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November 26, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	2592 Kuebler Rd S
Reference Number:	24-122051-PLN
Application Type:	Partition Tentative Plan
Date Application Accepted:	October 28, 2024
Applicant:	Andre Makarenko Comfort Homs, LLC
Contact:	Brandie Dalton bdalton@mtengineering.net 503.363.9227

Staff Contact

Land Use Planner:	Arthur Graves, Planner III agraves@cityofsalem.net 503.540.2326
Infrastructure Planner:	Aaron Panko, Infrastructure Planner III apanko@cityofsalem.net / 503-540-2356

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 26, 2025) from the date the application was first submitted (October 28, 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>i.e. Written Response, Submitted, Not Providing</i>
Required submittal items for a Type II procedure: SRC 300.210	Please submit all items listed in SRC 300.210 : (8) A statement as to whether the Salem-Keizer Transit District was contacted in advance of filing the application; and if so, a summary of the contact. The summary shall include the date when contact was made, the form of the contact, who it was with, and the result;	
Required submittal items for a Partition tentative plan: SRC 205.030(a)	Please submit all items listed in SRC 205.030(a) : (e) A description of the proposed stormwater management system, including pre and post construction conditions, prepared in accordance with the Public Works Design Standards; (f) A schematic plan showing the location of existing and proposed city infrastructure; (g) A preliminary grading plan, for partitions, subdivisions, and phased subdivisions, when grading of the subject property will be necessary to accommodate the proposed development;	
Shadow Plan	For partitions or subdivisions creating residentially zoned lots exceeding one-half an acre, a future division plan is required pursuant to SRC 205.030(h) . The plan shall demonstrate that future further division of the lot or parcels may readily be made without violating the development standards of the UDC and without interfering with the orderly extension and connection of adjacent streets.	
Title Report	Submit a current title report for the subject property for review by the Survey Section pursuant to SRC 205.030(b) . The title report provided is dated June 20, 2024 and is considered expired.	
Right-of-way Dedication	Pursuant to SRC 803.040(a), as a condition of approval, the applicant is required to dedicate right-of-way for a future collector street (extension of Croisan Creek Road S) equal to 60-feet in width. The applicant shall revise their proposed site plan to show the alignment for the future street, and dedication per SRC 205.030(a)(6) . A revocable license will be required for private driveway access in the new right-of-way.	
Floodplain Development	An existing floodplain is located on the subject property as designated on the Federal Emergency Management Agency floodplain maps. In accordance with SRC 205.030(a)(11)	

	the applicant shall show the regulatory floodplain on the subject property.	
Partitions not Connecting to Public Sewer	Pursuant to SRC 205.030(i) Partitions of property located more than 300 feet from an available sewer main, and the property will not connect to City water and sewer, the application shall include a plan showing the information required under SRC 205.030(i) .	
Landslide Hazards	City records show the proposed development is located in a moderate landslide hazard risk. The applicant shall submit a geological assessment from a licensed engineering geologist per SRC 205.030(d) and SRC 810.025 .	
Items of Concern - The following items are not listed in SRC as specific requirements for a complete application; however, are advisories that address areas on concern on the application. Failure to address issues could result in condition of approval or denial of the application.		
Item	Description	Applicant Response <i>ie. Written Response, Submitted, Not Providing</i>
Chapter 86 – Trees on City Owned Property		
Street Tree Removal	The application is proposing the likely removal of City-owned street tree(s) along Ballyntyne Road S. The applicant is advised that a street tree removal application is required for the trees proposed for removal. The applicant may contact Zach Diehl in Development Services with any questions regarding the street tree removal process at 503-588-6211 ext.7435, or via email at ZDiehl@cityofsalem.net .	