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August 12, 2021

PLANNING REVIEW CHECKLIST

Subject Property: 4540 Pringle Road SE
Ref#: 21-113071-LD (Subdivision)

Applicant: Martin Kehoe
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Portland, OR 97219
Phone:
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Contact: Ron Hankins, PE
Emerio Design, LLC
2677 Wilakenzie Road, Suite 1A
Eugene, OR 97401
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A consolidated application for a Phased Subdivision Tentative Plan was received on July 14, 2021 for property located at 4540 Pringle Road SE.

The following information is required for staff to deem the application complete.

| Item: | |
|---|--|
| Title Report – SRC 205.030(b) | A current title report shall be included in the submittal. The applicant shall provide a current title report(s) for the subject property, the report provided is dated April 5, 2019. |
| Tentative Plan Requirements – SRC 205.030(a) | The tentative plan is missing the following items: <ol style="list-style-type: none">1. The boundaries, dimensions, and area of each proposed lot or parcel.2. A complete tree inventory on a form as provided by the Director and, if required under SRC Chapter 808 a tree conservation plan. Per Chapter 808, to meet the definition of tree, a tree needs to have a diameter at breast height of 10 inches or more. Please remove trees identified on the inventory with a diameter less than 10 inches from the tree preservation count.3. A statement from the County Surveyor approving the name of the subdivision or phased subdivision.4. An expedited land division application form, explaining the applicant's ability under state law to request an expedited land division process, is required to be complete indicating whether an |



**Community Development
Planning Division**

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| | |
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| | <p>expedited land division processes is being requested for this application.</p> <ol style="list-style-type: none">5. Width of all existing streets and public accessways abutting the perimeter of the subject property.6. The width and curve radius of all proposed streets, flag lot accessways, and public accessways.7. The dimensions and use of any existing buildings and structures on the subject property.8. Names and addresses of the landowner shown on the face of the tentative plan. Owner listed (Kehoe Northwest Properties) does not currently own the subject properties according to deed submitted and County Assessor records. The application form is required to be signed by the property owner. |
| Property Date of Creation | <p>The city is unable to determine the date of creation of the subject properties based on the information provided.</p> <p>The vesting deed submitted describes two discrete units of land. Parcel 1 appears to consist of portions of Lots 6-9, Pringle Fruit Tracts Recorded in 1913. Parcel 2 appears to consist of portions of Lots 6 and 9, Pringle Fruit Tracts Recorded in 1913.</p> <p>Additional deed research will need to be prepared by the project surveyor to determine if each of the above described Parcels were lawfully established.</p> <p>Except changes in the right-of-way, Parcel 1 will need to have been created in its current configuration prior to January 1, 1968 to be considered lawfully established.</p> <p>Except changes in the right-of-way, Parcel 2 will need to have been created in its current configuration prior to October 22, 1979 to be considered lawfully established.</p> |

The following items are not listed in the SRC as specific requirements for a complete application; however, the applicant should be aware that after review of the application materials the following deficiencies have been identified which could result in a recommendation for denial of the application if not properly addressed.

| Item: | |
|-------------------------|---|
| General Comments | <ol style="list-style-type: none"> 1. Street spacing. The proposed phased subdivision tentative plan does not comply with SRC 803.030(a) which provides streets shall have a maximum spacing of 600 feet from right-of-way line to right-of-way line along one axis, and not less than 120 feet and not more than 400 feet from right-of-way line to right-of-way line along the other axis. 2. Street connectivity. The proposed phased subdivision tentative plan does not comply with SRC 803.035(a) which provides in part that local streets shall be extended to adjoining undeveloped properties for eventual connection with the existing street system. Connections to existing or planned streets and adjoining undeveloped properties for eventual connection with the existing street system shall be provided at no greater than 600-foot intervals. 3. Street alignment and grade. The proposed phased subdivision tentative plan does not comply with SRC 803.035(c) which provides in part that no grade of a collector street shall exceed eight percent and no grade of a local street shall exceed 12 percent. <p style="margin-left: 40px;">Street grade exceptions are processed as alternative street standards subject to SRC 803.065. Based on feedback from the Fire Department and Traffic Engineers, there is support for the 18 percent grade proposed on 12th Street. If the applicant chooses to request alternative street standards, please provide findings in support of the request.</p> <ol style="list-style-type: none"> 4. The proposed phased subdivision tentative plan results in the removal of six significant trees which does not comply with SRC 808.015 which provides that no person shall remove a significant tree. |



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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) 540-2356 or via email at apanko@cityofsalem.net. The Salem Revised Code may be accessed by clicking [HERE](#).

Sincerely,

Aaron Panko, Planner III