



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

July 10, 2023

PLANNING REVIEW CHECKLIST

Subject Property: 848 Mildred Ln SE

Ref#: 23-110200-PLN

Applicant: John and Megan Osborn
zardoz-ore@comcast.net
(503) 910-8623

Gerald Horner
Jer.willengr@juno.com
(503) 304-0905

RESPONSES IN RED ARE
BY GERALD HORNER

Gerald Horner
7/17/2023

Partition application was received on May 19, 2023. Prior to deeming your applications complete, modifications and/or additional information must be provided to address the following item(s):

Information requested	
A SPACE FOR A WATER QUALITY POND IS PROVIDED. IT IS SHOWN ON PLANS C44C5.	→ 1) Stormwater: 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."
UPDATED CHAIN OF TITLE HAS BEEN UPLOADED.	→ 2) Chain of Title: Survey has reviewed the information submitted and is not able to determine lot legality. The applicant shall provide evidence that the subject properties were lawfully established.
DEEDS HAVE BEEN UPLOADED.	→ a. Depending on when tax lots 1200, 1400, and 1600 were separated from the Smoketree Subdivision, these could be unlawful units of land.
DEEDS HAVE BEEN UPLOADED FOR SALEM REVIEW	→ b. If Reel 630, Page 302, recorded in 1988, is the first consolidated description of TL 601, 701, 1200, 1400 and 1600, all of these units of land would be unlawfully consolidated without a land use action and a validation will be required first before partitioning.

CITY OF *Salem*
AT YOUR SERVICE
Community Development
Planning Division

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>UPDATED TITLE REPORT HAS BEEN UPLOADED</p> <p>GRADING FOR WEST ACCESS TO PARCEL 1 HAS BEEN ADDED TO SHEET C3.</p> <p>PARCEL 3 HAS BEEN ELIMINATED AND ALL PLANS HAVE BEEN UPDATED</p>	<p>3) Title report: Provide a preliminary title report pursuant to SRC 205.030(b). The title report is dated February 15th and is considered expired.</p> <p>4) Grading Plan: A preliminary grading plan for partitions is required when grading of the subject property will be necessary to accommodate the proposed development [SRC 205.030(g)].</p> <p>a. Portions of the proposed "Access Easement to Parcel 1" and "Utility and Access Easement to Parcels 1 & 3" has a 22 percent cross slope. It is not clear if a driveway to serve proposed Parcel 2 can feasibly be constructed within this easement.</p> <p>5) Existing Building on Proposed Parcel 3: The existing shop building on the proposed Parcel 3 would need to be removed or kept on the same parcel as the existing house. The shop is considered an accessory structure to the main use (the single-family residence) and cannot stand alone on its own parcel. Please revise plans to reflect either option.</p>
--	--

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.

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

<https://www.cityofsalem.net/government/laws-rules/salem-revised-code>

For questions regarding the above requirements, feel free to contact me directly.
Sincerely,