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August 27, 2024

LAND USE APPLICATION – COMPLETENESS REVIEW

Project Information

Subject Property:	3200 Pheasant Ave SE
Reference Number:	24-116270-PLN & 24-117854-PLN
Application Type:	Partition and Tree Conservation Plan
Date Application Accepted:	August 1, 2024
Applicant:	Barker Surveying carol@barkerwilson.com
Contact:	Montgomery Construction Group Corporation (Chad Montgomery) chad@mcgcorp.net Keith Kohler (Barker Surveying) keith@barkerwilson.com

Staff Contact

Land Use Planner:	Jacob Brown, Planner II JRBrown@cityofsalem.net / 503-540-2347
Infrastructure Planner:	Laurel Christian, Infrastructure Planner III 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 (January 28, 2025) from the date the application was first submitted (August 1, 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>
Tree Conservation Plan SRC 808.035	<p>As required under Salem Revised Code (SRC) 808.035, a tree conservation plan is required in conjunction with any development proposal for the creation of lots or parcels to be used for single, two, three, and four family uses. The subject property is located within the RS-Single Family Residential zone district which primarily permits the listed uses.</p> <p>A tree inventory and tree conservation plan are required to be submitted and must meet the requirements as stated under SRC 808.035. The Tree Conservation Plan application must be submitted separately from the partition application through the PAC portal as they cannot be consolidated. The Tree Conservation Plan decision will be issued following the completion of the appeal period for the partition. Upon request, Staff can create the Tree Conservation application, or the applicant can submit separately.</p> <p>A Tree Conservation Plan Application has been setup under 24-117854-PLN. The listed fee of \$747 for the application will need to be paid.</p>	FEE HAS BEEN PAID
Partition Plan	Please provide a partition plan with no preliminary outline for future development. At this time, the proposed future development is not be reviewed.	SUBMITTED
Stormwater Management Not Addressed. Per SRC 71.080 storm facilities are required to serve divided property.	The application does not provide sufficient details to identify how the site is compliant with SRC 71, specifically the requirements for Green Stormwater Infrastructure (GSI) pursuant to PWDS Appendix 4E. A description of the proposed stormwater management system shall be provided pursuant to SRC 205.030(e). The description should include the proposed location of GSI facilities for onsite stormwater treatment and the plan for offsite disposal in accordance with the Public Works Design Standards.	SUBMITTED

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 808 – Preservation of Trees and Vegetation		
Tree Conservation Plan	<p>Per the preliminary plan, the two existing trees on the property are located within/near the footprint of a proposed building. Please note that the approval criteria of SRC 808.035 (d) if less than 30 percent of the trees are designated for preservation that applicant shall demonstrate that there “are no reasonable design alternatives that would enable preservation of such trees” and that mitigation measures required under SRC 808.035(e) shall be met. Please identify conformance with the approval criteria within a written statement and additional documentation as necessary.</p> <p>As all trees will be removed on the property, please amend the written statement to address SRC 808.035(e) which requires that mitigation measures be proposed when less than 30 percent of the trees are being preserved. These mitigation measures will be conditioned as part of the tree conservation plan decision.</p>	AMENDED WRITTEN STATEMENT
Chapter 511– Single Family Residential		
SRC 511.010 Lot Standards	<p>Per SRC 511.010 (b) Table 511-2, the proposed lot depth of 145 feet exceeds the maximum allowed for a lot within the RS zone. The maximum is 300% of the average lot width (proposed 40 feet). This would set the maximum allowed lot depth to 120 feet. Per SRC 250.005 (a), a Class 2 Adjustment is required when a standard is being increased by more than 20 percent (21%). Within a written statement the applicant will need to address the approval criteria of SRC 250.005 (d)(2).</p>	NOT PROVIDING