



## Land Use Application

### Planning/Permit Application Center

City Hall / 555 Liberty St. SE / Room 320 / Salem, OR 97301-3513

503-588-6173 \* [planning@cityofsalem.net](mailto:planning@cityofsalem.net)

If you need the following translated in Spanish, please call 503-588-6256.

Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

### Application type

Please describe the type of land use action requested:

REZONE AND CHANGE TO COMPREHENSIVE MAP FROM SINGLE FAMILY RESIDENTIAL TO COMMERCIAL OFFICE

(For office use only)  
Permit #:

### Work site location and information

<b>Street address or location of subject property</b>	905 & 925 COTTAGE ST. NE
<b>Total size of subject property</b>	12,900 SF
<b>Assessor tax lot numbers</b>	Marion County Assessor's Tax Lot: 073W23CB14300 and 073W23CB14301
<b>Existing use structures and/or other improvements on site</b>	Parking lot, Church, and Parsonage (single family home) used for housing
<b>Zoning</b>	RS
<b>Comprehensive Plan Designation</b>	SFR - Single Family Residential
<b>Project description</b>	DEVNW WOULD LIKE TO CONVERT THE EXISTING CHURCH INTO AFFORDABLE HOUSING AND THE EXISTING SINGLE FAMILY HOME INTO DEVNW OFFICE SPACE

### People information

	Name	Full Mailing Address	Phone Number and Email address
<b>Applicant</b>	DEVNW	212 MAIN ST. SPRINGFIELD, OR 97477	541-345-7106
<b>Agent</b>	EMILY REIMAN	212 MAIN ST. SPRINGFIELD, OR 97477	541-345-7106

### Project information

<b>Project Valuation for Site Plan Review</b>	
<b>Neighborhood Association</b>	Grant Neighborhood Association
<b>Have you contacted the Neighborhood Association?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Date Neighborhood Association contacted</b>	5/4/20
<b>Describe contact with the affected Neighborhood Association</b> (The City of Salem recognizes, values, and supports the involvement of residents in land use decisions affecting neighborhoods across the city and strongly encourages anyone requesting approval for any land use proposal to contact the affected neighborhood association(s) as early in the process as possible.)	Communication has been as transparent between all parties. DevNW answered questions/concerns at the 5/4 open house and will continue to address concerns throughout the application process.
<b>Have you contacted Salem-Keizer Transit?</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>Date Salem-Keizer Transit contacted</b>	
<b>Describe contact with Salem-Keizer Transit</b>	

**Authorization by property owner(s)/applicant**

**\*If the applicant and/or property owner is a Limited Liability Company (LLC), please also provide a list of all members of the LLC with your application.**

**Copyright release for government entities:** I hereby grant permission to the City of Salem to copy, in whole or part, drawings and all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities.

**Authorizations: Property owners and contract purchasers are required to authorize the filing of this application and must sign below.**

§ All signatures represent that they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.

§ I (we) hereby grant consent to the City of Salem and its officers, agents, employees, and/or independent contractors to enter the property identified above to conduct any and all inspections that are considered appropriate by the City to process this application.

§ I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property:

**Electronic signature certification:** By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form.

DocuSigned by:  
**Authorized Signature** Evergreen Presbyterian Church in Salem  
E9686F0223BA4FB...

**Print Name:** Evergreen Presbyterian Church in Salem **Date:** 5/26/2020 | 8:25 PM PDT

**Address (include ZIP):**

**Authorized Signature:**

**Print Name:** Emily Reiman **Date:** 5/28/2020

**Address (include ZIP):** 212 Main Street, Springfield, OR 97477

(For office use only)		
Received by	Date:	Receipt Number:

**Not using Internet Explorer?**  
Save the file to your computer and email to [planning@cityofsalem.net](mailto:planning@cityofsalem.net).