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February 28, 2024

LAND USE APPLICATION - COMPLETENESS REVIEW

Project Information

Subject Property:	1317 State Street / 073W26BD04400
Reference Number:	24-121947-PLN
Application Type:	Class II Site Plan Review
Date Application Accepted:	October 28, 2024
Applicant:	Sky Lanigan skylanigan@gmail.com

Staff Contact

Land Use Planner:	Quincy Miller, Planner I gmiller@cityofsalem.net / 503-584-4676
Infrastructure Planner:	Laurel Christian, Infrastructure Planner III lchristian@cityofsalem.net / 503-584-4632

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 [here](#).

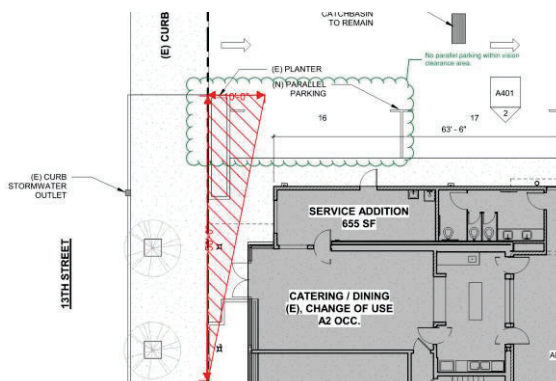
Completeness Review Items

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>
Stormwater Management	<p>It is unclear from the submitted plans whether or not the proposal meets the definition of a large project pursuant to SRC 70.005. The applicant shall submit a written finding regarding the definition of large project and new/replaced impervious surfaces pursuant to SRC 70.005. If the proposal meets the definition of a large project the applicant shall provide a storm drainage system that provides treatment and flow control as required by the 2014 PWDS.</p> <p><u>Please provide a calculation of the new and replaced impervious surface.</u></p>	The project does not meet the threshold for Large Project stormwater requirements based on the SRC 70.005 Definition in place at the time of submittal, 10/28/2024. The thresholds were recently changed on 11/01/2024. Please see Site Surface Diagram, 2/A102, for area calculations and code interpretation
Utility Plan	The application shall include a preliminary utility plan pursuant to SRC 220.005(e)(1)(E) .	Please see Site Utility & Stormwater Plan, 1/A102 for preliminary utility information

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 805 – Vision Clearance		
Vision Clearance Obstructions	<p>The applicant shows new parallel parking spaces within the vision clearance area at the driveway approach. Parking is not permitted within the vision clearance area per SRC 805.005.</p> 	Parking layout has been revised to conform to vision clearance requirements of SRC 805.005. Please see Proposed Site Plan, 1/A101, for vision clearance details.

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 806 – Off-Street Parking, Loading, and Driveways		
Bike Rack Placement	<p>The applicant's plans show new bike racks to be placed in the right-of-way. The frontage of State Street, including the streetscape, will be reconstructed through the City's State Street Bond project. These racks would need to be removed by the City in order to complete that construction project. Staff is not supportive of placement of the racks in this location at this time as they will need to be removed through construction of the roadway project.</p> <p>Please relocate the bike racks to the private property and ensure it meet the development standards of SRC 806.060.</p>	<p>Bicycle parking layout has been revised to avoid bike rack encroachment into right-of-way. Please see Proposed Site Plan, 1/A101, for revised parking details. Please note, 1 rack at State Street serving 2 required spaces has been located separately from others at 13th street to meet clearance requirements.</p>