



555 Liberty Street SE / Room 305 • Salem OR 97301-3503 • Phone 503-588-6213 • Fax 503-588-6005  
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December 31, 2019

Owner(s):  
JACK YARBROUGH  
PO BOX 20756  
KEIZER OR 97307-0756"

Applicant(s):  
JENSEN CONSULTING AND DEVELOPMENT  
5190 KALE ST NE  
SALEM OR 97305"

- I. TYPE OF LAND USE CASE: Subdivision; Case No. SUB19-09; Application No. 19-125242-LD
- II. DATE APPLICATION DEEMED COMPLETE: December 24, 2019
- III. LOCATION OF SUBJECT PROPERTY: 4560 CENTER ST NE, SALEM OR 97301
- IV. REQUEST: A tentative subdivision plan to divide approximately 4.71 acres into 24 lots ranging in size from 4,633 square feet to 9,314 square feet.
- V.
- VI. The subject property is approximately 4.71 acres in size, zoned RA (Residential Agriculture), and located at 4560 Center Street NE (Marion County Assessor Map and Tax Lot Number 072W30AA / 8000).
- VII. 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.
- VIII. POSTING PROCEDURE: The subject property must be POSTED no sooner than December 31, 2019 and no later than January 4, 2020.
  - a. Please pick up **2** POSTING SIGNS at the PAC Desk, Room 320, Civic Center. Attachment A (Hearing Notice) and Attachment B (Site Plan or Photo), must be inserted into the plastic sleeve on each sign. **Please use tape at the bottom of the plastic sleeve to keep the paper in.**
  - b. 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 close of the Public Hearing or comment period.
  - a. Posting is required on each street frontage. This is your responsibility as the applicant in this case. IF THE SUBJECT PROPERTY IS NOT PROPERLY POSTED 10 DAYS PRIOR TO THE HEARING, THE HEARING MAY NOT BE HELD.

If you have any questions, please contact Olivia Glantz, Planner III at this office:

City of Salem Planning Division  
Civic Center, 555 Liberty Street SE/Room 305  
5035402343, E-mail: OGlantz@cityofsalem.net

## AFFIDAVIT OF POSTING NOTICE

I, \_\_\_\_\_, being first duly sworn; say that I am over 21 years of age and that I posted the notice(s) as follows: (Describe location of notice(s)).

\_\_\_\_\_

\_\_\_\_\_

That I posted said notice in the manner at the place above stated on the \_\_\_\_ day of \_\_\_\_, 20\_\_\_\_, and in a conspicuous place.

That I have personal knowledge of all facts set forth and all statements herein are just and true.

\_\_\_\_\_  
Applicant's Signature

-----NOTARY PUBLIC-----

STATE OF OREGON    )  
                              ) ss.  
County of MARION    )

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires: \_\_\_\_\_

### Correct Sign Set-Up:

- Attachment "A" and "B" are placed in the correct location
- The plan/photo was printed in color
- The papers were inserted into the plastic sleeves and taped at the bottom.
- The sign(s) were posted on each street frontage abutting the property
- The *notarized* Affidavit of Posting was returned to the Case Manager (notaries are available in the Planning office)
- The sign(s) were returned to the PAC desk within seven days after the public hearing or the close of the comment period



Attachment A  
(Hearing or  
Filing Notice)

Attachment B  
(Site Plan or  
Photo)



# NOTICE of FILING

## LAND USE REQUEST AFFECTING THIS AREA

*There is a development proposal for the property listed in this notice and shown on the attached map. The City is seeking input from neighbors on the proposal. If you have questions or comments about the proposal, contact the case manager.*

*Esta carta es un aviso sobre una propuesta de desarrollo para la propiedad enumerada y que se muestra en el mapa adjunto. La ciudad está buscando la opinión de los vecinos sobre la propuesta. Si tiene preguntas o comentarios sobre la propuesta, póngase en contacto con nosotros al 503-588-6213.*

<b>CASE NUMBER:</b>	Subdivision Case No. SUB19-09
<b>PROPERTY LOCATION:</b>	4560 CENTER ST NE / 97301
<b>NOTICE MAILING DATE:</b>	December 31, 2019
<b>PROPOSAL SUMMARY:</b>	A tentative subdivision plan to divide approximately 4.71 acres into 24 lots ranging in size from 4,633 square feet to 9,314 square feet.
<b>COMMENT PERIOD:</b>	<b>All written comments must be submitted to City Staff no later than Tuesday, January 14, 2020.</b> Comments received after the close of the comment period will not be considered. Any person wishing to express support or opposition to the proposed request may do so. Include case number with the written comments. Written comments may be filed with the Case Manager.
<b>CASE MANAGER:</b>	Olivia Glantz, Planner III, City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2343; E-mail: <a href="mailto:OGlantz@cityofsalem.net">OGlantz@cityofsalem.net</a>
<b>NEIGHBORHOOD ORGANIZATION:</b>	<i>Neighborhood associations are volunteer organizations of neighbors coming together to make neighborhoods the best they can be. They receive notice of land use applications within their boundaries, and they often submit comments on the applications to the City. Neighborhood association meetings are open to everyone. Contact your neighborhood association to get involved:</i>  East Lancaster Neighborhood Association (ELNA) Susan Kaltwasser Land Use Chair; Phone: (503)378-1845; Email: <a href="mailto:nanasue@yahoo.com">nanasue@yahoo.com</a>
<b>ACCESS:</b>	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
<b>CRITERIA TO BE CONSIDERED:</b>	<b><u>SUBDIVISIONS</u></b> Pursuant to SRC 205.010(d), a tentative subdivision plan shall be approved if all of the following criteria are met: <b>(1)</b> The tentative subdivision plan complies with the standards of this Chapter and with all applicable provisions of the UDC, including, but not limited to, the following: <b>(A)</b> Lot standards, including, but not limited to, standards for lot area, lot width and depth, lot frontage and designation of front and rear lot lines.



