



555 Liberty Street SE / Room 305 • Salem OR 97301-3503 • Phone 503-588-6213 • Fax 503-588-6025
www.cityofsalem.net/planning • www.cityofsalem.net

March 15, 2023

PLANNING REVIEW CHECKLIST

Subject Property: 4151 Gardner Road SE

Ref#: 23-103036-PLN/ 23-103478-PLN

Applicant: Karl Goertzen kdgoertz1@outlook.com

A Partition and Tree Conservation Plan application(s) was received on January 31, 2023. Prior to deeming your applications complete, modifications and/or additional information must be provided to address the following item(s):

Item:	
Lot Legality - Chain of Title	Survey is unable to determine lot legality with the documents submitted. The applicant shall provide evidence that the subject property is lawfully established with a Chain-of-Title showing the subject property(s) to be in the same configuration today as it was prior to January 1st, 1968.
Stormwater Management	Pursuant to SRC 205.030(e), the applicant shall provide, "A description of the proposed stormwater management system, including pre and post construction conditions, prepared in accordance with the Public Works Design Standards." The applicant submitted a stormwater description on the tentative plan that references 71.085 "requirements for single-family residential projects", however this project is subject to 71.080 "requirements for land divisions" and GSI is required. The applicant should be aware that there are no public storm mains available to serve the property. An engineered design will likely be required for on-site discharge with overflow location identified.
TCP – Site Plan	Please adjust the TCP Site Plan to include the following information: <ul style="list-style-type: none">- Provide written findings for the Significant Tree proposed for removal and identify 'No Reasonable



555 Liberty Street SE / Room 305 • Salem OR 97301-3503 • Phone 503-588-6213 • Fax 503-588-6025
www.cityofsalem.net/planning • www.cityofsalem.net

	<p>Design Alternatives' that would enable preservation. This includes different driveway locations, smaller driveways, possible easements, etc.</p> <ul style="list-style-type: none">- No information on what tree is in poor health nor arborist report provided detailing the health of the tree.
--	--

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) 540-2343 or via email at odias@cityofsalem.net.

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

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

Sincerely,

Olivia Dias
Current Planning Manager