



Planning Division * 503-588-6173
555 Liberty St. SE / Room 305 * Salem, OR 97301-3503 * Fax 503-588-6005

June 25, 2021

CLASS 2 ADJUSTMENT REVIEW / COMPLETENESS CHECKLIST

Subject Property: 2960, 3000, and 3010 Lansing Avenue NE - 97301
Ref#: 21-111539-ZO

Leonard Lodder
275 Court St NE
Salem, OR 97301

leonard@studio3architecture.com

Capital Baptist Church
3000 Lansing Ave NE
Salem, OR 97301

bakkerm39@msn.com

A Class 2 Adjustment was received on June 22, 2020. Prior to deeming the application complete, modifications and/or additional information must be provided to address the following item(s):

Item:	
Approval Criteria Statement	A written statement addressing each applicable approval criteria and standard is required. Please provide the following: 1. A written statement addressing the applicable criteria for a Class 2 Adjustment: SRC250.005(d)(2)

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; or
- (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) 540-2311 or via email at sjlong@cityofsalem.net. The Salem Revised Code may be accessed by clicking [HERE](#).

Sincerely,

Sally Long, Planner I