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March 17, 2021

Brandie Dalton, Multi-Tech Engineering
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Westwood Home LLC
allison@westwoodhomesllc.com

RE: Subdivision and Class 2 Adjustment Applications for Cobrun Estates
(AMANDA 21-103682-LD, 21-103366-ZO & 21-103722-NR)

Ms. Dalton,

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

(1) **Neighborhood Association Contact.** You must provide a current neighborhood association contact pursuant to SRC 300.310.

(2) **Homeowners Association;** Please indicate if the subject property is or is not part of a Homeowners Association.

(3) **Approved Subdivision Name.** Please provided approved subdivision name.

(4) **Alternative Street Standards:** Proposed increase in grade, exceeding block length and reducing street width are 'Alternative Street Standard' requests. Each need to address the applicable decision criteria in SRC 803.065. The application packet addresses the increased grade as an adjustment and no findings are provided for the other two requests. The pedestrian paths will either need to meet ADA standards or be owned by a Homeowners association.

(5) **Class 1 Adjustment Criteria:** Findings provided do not address the Class 2 decision criteria and don't appear to meet the Class 1 criteria of not being applicable. There are errors regarding lot numbers and information within each document. Please correct and address Class 2 criteria and indicate how it will be equally or better suited. Additional adjustments maybe needed, see below.

The following items are not listed in SRC as specific requirements for a complete application; however, the applicant should be aware that the following have been identified as items that will be considered by the City while recommending conditions for the proposed development.

1. Lot Density: Density under SRC 514.010(c) is not being met on the RM-II zoned portion of the property. Provide Summary table for density within RM-II Zone.

2. Lot 69 is split zoned, provide evidence how lot meets both standards or more restrictive.
3. Street Standards: The 60-foot minimum width for a local street is not being met and alternative street findings have not been submitted.
4. The 12" Oak tree on Lot 43 appears to be able to be preserved.
5. The 14" Oak tree located within PUE of Lot 101 appears to be able to be preserved.
6. Alternative Street standard to meander sidewalk o preserve 32" Oak tree along strong is suggested.
7. The 20" Oak Tree on Lot 132 appears to be able to be preserved.
8. Provide a key for the color coding of Oak Trees on site.
9. The application is subject to the new stormwater requirements of SRC Chapter 71 (Ordinance 8-20) which took effect in October 2020. The submitted preliminary stormwater report does not meet the new requirements. The applicant is required to either set aside 10 percent of the total new plus replaced impervious surface area for GSI facilities or submit a preliminary stormwater report that meets the current requirements of SRC Chapter 71 and PWDS.

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 August 17, 2021 (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 odias@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
Current Planning Manager

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