

From: Jacob Brown
Sent: Wednesday, August 16, 2023 8:20 AM
To: rjp@rktect.com
Subject: 23-116400-PLN, 395 Market Street NE- Incomplete

Good Morning Ronald,

Upon initial review of your application for a **Class 1 Site Plan Review** for the subject address, Case No. **23-116400-PLN**, additional information is required prior to deeming your application complete:

- Per Salem Revised Code (SRC) [806.045](#) (a) (2), bicycle parking is required to be provided with each change of use or activity. SRC [806.055 \(a\) Table 806-8](#) requires the new Day Care use to provide a minimum of four (4) bicycle parking spaces that meet the development standards in SRC [806.060](#). Please upload a site plan indicating the location for any existing/proposed bicycle spaces with details on the proposed type and design of bicycle parking to be installed.

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.

Thank you,
Jacob Brown, (he/him)
Planner I

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Questions on Zoning and Sign Permits can be submitted by email to Planning@cityofsalem.net