



Completeness Review Response Letter  
2260 Simpson St

City of Salem – Planning Department  
Jacob Brown  
555 Liberty St. SE, Rm 320  
Salem, OR 97301

Subject: Middle Housing Land Division Application  
RE: 25-103089-PLN

Land Use Review Comments

**1. Land Use Application**

The application form must be signed by the applicant(s), property owner(s), and/or duly authorized representative(s). If the applicant and/or owner is a Limited Liability Company (LLC), a list of all members of the LLC must be provided with your land use application.

The current vesting deed provided indicates ownership belonging to Steve Bennett Construction, LLC. Please provide Articles of Organization for the LLC.

***Response:*** See submitted Operating Agreement

**2. Site Plan for Middle Housing Development**

Please provide a site plan showing the improvements under construction and including all of the information listed in SRC 205.051(c)(2).

(A) Scale and north arrow; -

***Response:*** See site plan

(B) The boundaries, dimensions, and area of the lot; -



***Response:*** See site plan

- (C) The location, width, and names of all existing streets, flag lot accessways, and public accessways abutting the perimeter of the lot; -

***Response:*** the proposed lots are accessed by Simpson St, a 40' wide public street.

- (C) The location, width, curve radius, grade, and names of all proposed streets, flag lot accessways, and public accessways;

***Response:*** no new streets, flag lots, accessways and public accessways are proposed.

- (D) The location and use of all existing and proposed buildings and accessory structures on the lot, indicating the distance of such buildings and accessory structures to all property lines and adjacent on-site structures and identification of any that will be removed;

***Response:*** see site plan for the buildings recently constructed on the site.

- (E) The location of all existing and proposed off-street parking and vehicle use areas;

***Response:*** Each townhouse will have a single car garage and one uncovered parking space in the driveway.

- (F) Identification of vehicle, pedestrian, and bicycle parking and circulation areas, including handicapped parking stalls, disembarking areas, accessible routes of travel, and proposed ramps.

***Response:*** Homes are fee simple homes with their own off-street parking areas. A concrete walkway will connect the driveway to the front door. Bicycle parking can take place in each owners garage or private rear yard.

- (G) Driveway locations, bike paths, transit stops, sidewalks, and other bike and pedestrian pathways, curbs, and easements;

***Response:*** See site plan for driveway locations. As required by our building permit, sidewalks will be installed per City of Salem standards along the project frontage. No other transit stop, pathways or easements are proposed.

- (H) The location, height, and material of fences, berms, walls, and other existing and proposed screening;



**Response:** A typical 6' wooden fence will be installed in the rear and side yards. Each home will have a gate on the side-yard providing access to the rear yard.

- (I) The size and location of solid waste and recyclables storage and collection areas, and amount of overhead clearance above such enclosures, if included in the proposed development;

**Response:** Solid waste and recyclable storage containers may be stored in garage or private side-yard. Collection area will be at the street frontage of each home.

- (J) The location of all existing trees and vegetation required to be protected under SRC [chapter 808](#); and

**Response:** No trees or vegetation were required to be protected.

- (K) The location of all existing and proposed street trees required under SRC [chapter 86](#);

**Response:** As required by our building permit, one tree per lot is required to be planted. Trees will be planted in the front yard of each home.

### 3. Utility Plan

Provide a preliminary utility plan pursuant to SRC 205.051(c)(8) which includes all existing and proposed public and private utilities.

NOTE: Per SRC 205.051(d)(6) separate utilities are required to be provided for each dwelling unit. The utility plan shall confirm location of utilities installed to provide service to each dwelling unit.

**Response:** See site plan. Separate utilities are provided to each home without any easements.

### 4. Tentative Plan Map Easements

The submitted tentative plan map does not include any easements. Per SRC 205.051 (c)(3)(H)&(d)(7), all access and utility easements necessary to serve each dwelling unit are provided on the tentative plan for

- (A) Locating, accessing, servicing, and replacing all utilities;

**Response:** All utilities have their own laterals from mains in the public ROW and do not require any cross-lot easements.



- (B) Pedestrian access from the primary entrance of each dwelling unit to a public or private street;

**Response:** *Each proposed property has pedestrian access to the public sidewalk without any cross-lot easements.*

- (C) Any driveways or off-street parking;

**Response:** *Each proposed property has a driveway with direct access to Simpson St. No cross-lot easements are required.*

- (D) Any common use areas or shared building elements; and

**Response:** *There are no common use areas. Shared building elements such as the foundation, siding and roofing will be managed via a Shared Maintenance Agreement.*

- (E) Any common area.

**Response:** *There is no common area proposed with this land division.*

## 5. Tentative Plan Map

The submitted tentative plan map does not include the location and use of all buildings and accessory structures that will be located on each proposed lot. Per SRC 205.051(c)(3), the tentative plan map shall include the following:

- Location and use of all buildings and accessory structures that will be located on each proposed lot, indicating the distance of such buildings and accessory structures to proposed lot lines and to adjacent structures on abutting lots

**Response:** *See revised Tentative Plan*



For any questions regarding this response letter, please contact the undersigned at 971-600-4019, or via email at [jed@sbh-homes.com](mailto:jed@sbh-homes.com).

Very Respectfully,

A handwritten signature in black ink, reading 'Jed Bennett', with a long horizontal flourish extending to the right.

Jed Bennett  
SBC Homes - Member