted on September 22, 2022. The validity period for this pre-application expired on March 22, 2024.</p> <p>Please request another pre-application conference or submit a request for a pre-application conference waiver.</p>	

Advisory Comments

Items of Concern - The following items are not listed in the SRC as specific requirements for a complete application; however, are advisories that address areas of concern on the application. **Failure to address advisory comments could result in condition of approval or denial of the application(s).**

Item	Description	Applicant Response <i>ie. Written Response, Submitted, Not Providing</i>
Chapter 205 – Land Division and Reconfiguration		
Submittal Requirements – Tentative Plan	The tentative plan does not comply with SRC 205.030(a)(9), the existing building is not dimensioned.	
Chapter 803 – Street and Right-of-Way Improvements		
Street Spacing and Connectivity	<p>SRC 803.030 and 803.035 requires that streets shall have a maximum spacing and connectivity provided at intervals no greater than 600-feet.</p> <p>Park Avenue NE exceeds the maximum allowed 600-foot block length per SRC 803.030(a). The applicant shall submit written findings that address why a street is not being constructed through the development site to meet SRC street connectivity requirements. The applicant shall submit findings that address SRC 803.030(b) and SRC 803.035(a). Staff is supportive of this Alternative; however, it is the applicant’s responsibility to provide</p>	

	findings/acknowledgement of the Alternative Street Standard request.	
Chapter 808 – Preservation of Trees and Vegetation		
Protection Measures During Construction	<p>SRC 808.046 provides that any trees or native vegetation required to be preserved or protected under the UDC shall be protected during construction as follows:</p> <p>(a) <i>Trees.</i> All trees shall be protected during construction with the installation of an above ground silt fence, or its equivalent.</p> <p>(1) The above ground silt fence shall encompass 100 percent of the critical root zone of the tree.</p> <p>(A) Up to a maximum of 30 percent of the critical root zone of a tree may be disturbed in order to accommodate development of the property when a report from an arborist is submitted documenting that such disturbance will not compromise the long-term health and stability of the tree and all recommendations included in the report to minimize any impacts to the tree are followed.</p> <p>Critical root zones and disturbance area does not match staff calculations and exceeds maximum allowances in SRC Chapter 808 for the following:</p> <p>Tree 5304: Disturbance area calculated to be 1,148 square feet (35%), vs. applicant finding of 901 square feet (28%).</p> <p>Tree 5391: Critical root zone calculated to be 2,827 square feet, vs. applicant finding of 2,123 square feet. Disturbance area calculated to be 994 square feet (35%), vs. applicant finding of 371 square feet (17%).</p>	