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March 26, 2021

## PLANNING REVIEW CHECKLIST

**Subject Property:** 710 Winding Way SE

**Ref#:** 21-104980-LD (PLA 1)  
21-104981-LD (PLA 2)  
21-104982-LD (PLA 3)

**Applicant:** Matthew Bailey

**Contact:** Curt Fisher, AKS Engineering  
[fisherc@aks-eng.com](mailto:fisherc@aks-eng.com)

Three Property Line Adjustment applications were received on March 8, 2021. Prior to deeming your applications complete, modifications and/or additional information must be provided to address the following item(s):

Item:	
<b><u>SRC800.025 – Accessway Length</u></b>	Accessway is measured from center line, making the length more than the allowed 400 ft.  PLA 1 only creates two lots; thus the 400 ft. standard is not applicable for PLA 1 and could not be approved. Max for PLA 1 is 150 ft. Approval of PLA would create a non-conforming parcel and will not meet SRC205.055(d)(2). A partition would allow for the relocation of several property lines with a single application.
<b><u>SRC511.010 – Development Standards</u></b>	Street frontage for single family use is a minimum of 40 ft. No street frontage provided for adjusted tract recorded on Vol. 281, P 265. The adjusted property would not meet development standards and therefore be non-conforming
<b><u>SRC 205.055 – Property Line Adjustment Approval Criteria</u></b>	Lot 21 of Alder Brook Annex No. 1 appears to have been divided into three lots by Zoning Adjustment ADJ77-54. The proposed layout impacts the southern-most lot's access to public streets. Creating a lot (southern-most lot of ADJ77-54) without frontage would create a non-conforming lot and would not meet SRC205.055(d)(2).

	<p>The applicant has indicated that the accessway will be 60 feet in width to accommodate future street access for further division. The lots located along Welcome Way that have homes already located on them would then become double frontage lots and thus non-conforming. The creation of a public or private street, as indicated in the proposal, would create a non-conforming lot and would not meet SRC SRC205.055(d)(2).</p> <p>Adjusted Lot 22 is proposed to take access from Commercial Street SE with the vacation of Vacation Ln SE. As a Major Arterial, access will not be allowed from Commercial Street SE and with the apparent vacation of Vacation Way SE, this lot will not have access to public streets. Access from the proposed easement would exceed the maximum allowed distance for a flag lot accessway.</p>
<b>Clarification on vacation of Vacation Lane SE</b>	<p>The plan for Property Line Adjustment 3 indicates that the applicant will be vacating both the driveway and ROW located near Vacation Ln SE. Please provide a conceptual plan showing the final layout of the lots without Vacation Ln SE, including the lot lines of the divided Lot 21 of Alder Brook Annex No. 1.</p> <p>The condition of Ordinance 8-18 requires that all lot have access to a public street. The current proposal does not provide access for Adjusted Lot 22.</p>
<b>Partition or Subdivison</b>	<p>To accomplish relocation of multiple lines as proposed a partition/subdivision application would be a more efficient option.</p>

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) 540-2347 or via email at [kstraus@cityofsalem.net](mailto:kstraus@cityofsalem.net).

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

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

Sincerely,

Kirsten Straus, Planner I