



Land Use Application
Permit #: 23 103081 00 PLN

Planning/Permit Application Center

City Hall

555 Liberty St. SE, Room 320

Salem OR 97301-3513

503-588-6213 **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.

Project Description

Site Plan Review, Class 3

Class 3 Site Plan Review

Work site location and information

Street address of or location of subject property	155 COTTAGE ST NE SALEM OR 97301
Size of property (acres)	2.65
Tax Lot Number	073W27AA02300
Neighborhood Association	Central Area Neighborhood Development Organization (CANDO)

People information

Applicant	SERA ARCHITECTS INC	600 SW 10TH AV STE 500 PORTLAND OR 97205	503-445-7384 nicoleh@seradesign.com
Owner	STATE OF OREGON - DAS	1225 FERRY ST SE 100 SALEM OR 97301	971-378-5273 pcm.invoices@oregon.gov
Contact	SERA ARCHITECTS INC	600 SW 10TH AV STE 500 PORTLAND OR 97205	503-445-7384 nicoleh@seradesign.com

Project information

Total Project Valuation	\$ 45,000,000.00
Site Area (Acreage)	2.65
Comprehensive Plan	CSG - Community Service Government
Zoning	PS - Public Service, General Retail/Office Overlay
Type of Plan Check	Commercial/Industrial
MS4 Reporting	Yes
Existing use structures and/or other improvements on site	Full building renovation and seismic upgrades of the Executive Building including upgrades to site accessibility and building service access. Renovation scope will not include the existing parking structure beyond replacing the existing vehicle garage doors, installing (2) new dual head EV chargers, and adding required bicycle parking.
Neighborhood Association Contact	6/23/2022 - Email via attached Memo of project proposal including a preliminary site plan
Salem-Keizer Transit Contact	6/13/2022 - Email correspondence via attached copy of communication
Homeowners Association	N/A

Land Use fees

Description	Amount
Site Plan Review	\$43,620.00
Automation Surcharge	\$5.00
Total Fees	\$43,625.00

Terms and Conditions

Correct information: I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

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.

Indemnity: I, the permit applicant, shall indemnify, defend and hold harmless the City of Salem, its officers, employees and agents from any and all claims arising out of or in connection with work done under this permit.

Authorizations

- Property owners and contract purchasers are required to authorize the filing of this application and must sign below. This signed form must be upload with other review documents.
- 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.
- 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.

This application was electronically submitted to the City of Salem Permit Application Center by **SERA ARCHITECTS INC** (PersonID: 377556) on **January 31, 2023** at **2:36 PM**.

I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property:

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I (we) certify that I (we) have read, understood, and confirm all the statements listed above and throughout the application form.

Authorized Signature: _____

Printed Name: _____ **Date:** _____

Address (include ZIP): _____

Authorized Signature: _____

Printed Name: _____ **Date:** _____

Address (include ZIP): _____

Authorized Signature: _____

Printed Name: _____ **Date:** _____

Address (include ZIP): _____

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