



555 Liberty Street SE / Room 305 • Salem OR 97301-3503 • Phone 503-588-6213 • Fax 503-588-6025
www.cityofsalem.net/planning • www.cityofsalem.net

May 13, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	4450 Commercial Street SE Suite 130
Reference Number:	24-105129-PLN
Application Type:	Class 1 Site Plan Review
Date Application Accepted:	February 28, 2024
Applicant:	Jonathan Soedhijanto jsoedhijanto@rgla.com
Contact:	Same as Applicant

Staff Contact

Land Use Planner:	Abigail Pedersen, Planner I apedersen@cityofsalem.net / 503-540-2309
--------------------------	--

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 (August, 26, 2024) from the date the application was first submitted (February, 26, 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>

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).**

Bike Parking
[SRC 806.055.](#)

All new bike parking spaces are required to meet spacing, location and surfacing requirement per **[SRC 806.060.](#)**

The proposed bike rack style is not a permitted style per Figure 806-12. Spacing standards per Table 806-10 have not been provided.