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4/21/2022

Corrected 4/28/2022

## PLANNING REVIEW CHECKLIST

**Subject Property:** 900 Court St NE

**Ref#:** 22-106467-RP

**Applicant:** Chris Habel, OPRD, [chris.havel@opr.oregon.gov](mailto:chris.havel@opr.oregon.gov)  
Steve Bates

**Contact:** Mike Abbate, Abbate Design  
[mike@abbatedesigns.com](mailto:mike@abbatedesigns.com)  
Ben Johnson  
[benj@greenworkspc.com](mailto:benj@greenworkspc.com)

Class 2 Site Plan Review application was received on March 25, 2022. Prior to deeming your applications complete, modifications and/or additional information must be provided to address the following item(s):

Item:	
<b><u>Land Use Application</u></b>	Application must be signed by the property owner or please provide verification that you are able to sign on their behalf.
<b><u>Site Plan Review Requirements (SRC Ch. 220)</u></b>	220(e)(1)(E) requires elevations for proposed improvements.
<b><u>PA Zoning (SRC Ch. 540)</u></b>	Table 540-5, Lot Coverage and Height <ul style="list-style-type: none"><li>- Not enough information to confirm compliance with lot coverage for development site.</li><li>- Not enough information to confirm compliance with height limitation for zone.</li></ul> 540.010 (d) Landscaping (see also comment below for Chapter 807) <ul style="list-style-type: none"><li>- Not enough information to ensure compliance with landscaping requirements for development site. Required setbacks are to be landscaped per 807.</li></ul>

<p><b><u>Fence/Walls (SRC800.050)</u></b></p>	<p>Not enough information to verify compliance with this section:</p> <p>(B)Nonresidential zones. Except for fences and walls on property used for uses falling under household living, fences and walls within nonresidential zones shall not exceed a maximum height of 12 feet; provided, however:</p> <p>(i)Front, side, and rear yards abutting street. Fences and walls within a front, side, or rear yard abutting a street shall not exceed a maximum height of eight feet when located within ten feet of a property line abutting a street; provided, however, any portion of the fence or wall above 30 inches in height shall be less than 25 percent opaque when viewed at any angle at a point 25 feet away from the fence or wall.</p>
<p><b><u>Landscaping (SRC 807)</u></b></p>	<p>807.015(d)</p> <p><i>Tree replanting requirements.</i> In addition to the landscaping required under this chapter, when existing trees, as defined under SRC <a href="#">chapter 808</a>, are proposed for removal from within required setbacks or from a development site, replanting shall be required as provided in this subsection. The provisions of this subsection do not apply to lots used for single family uses, two family uses, three family uses, four family uses, or cottage clusters.</p> <p><i>Several trees appear to be proposed for removal from the required setbacks (min 20 feet for property lines adjacent to the street). <b>Please provide replanting/landscaping plan.</b></i></p> <p>(1) <i>Removal of trees within required setbacks.</i> When an existing tree or trees, as defined under SRC <a href="#">chapter 808</a>, within a required setback are proposed for removal, two new trees shall be planted for each tree removed. Replanted trees shall be of either a shade or evergreen variety with a minimum 1.5 inch caliper.</p>
<p><b><u>Preservation of Trees and Vegetation (SRC 808)</u></b></p>	<p>Not enough information to verify compliance with SRC 808.046(a)(3)(A). It appears that more than 30% of the critical root zones of several significant trees are being affected by the proposal.</p>
<p><b><u>Sign Code (SRC 900)</u></b></p>	<p>The minimum setback for a freestanding sign is 3 ft.; it appears there are only 2 feet provided between the southern property line and the proposed art piece.</p>

<b><u>Additional Land Use Actions Required</u></b>	<ol style="list-style-type: none"><li>1. Sign variance required for additional freestanding signs/art visible from the ROW. This can not be consolidated with other Land Use Action.<ol style="list-style-type: none"><li>a. An alternative option: Contact Heather Dimke with the Salem Art Commission. A proposal in front the art commission may allow Art that is accepted into the Public Art Commission to be exempted from sign permit requirements. 503-588-6063 x7389 or <a href="mailto:hdimke@cityofsalem.net">hdimke@cityofsalem.net</a>.</li></ol></li><li>2. There are several standards where you could potentially ask for an adjustment rather than meeting the standard, as this is a unique site. Any requested adjustments would require the resubmittal of this application as a Class 3 Site Plan Review as it would no longer be approvable as a Class 2.</li></ol>
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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.**

Public Works has completed a preliminary "Completeness" review of the application submitted for the above-mentioned project. No further items are required by Public Works in order to deem the application complete.

For questions regarding the above requirements, feel free to contact me directly by calling (503) 540-2347 or via email at [kstraus@cityofsalem.net](mailto:kstraus@cityofsalem.net).

**The Salem Revised Code may be accessed online at the following location:**

<https://www.cityofsalem.net/Pages/salem-revised-code.aspx>