



555 Liberty Street SE / Room 305 • Salem OR 97301-3503 • Phone 503-588-6213 • Fax 503-588-6005
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May 27, 2022

PLANNING REVIEW CHECKLIST

Subject Property: 1320 Orchard Heights Road NW

Ref#: 22-109523-LD (PUD Final Plan Modification)
22-109523-LD (Tentative Partition)

Applicant: Steve Waldron

Salem Housing Authority
360 Church Street SE
Salem OR 97301-3707

Phone:

Email: swaldron@salemhousingor.com

Contact: Daisy Goebel
AKS Engineering & Forestry
3700 River Road N, Suite 1
Keizer, OR 97303

Phone: (503) 400-6028

Email: goebeld@aks-eng.com

A consolidated application for a Planned Unit Development – Final Plan Modification and Tentative Partition was received on May 4, 2022, for property located at 1320 Orchard Heights Road NW.

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

Item:	
Partition Tentative Plan	<p>The subject property appears to consist of two discrete units of land described as Parcels 1 and 2 of BOR 40, Page 68, recorded 1975.</p> <p>Partition means dividing land to create not more than three parcels of land within a calendar year. Because the application does not propose to divide any units of land, by definition a partition application cannot be used to achieve this result.</p> <p>A property line adjustment is required to relocate or eliminate all or a portion of a common property line between two abutting units of land that were lawfully established.</p> <p>Please withdraw the application for a Tentative Partition and submit a Property Line Adjustment application.</p>



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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