



COMMUNITY DEVELOPMENT DEPARTMENT

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MEMO

TO: Brandie Dalton
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HSF Development
ddobson@livebsl.com

FROM: Olivia Glantz, Planner II

DATE: September 21, 2018

SUBJECT: **Completeness Review – 6719 Devon Avenue SE; Subdivision (#18-114904-LD)**

The Planning Division received an application for the proposed subdivision at 6719 Devon Avenue on July 16, 2018. **The subject property was not yet annexed into the City Limits of Salem until August 10th, 2018, therefore the City of Salem did not have jurisdiction to review the application.** Prior to deeming your application complete, modifications and/or additional information must be provided to address the following item(s):

ITEM	NOTES
Title Report	Please provide a copy of the title report for the property.
Subdivision Name	Please provide an approved copy of the Marion County Subdivision name request.
Property Owner Signature	Please provide the correct signature or documentation that Chris Jundt can sign of behalf of HSF Development. The Articles of Organization list Anthony Ray Kreizberg and Kelley Hamilton.
Tentative Subdivision Map	Tract A should be changed to a Lot. The narrative does not provide information on the purpose of the "Tract".

	<p>The two properties to the north are under separate ownership and pursuant to SRC 803 connection to all undeveloped properties is required. There is an approved subdivision which is currently approved required as a condition of approval a stub street to the subject property from the northwest property (tax lot 200).</p> <p>The proposed plan is not compliant with SRC 803.035(a) for Street Connectivity. Proposed street stubs along the northern and southern lines of the subject property exceed 600 foot spacing and the property to the west is undeveloped. Additionally, Condition 6 of SUB08-04MOD1 for the northwesterly abutting property states, "A street connection shall be provided to the abutting property to the south in an alignment approved by the Public Works Director." The applicant shall either revise their application to provide street connectivity pursuant to SRC 803.035(a) and SUB08-04MOD1, and/or provide findings in support of the alternative spacing standard.</p> <p>Proposed tentative subdivision plan does not provide connectivity to the undeveloped property to the west.</p> <p>The subdivision plan exceeds the maximum of 600-foot block length on the north and south of the subdivision.</p> <p>SRC 803.035(I) Sidewalks shall be located parallel to and one foot from the adjacent right-of-way; provided, however, on streets having a right-of-way of 50 feet or less, sidewalks shall be located parallel to and abutting the curb.</p>
Written Statement	<p>The written statement provided is inconsistent with the proposal. Please revise written statement to reflect what is proposed.</p>
Storm Water	<p>Provide preliminary drainage report and stormwater plan that demonstrates compliance with green stormwater infrastructure requirements of SRC Chapter 71.</p>
UGA Conditions	<p>Condition 2 and 3 of UGA17-06 require the construction of Lone Oak Road SE from Sahalee Drive SE to Rees Hill Road SE. The applicant shall provide a schematic design for the</p>

	entire length of the Lone Oak Road SE.
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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 from the date the application was first submitted to respond in one of the three ways listed above, or the application will be deemed void.

For questions regarding the above requirements, feel free to contact me directly by calling (503) 540-2343 or via email at oglantz@cityofsalem.net. You may access the Salem Revised Code accessed by clicking [HERE](#).