

October 26, 2015

Christopher Green, Planner II  
City of Salem  
Community Development Dept  
555 Liberty Street SE, Room 305  
Salem OR 97301

*via email and delivery*

Re: 15-118609-ZO

Dear Christopher:

Good talking with you Friday and thank you for sending the letter on the items needed to complete this Application. With the attached and this letter all the missing information has been provided as requested in the October 23, 2015 Completeness review letter, which is also attached, so mailing can be completed as we have been striving to do for this to be put on the November 18, 2015 Hearing Agenda. Here is the additional information.

1. Tentative Partition Plan-existing and proposed easements. The easement in the review letter from Reel 1751 for Creek Setback and Maintenance is now shown on the Revised Tentative Partition Plan ("Plan") which is attached in 17x11 and 11x8 1/2. As requested, the proposed easements for access and utilities are also shown on the attached Revised Tentative Partition Plan.

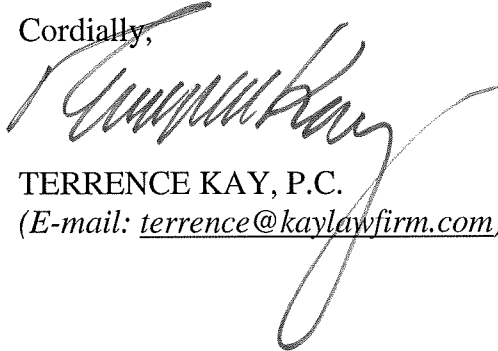
2. The subject property is all within FEMA's flood insurance rate map, shown in the attached FEMA Map excerpt. The single 1.89 acre parcel has a portion along the southwest border along Croisan Creek in the floodway which is Croisan Creek as shown in the updated Plan and FEMA Map, but the new parcel #3 the rear is only in the flood plain and not in the floodway, and a small corner if any of parcel #2 is at the floodway. We don't have a precise digitized overlay.

4. For the preliminary grading plan and drainage plan, there is no grading because the new home to be constructed on parcel #3 will have maybe a foot of additional fill to elevate the home to the minimum one foot above the base flood elevation and ensure positive gravity flow for sewer service. There was engineered compacted fill for parcels #2 and #3 years ago, parcel #1 was already developed over 12 years ago with the commercial brick building. The drainage plan includes drainage into the City storm drain for the home, and any run off from the yard area for parcels #2 and #3 will continue into the existing drainage ditch on the westerly boundary line and existing drainage ditch on the northern end of the property along the Burlington Railroad.

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Page 2 of 2

Please let me know right away if there are any questions so we have everything completed for notice to go out in the next couple of days to ensure we get this on the November 18<sup>th</sup> Hearing Agenda. Thank you.

Cordially,

A handwritten signature in black ink, appearing to read "Terrence Kay", with a long, sweeping horizontal stroke extending to the right.

TERRENCE KAY, P.C.  
(E-mail: [terrence@kaylawfirm.com](mailto:terrence@kaylawfirm.com))

TK/su  
Enclosures

