

Planning/Permit Application Center

City Hall / 555 Liberty St. SE / Room 320 / Salem, OR 97301-3513

503-588-6173 * planning@cityofsalem.net

If you need the following translated in Spanish, please call 503-588-6256.

Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

Application type

Please describe the type of land use action requested:

Two Adjutments (Class 2)

(For office use only)

Permit #:

Work site location and information

Street address or location of subject property	MARKET STREET NE AND AGUILAS COURT NE
Total size of subject property	Varies - Please see PLA applications
Assessor tax lot numbers	072W19AC / 1500, 1600, 1701
Existing use structures and/or other improvements on site	Vacant
Zoning	RS
Comprehensive Plan Designation	SF
Project description	Future United Way Cottage Housing

People information

	Name	Full Mailing Address	Phone Number and Email address
Applicant	United Way	455 Bliler Ave NE, Salem, OR 97301	503-363-1651
Agent	BRAND Land Use, LLC	12150 Jefferson Hwy 99E SE, Jefferson 97352	503-680-0949 britany@brandlanduse.com
Paid By	United Way	455 Bliler Ave NE, Salem, OR 97301	503-363-1651

Project information

Project Valuation for Site Plan Review	
Neighborhood Association	FLNA
Have you contacted the Neighborhood Association?	☒ Yes ☐ No
Date Neighborhood Association contacted	
Describe contact with the affected Neighborhood Association (The City of Salem recognizes, values, and supports the involvement of residents in land use decisions affecting neighborhoods across the city and strongly encourages anyone requesting approval for any land use proposal to contact the affected neighborhood association(s) as early in the process as possible.)	United Way has presented at the ELNA meeting twice and has incorporated their suggestions into the design.
Have you contacted Salem-Kelzer Transit? planning@cherriots.org	☐ Yes ☒ No
Date Salem-Kelzer Transit contacted	
Describe contact with Salem-Kelzer Transit	
Type the name and address of the Homeowners Association (If none, type "N/A".)	NA

Authorization by property owner(s)/applicant

***If the applicant and/or property owner is a Limited Liability Company (LLC), please also provide a list of all members of the LLC with your application.**

Copyright release for government entities: I hereby grant permission to the City of Salem to copy, in whole or part, drawings and all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities.

Authorizations: Property owners and contract purchasers are required to authorize the filing of this application and must sign below.

- All signatures represent that they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
- I (we) hereby grant consent to the City of Salem and its officers, agents, employees, and/or independent contractors to enter the property identified above to conduct any and all inspections that are considered appropriate by the City to process this application.
- I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property:

Electronic signature certification: By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form.

Authorized Signature: 

Print Name: Rhonda Wolf, United Way CEO **Date:** 3-15-2022

Address (include ZIP): 455 Blifer Ave NE, Salem, OR 97301

Authorized Signature: 

Print Name: Kristin Retherfod **Date:** March 22, 2022

Address (include ZIP): 555 Liberty St SE, Rm 220, Salem OR 97301

(For office use only)		
Received by	Date:	Receipt Number:

Not using Internet Explorer?

Save the file to your computer and email to planning@cityofsalem.net.

Planning/Permit Application Center

City Hall / 555 Liberty St. SE / Room 320 / Salem, OR 97301-3513

503-588-6173 * planning@cityofsalem.net

If you need the following translated in Spanish, please call 503-588-6256.

Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

Application type

Please describe the type of land use action requested:

Two Adjutments (Class 2)

(For office use only)
Permit #:

Work site location and information

Street address or location of subject property	MARKET STREET NE AND AGUILAS COURT NE
Total size of subject property	Varies - Please see PLA applications
Assessor tax lot numbers	072W19AC / 1500, 1600
Existing use structures and/or other improvements on site	Vacant
Zoning	RS
Comprehensive Plan Designation	SF
Project description	Future United Way Cottage Housing

People information

	Name	Full Mailing Address	Phone Number and Email address
Applicant	United Way	455 Bliler Ave NE, Salem, OR 97301	503-363-1651
Agent	BRAND Land Use, LLC	12150 Jefferson Hwy 99E SE, Jefferson 97352	503-680-0949 britany@brandlanduse.com
Paid By	United Way	455 Bliler Ave NE, Salem, OR 97301	503-363-1651

Project information

Project Valuation for Site Plan Review	
Neighborhood Association	FLNA
Have you contacted the Neighborhood Association?	☒ Yes ☐ No
Date Neighborhood Association contacted	
Describe contact with the affected Neighborhood Association (The City of Salem recognizes, values, and supports the involvement of residents in land use decisions affecting neighborhoods across the city and strongly encourages anyone requesting approval for any land use proposal to contact the affected neighborhood association(s) as early in the process as possible.)	United Way has presented at the ELNA meeting twice and has incorporated their suggestions into the design.
Have you contacted Salem-Kelzer Transit? planning@cherriots.org	☐ Yes ☒ No
Date Salem-Kelzer Transit contacted	
Describe contact with Salem-Kelzer Transit	
Type the name and address of the Homeowners Association (If none, type "N/A".)	NA

Authorization by property owner(s)/applicant

***If the applicant and/or property owner is a Limited Liability Company (LLC), please also provide a list of all members of the LLC with your application.**

Copyright release for government entities: I hereby grant permission to the City of Salem to copy, in whole or part, drawings and all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities.

Authorizations: Property owners and contract purchasers are required to authorize the filing of this application and must sign below.

- All signatures represent that they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
- I (we) hereby grant consent to the City of Salem and its officers, agents, employees, and/or independent contractors to enter the property identified above to conduct any and all inspections that are considered appropriate by the City to process this application.
- I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property:

Electronic signature certification: By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form.

Authorized Signature: 

Print Name: Rhonda Wolf, United Way CEO

Date: 3-15-2022

Address (include ZIP): 455 Bliler Ave NE, Salem, OR 97301

Authorized Signature: 

Print Name: Kristin Retherford, Interim City Manager

Date: March 22, 2022

Address (include ZIP): 555 Liberty St SE, Rm 220, Salem OR 97301

(For office use only)		
Received by	Date:	Receipt Number:

Not using Internet Explorer?

Save the file to your computer and email to planning@cityofsalem.net.

Planning/Permit Application Center

City Hall / 555 Liberty St. SE / Room 320 / Salem, OR 97301-3513

503-588-6173 * planning@cityofsalem.net

If you need the following translated in Spanish, please call 503-588-6256.

Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

Application type

Please describe the type of land use action requested:

Two Adjutments (Class 2)

(For office use only)
Permit #:

Work site location and information

Street address or location of subject property	MARKET STREET NE AND AGUILAS COURT NE
Total size of subject property	Varies - Please see PLA applications
Assessor tax lot numbers	072W19AC / 2200
Existing use structures and/or other improvements on site	Vacant
Zoning	RS
Comprehensive Plan Designation	SF
Project description	Future United Way Cottage Housing

People information

	Name	Full Mailing Address	Phone Number and Email address
Applicant	United Way	455 Bliler Ave NE, Salem, OR 97301	503-363-1651
Agent	BRAND Land Use, LLC	12150 Jefferson Hwy 99E SE, Jefferson 97352	503-680-0949 britany@brandlanduse.com
Paid By	United Way	455 Bliler Ave NE, Salem, OR 97301	503-363-1651

Project information

Project Valuation for Site Plan Review	
Neighborhood Association	FLNA
Have you contacted the Neighborhood Association?	☒ Yes ☐ No
Date Neighborhood Association contacted	
Describe contact with the affected Neighborhood Association (The City of Salem recognizes, values, and supports the involvement of residents in land use decisions affecting neighborhoods across the city and strongly encourages anyone requesting approval for any land use proposal to contact the affected neighborhood association(s) as early in the process as possible.)	United Way has presented at the ELNA meeting twice and has incorporated their suggestions into the design.
Have you contacted Salem-Kelzer Transit? planning@cherriots.org	☐ Yes ☒ No
Date Salem-Kelzer Transit contacted	
Describe contact with Salem-Kelzer Transit	
Type the name and address of the Homeowners Association (If none, type "N/A".)	NA

Authorization by property owner(s)/applicant

***If the applicant and/or property owner is a Limited Liability Company (LLC), please also provide a list of all members of the LLC with your application.**

Copyright release for government entities: I hereby grant permission to the City of Salem to copy, in whole or part, drawings and all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities.

Authorizations: Property owners and contract purchasers are required to authorize the filing of this application and must sign below.

- All signatures represent that they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
- I (we) hereby grant consent to the City of Salem and its officers, agents, employees, and/or independent contractors to enter the property identified above to conduct any and all inspections that are considered appropriate by the City to process this application.
- I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property:

Electronic signature certification: By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form.

Authorized Signature:  _____

Print Name: Rhonda Wolf, United Way CEO _____ **Date:** 3-15-2022 _____

Address (include ZIP): 455 Blifer Ave NE, Salem, OR 97301 _____

Authorized Signature:  _____

Print Name: Kristin Retherford, Interim City Manager _____ **Date:** March 22, 2022 _____

Address (include ZIP): 555 Liberty St SE, Rm 220, Salem OR 97301 _____

(For office use only)		
Received by	Date:	Receipt Number:

Not using Internet Explorer?

Save the file to your computer and email to planning@cityofsalem.net.