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October 29, 2024

## LAND USE APPLICATION - COMPLETENESS REVIEW

### Project Information

<b>Subject Property:</b>	5463 Commercial Street SE
<b>Reference Number:</b>	24-121783-PLN
<b>Application Type:</b>	Class 1 Design Review
<b>Date Application Accepted:</b>	October 24, 2024
<b>Applicant:</b>	D & T CONSTRUCTION SERVICES LLC rodriguezbalmore@yahoo.com
<b>Contact:</b>	D & T CONSTRUCTION SERVICES LLC rodriguezbalmore@yahoo.com

### Staff Contact

<b>Land Use Planner:</b>	Jacob Brown, Planner II <a href="mailto:JRBrown@cityofsalem.net">JRBrown@cityofsalem.net</a> / 503-540-2347
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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 (April 22, 2025) from the date the application was first submitted (October 24, 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”:

<b>Submittal Requirement</b>	<b>Description</b>	<b>Applicant Response</b> <i>ie. Written Response, Submitted, Not Providing</i>
<b>Building Elevations</b>	<p>As the site is located within the Mixed Use-III (MU-III) zone and the site is a multifamily complex, Salem Revised Code (SRC) 535.020 (a) requires a minimum of a Class 1 Design Review application to be submitted and approved prior to planning able to approve a building permit. Elevations and a general site plan will be required to be submitted with the application. The submitted plans will need to demonstrate conformance with SRC 702.020 (e)(9) which requires the first floor of each building (with siding removed) to be differentiated by the above floors with one of the following:</p> <ul style="list-style-type: none"> <li>• Change of materials</li> <li>• Change in color</li> <li>• Molding or other horizontally-distinguishing transition piece</li> </ul>	
<b>Site Plan</b> <a href="#"><u>220.005(e)</u></a>	Pursuant to SRC 220.005(e), a site plan including all information required in SRC 220.005(e) is required.	