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RE: Subdivision and Urban Growth Preliminary Declaration Applications for 3200 Eagle Ridge Avenue (AMANDA 20-101578-LD & 20-101577-LD)

Ms. Dalton,

I am reviewing the partition application for completeness. The following information is required for staff to deem the application complete.

(1) **Title report.** You must provide a current title report for the property.

(2) **Approved Subdivision Name** form from Polk County Survey.

(3) **Tree inventory.** You must complete and submit a tree inventory on a form as provided by the Director. The maps provided do not have trees located on the subject property.

(4) **Future Development Plan.** For residentially zoned property, where the partition or subdivision will result in a lot or parcel that is one-half acre or larger, a plan for the lot or parcel showing the location of lot or parcel lines and other details of layout, and demonstrating that future further division of the lot or parcel may readily be made without violating the development standards of the UDC and without interfering with the orderly extension and connection of adjacent streets. **If it is not feasible to further dived properties, please address in written findings.**

(5) **Stormwater:** Provide evidence that the proposed stormwater facility and other public facilities can be located within the BPA easement.

In addition, provide finding that the buildable areas of referenced lots will meet lot standards without the adjustment to meet equally or better criteria.

**Sanitary Sewer:** Provide evidence that the proposed sanitary sewer design and pump station location comply with the Wastewater Management Master Plan.

**SRC 803.025 – Street Width:** Street width for a local street is 60-feet with sidewalks abutting the property line. Revise plans to reflect all rights-of-way to be 60-foot wide meeting the clear and objective standards of the Salem Revised Code.

**SRC 803.030 – Street Spacing:** The proposal does not meet the street spacing requirements of 600-foot maximum. Please revise site plan to meet or address an alternative street standard for Eagle Claw and Eagle Ridge.

**SRC 803.035 – Connectivity:** Local streets shall be extended to adjoining undeveloped properties for eventual connection with the existing street system. Connections to existing or planned streets and adjoining undeveloped properties for eventual connection with the existing street system shall be provided at no greater than 600-foot intervals. **The proposal does not provide a connection to the undeveloped property to the south.**

**Streets:** Design Exceptions or Alternative Street Standards are needed for the proposed street and utility designs.

**SRC 511.10 (a), Table 511-2:** Lots 7 and 8 do not meet standards. The application materials include findings for a Class 2 Adjustment. The applicant has not applied for a Class 2 Adjustment. Please submit the application.

The application 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 the applicant that no other information will be provided;

(3) Written notice from the applicant that none of the missing information will be provided.

**You have until July 6, 2020 (180 days from the date the application was submitted) to respond in one of the three ways listed above, or the application will be deemed void.**

Please submit the above requested materials and/information to our office through SPLASH, by mail, email, or in person. If you have questions, please contact me at (503) 540-2343 or oglantz@cityofsalem.net.

The Salem Revised Code may be accessed online at the following location:

<https://www.cityofsalem.net/Pages/salem-revised-code.aspx>

Sincerely,

Olivia Dias

Planner III

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