



COMMUNITY DEVELOPMENT DEPARTMENT

555 Liberty St. SE / Room 305 • Salem, OR 97301-3503 • (503) 588-6173 • (503) TTY 588-6353 • (503) Fax 588-6005

<http://www.cityofsalem.net/planning>

Si necesita ayuda para comprender esta informacion, por favor llame 503-588-6173

January 23, 2014

M & T PARTNERS INC
15350 SW SEQUOIA PARKWAY, SUITE 300
PORTLAND OR 97224-7175

WESTECH ENGINEERING, INC.
ATTN: JOSH WELLS
3841 FAIRVIEW IND DR SE, STE 100
SALEM OR 97302

- I. TYPE OF LAND USE CASE: Subdivision Case No. SUB14-01; Application No. 13-119992-LD
- II. DATE APPLICATION DEEMED COMPLETE: January 23, 2014
- III. LOCATION OF SUBJECT PROPERTY: 2521 & 2531 BOONE RD SE, SALEM OR 97302
- IV. REQUEST: A subdivision to divide 7.32 acres into 6 lots ranging in size from approximately 0.795 acres (34,630 square feet) to approximately 2.35 acres (102,192 square feet), with a Class 2 Adjustment to:
 - 1) Allow the number of flag lots within the subdivision to exceed 15 percent;
 - 2) Allow more than 4 lots to be served by a flag lot accessway; and
 - 3) Allow the length of the flag lot accessway to exceed 400 feet.

The property is zoned CO (Commercial Office) and CR (Commercial Retail) and is located at 2521 and 2531 Boone Road SE (Marion County Assessor's Map and Tax Lot Numbers: 083W11D/600 and 083W12C/702).

V. REVIEW PROCESS:

Your completed application has been received. The following are key dates you should consider during the continuing review process.

- A. After your application is deemed complete, a Notice of Filing outlining your proposal along with a Request for Comments form advising that comments will be received for a period of 14 days will be mailed to the list of property owners within the notification area.
- B. The subject property must be POSTED, **no sooner than Thursday, January 23, 2014 and no later than Monday, January 27, 2014**. Posting is required on each street frontage of the property and shall remain in place throughout the comment period. The posting of notice is your responsibility as the applicant in this case.
- C. The POSTING NOTICES/SIGNS and the AFFIDAVIT can be obtained in Room 305, Civic Center. **A \$25.00 DEPOSIT FOR EACH POSTING SIGN IS REQUIRED. CONTACT THE CASE PLANNER BEFORE COMING TO THE CIVIC CENTER TO PICK UP THE POSTING SIGNS.**
- D. The SIGNED AND NOTARIZED AFFIDAVIT must be returned to the Civic Center, Room 305 within five days of the date of original posting. Posting SIGNS MUST BE RETURNED within seven days after the date the decision is issued. The deposit will be refunded if posting signs are returned on time and in reusable condition.

If you have any questions, please contact Bryce Bishop, Case Manager at this office: 

City of Salem Planning Division
Civic Center, 555 Liberty Street SE/Room 305
503-540-2399, E-mail: bbishop@cityofsalem.net