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March 9, 2022

PLANNING REVIEW CHECKLIST



Subject Property: 2035 Wayside Terrace NE


Ref#: 22-102833-RP (Class 3 Site Plan Review)
22-102834-ZO (Class 2 Driveway Approach Permit)

Applicant: Paul Lascola on behalf of Chris Cuevas
therighthomesolution@gmail.com



Contact: Peter Lyle Strauhal
pstraahal@gmail.com

The above referenced applications were officially received on February 8, 2022. Prior to deeming your applications complete, modifications and/or additional information must be provided to address the following item(s):

Item:	
<u>Submittal Requirements</u>	A checklist of all required application materials for a Class 3 Site Plan Review application can be found here: https://www.cityofsalem.net/CityDocuments/site-plan-review-class-3-application-packet.pdf
Written Statement 	Please provide a written statement addressing all applicable criteria for the development, including Class 3 Site Plan Review criteria under SRC 220.005(f)(3) and Class 2 Driveway Approach Permit criteria under SRC 804.025(d).
<u>Site Plan Review Items</u>	
Pedestrian Access OK - will condition project to meet design standards	Please indicate on the plans where pedestrian connections are provided meeting the standards under SRC 800.065.
Solid Waste Service Area  Enclosure does not meet pad area, separation, screening, gate or vehicle access standards.	Please provide dimensions and design details for the proposed trash enclosure that illustrates compliance with the standards set forth in SRC 800.055, as well as SRC 550.015(a)(6).

Riparian Corridor & Landscaping <p style="color: green;">OK - but it is not clear if any trees are proposed for removal. Project may be conditioned to retain all trees & protect critical root zone during construction if not addressed now in the completeness process.</p>	<p>Please provide an Existing Conditions plan of all the landscaping currently on site, including species and size (DBH) of all trees. Please be aware that the building is proposed within the riparian corridor, which is 50 feet from top of bank on each side of the creek. As such, the riparian vegetation needs to be evaluated for compliance with SRC 808.030 and SRC 808.055</p> <p>Please note: A complete landscape plan will be required at the time of building permit review, which shall include the following:</p> <ul style="list-style-type: none"> • Plant unit count, distribution, and density • Diameter at Breast height (DBH) and species for each tree
Second Driveway 	<p>There appears to be a second driveway leading to the building, which is not connected to the paved road. Please revise the plans to indicate a driveway leading to shop through an approved access route.</p>
<u>Items of Concern:</u>	*Failure to address issues could result in denial of the application
Public Works Comments	<p>Please see Public Works completeness review comments below. The applicant may contact Laurel Christian in Public Works Development Services at 503-588-6211 with any questions.</p>

Public Works has completed a preliminary "Completeness" review of the application submitted for the above-mentioned project. The following items have been identified as required material to be provided by the applicant prior to accepting the application as "Complete":

-  Pursuant to SRC 220.005(e)(1)(B)(iii) show the floodway on the site plan.
-  Provide an updated preliminary utility plan pursuant to SRC 205.030(f), showing a schematic location of connection points to existing municipal water and sewer services. The architectural site plan appears to depict water, sewer, and storm mains that do not exist. The nearest available water and sewer mains are located approximately 100-feet east of the subject property. Due to topographic constraints, gravity fed sewer is not available to serve the subject property. The



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applicant is advised to consult with a plumbing contractor to discuss options for a pumped sewer system.

- ✓ 3. City records show the proposed development may be located in a moderate landslide hazard risk area. Under the current Class 3 Site Plan Review application, the applicant is required to submit one of the following:
- Submit a geological assessment as required by SRC 220.005(b)(3)(B) and pursuant to SRC Chapter 810; or
 - Submit a certification from an engineering geologist or a geotechnical engineer that landslide risk on the site is low, and that there is no need for further landslide risk assessment pursuant to SRC 220.005(e)(2)(H).

The following items are not listed in SRC as specific requirements for a complete application, however the applicant should be aware that the following have been identified as items that will be considered by the Public Works Department while recommending conditions for the proposed development.

- Pursuant to Public Works Design Standards 1.8(d), the application is subject to open channel drainage easements to be dedicated along the creek, allowing for access and maintenance. The easement width shall be either 15-feet from the channel centerline, or 10-feet from the top of the recognized bank, whichever is greatest. The applicant is advised to show the required easement on the site plan.
- Wayside Terrace NE was resurfaced in 2019 and is subject to the City's 5-year no cut policy if connections to City utilities are proposed. This policy, outlined in PWDS, states that any open cut of streets that have been resurfaced or reconstructed during the past five years are prohibited, unless approved via the Design Exception process. Exception approval will require more rigorous street and trench repair measures to ensure integrity of newly paved streets.

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.



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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) 540-2328 or via email at jdonaldson@cityofsalem.net.

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

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

Sincerely,

Jamie Donaldson, Planner II