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June 13, 2024

Updated: June 14, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	2425 13 th Street SE
Reference Number:	24-112211-PLN
Application Type:	Class 1 Site Plan Review
Date Application Accepted:	June 6, 2024
Applicant:	Andrea Willcoxon annie@studio3architecture.com
Contact:	Gene Bolante for Studio 3 Architecture gene@studio3architecture.com

Staff Contact

Land Use Planner:	Abigail Pedersen, Planner I apedersen@cityofsalem.net / 503-540-2309
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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 (December, 3, 2024) from the date the application was first submitted (June, 6, 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).**

Item	Description	Applicant Response <i>ie. Written Response, Submitted, Not Providing</i>
Chapter 806 – Parking		
Bicycle Parking SRC 806.055(a)	<p>Please provide eight bicycle parking spaces.</p> <p>A minimum of four bike parking spaces are required for the new eating and drinking establishment use. Section 806.045(c) requires that nonconforming bike parking numbers be remedied when a change of use occurs. The other half of the building, which is an office complex, is required to provide an additional four bike parking spaces for a total of eight bike parking spaces.</p>	Provided
Bicycle Parking Surfacing SRC 806.060(d)	<p>Please provide bike parking that meets all bike parking standards.</p> <p>The bike parking proposed does not appear meet surfacing standards. On street view I do not see the paving near the office complex</p>	

