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February 20, 2025

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	182 Linn Haven Drive SE, Salem, OR 97306
Reference Number:	25-103008-PLN
Application Type:	Validation of Unit of Land
Date Application Accepted:	February 3, 2025
Applicant:	Brandie Dalton, Multi/Tech Engineering bdalton@mtengineering.net

Staff Contact

Land Use Planner:	Quincy Miller, Planner I gmiller@cityofsalem.net / 503-584-4676
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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 (August 2, 2025) from the date the application was first submitted (February 3, 2025) 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>
Title Report	A Title Report rather than a “Property Detail Report” no older than 30 days is required.	
Marion County Confirmation	The property was established by deed in 1978 while under Marion County’s jurisdiction. Pursuant to SRC 205.060(c)(3) , a written statement will need to be provided by Marion County meeting the requirements.	

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>
Validation Application	As the property was established prior to October 22, 1979, and the property description has not changed since the deed establishing the property was created in 1978, the property may already be legally established and may not require a Validation. Legality will need to be confirmed with Marion County as to what land use process, if any, the property went through at the time of establishment.	