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August 20, 2024

2nd Round: September 12, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	3910 Stanley Lane South
Reference Number:	24-116159-PLN
Application Type:	Property Line Adjustment
Date Application Accepted:	July 31, 2024
Applicant:	Douglas Hartman 3860 Stanley Lane S, Salem Oregon, 97302-4738 doughartman555@gmail.com
Owner:	Nancy Graf 3910 Stanley Lane S, Salem Oregon, 97302-4740

Staff Contact

Land Use Planner:	Arthur Graves, City Planner agraves@cityofsalem.net 503.540.2326
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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 (January 27, 2025) from the date the application was first submitted (July 31, 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/government/laws-rules/salem-revised-code>

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>
Property Line Adjustments SRC 205.055	Provide an existing conditions site plan and a proposed conditions site plan, both drawn to scale. Plans should indicate: (A) The dimensions and areas of the units of land before and after the proposed property line adjustment; (B) Setbacks, building separations, lot coverage, vehicular access, and public and private utilities.	
Property Line Adjustments SRC 205.055	Provide evidence that tax lot 8400 is lawfully established: <ul style="list-style-type: none"> ○ Chain of Title showing the subject property(s) to be in the same configuration today as it was prior to October 22, 1979, may be required to determine legality of the subject property. ○ Alternatively, evidence showing the subject property(s) was established in compliance with appropriate city land use laws after October 22, 1979, may be submitted to determine legality. 	
Property Line Adjustments SRC 205.055	There is a PGE Easement listed on the title report. Please provide the easement, Book 491, Page 560.	
Property Line Adjustments SRC 205.055 and SRC 205.060(C)	Regarding tax lot 8400: <ul style="list-style-type: none"> • As the chain of title proves the unlawfulness of tax lot 8400, the applicant will need to apply for a single validation before proceeding with PLA. • A tentative validation plat that complies with SRC 205.060(C) is required at completeness. 	