



COMMUNITY DEVELOPMENT DEPARTMENT

555 Liberty St. SE / Room 305 • Salem, OR 97301-3503 • (503) 588-6173 • (503) TTY 588-6353 • (503) Fax 588-6005

June 8, 2021

MaPS Credit Union (Traci Kendall)  
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John Shirley  
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RE: Deadline – Case No. DR-SPR-ADJ19-05

Our records show that you received a Class 3 Design Review / Class 3 Site Plan Review / Class 2 Adjustment, Case No. DR-SPR-ADJ-DAP19-04 approval nearly two years ago for a proposed development at 465 Division Street NE, Salem, Oregon.

Case Number:	<b>DR-SPR-ADJ19-05</b>
Effective Date:	<b>August 10, 2019</b>
Design Review Approval Expires On:	<b>August 10, 2021</b>
Adjustment Approval Expires On:	<b>August 10, 2021</b>
Class 3 Site Plan Review Approval Expires On:	<b>August 10, 2023</b>

Where the decision involves work for which a building permit is required, no exercise of the rights granted under the land use action shall be deemed to have commenced until a building permit has been issued. Unless otherwise extended, the approval of the land use actions shall automatically expire if the approval has expired as set forth in Table 300-3, and all required building permits issued for the land use action have expired.

We are informing you of the expiration dates because the building permits (19-118519-BP & 20-105223-BP) have been issued but have not been finalized. The building permits will expire February 4, 2022 for the building and March 17, 2022 for the trash enclosure.

You may request a two-year extension to August 10, 2023 for the Class 3 Design Review and Class 2 Adjustment approvals; the Class 3 Site Plan Review approval is valid until August 10, 2023 and may not be extended. The extension request for the Class 3 Design Review and Class 2 Adjustment must be filed prior to the expiration dates of the building permits.

Please see the link to the land use approval extension request application at the bottom of this page:  
<https://www.cityofsalem.net/Pages/land-use-applications.aspx>



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Please see Salem Revised Code 300.850 for additional information on expirations and extensions. Any questions concerning this matter should be directed to me at 503-540-2309.

A handwritten signature in blue ink, appearing to read "Pamela Cole", is written in a cursive style.

Pamela Cole, Planner II

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