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October 3, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	3980 Airway Drive SE
Reference Number:	24-119664
Application Type:	Class II Site Plan Review Modification
Date Application Accepted:	September 26, 2024
Applicant:	Gene Bolante, Studio 3 Architecture gene@studio3architecture.com
Contact:	Same as applicant

Staff Contact

Land Use Planner:	Quincy Miller, Planner I gmiller@cityofsalem.net / 503-584-4676
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 (March 2, 2025) from the date the application was first submitted (September 19, 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 [here](#).

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>i.e. Written Response, Submitted, Not Providing</i>
<u>TGE Form</u>	A Trip Generation Estimate form (TGE) is required as part of the submittal packet pursuant to SRC 220.005(e)(1)(D) .	
Stormwater Management and/or Design Exception	<p>The proposal includes more than 10,000 sq. ft. of new impervious surface and as such requires green stormwater infrastructure to manage stormwater generated by the development. 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 Public Works Design Standards (PWDS) Appendix 4E. The applicant shall provide a storm drainage system that provides treatment and flow control as required by the 2014 PWDS.</p> <p>NOTE: The applicant is advised to contact John Paskell, Airport Manager, regarding stormwater management standards that are required in excess of those outlined in the PWDS for project on airport property. Contact: jpaskell@cityofsalem.net 503-588-6314</p>	