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November 27, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	676 17 th Street SE
Reference Number:	24-121236-PLN
Application Type:	Replat Tentative Plan
Date Application Accepted:	October 17, 2024
Applicant:	Barker Surveying carol@barkerwilson.com
Contact:	Ron Ped rjp@rktect.com Servando Garcia estimating@sunsetstuccolc.com

Staff Contact

Land Use Planner:	Peter Domine, Planner II pdomine@cityofsalem.net / 503-540-2311
Infrastructure Planner:	Aaron Panko, Infrastructure Planner III apanko@cityofsalem.net / 503-588-6005

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 15, 2025) from the date the application was first submitted (October 17, 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:

❖ ADA Accommodations Will Be Provided Upon Request ❖
Servicios razonables de accesibilidad se facilitarán por petición

<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>
Signed land use application Resolved	A signed land use application by the owner or duly authorized representative, per SRC 300.210(a)(1).	
Written Statement Resolved	A written statement addressing each applicable approval criterion and standard, per SRC 300.210(a)(9).	
Adjustments Resolved	Please provide a written statement addressing the approval criteria applicable to the requested adjustments, per SRC 250.005(c) > SRC 300.210(a)(9). <ul style="list-style-type: none"> Two Class 2 Adjustments are necessary to the minimum lot area and minimum lot depth of proposed Parcel 2, as conditioned in land use decision, SPR-ADJ-DAP-DR24-27. Adjustments have been applied and paid for. 	
Utility Plan Unresolved	Provide a preliminary utility plan pursuant to SRC 205.030(f). Please clarify on the utility plan where water service will be provided for proposed buildings B and C. An easement for private water service serving building(s) on Parcel 2 may be required on Parcel 1.	
Easements Unresolved	The tentative plan submitted does not include proposed access and utility easements. The applicant shall include all existing and proposed easements located on the site pursuant to SRC 205.030(a)(7) . Specifically, the tentative plan shall include necessary private easements for water, stormwater, and sewer lines. An access easement shall be required for Parcel 2 crossing Parcel 1 to provide to access to Oak Street SE.	

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>i.e., Written Response Submitted, Not Providing</i>
Chapter 514 – RM-II Zone		
Lot Standards	<ul style="list-style-type: none"> The minimum lot area for all uses in the RM-II zone is 6,000 square feet. As described and conditioned 	

Addressed with ADJ request	<p>in the land use decision, proposed Parcel 2 does not meet this standard.</p> <ul style="list-style-type: none">• The minimum lot depth for all uses other than single-family in the RM-II zone is 80 feet. As described and conditioned in the land use decision, proposed Parcel 2 does not meet this standard.	
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