

From: Lydia Keller
Sent: Friday, September 15, 2023 9:27 AM
To: 'windriverhms@gmail.com'
Subject: Information Request - 6731 Devon Avenue SE
Attachments: [LUA.pdf](#)

Good Morning,

Upon initial review of your application for a **Tree Conservation Plan Adjustment** for the subject address, Case No. **23-118455-PLN**, additional information is required prior to deeming your application complete:

- A Site Plan:
 - The total site area, dimensions, and orientation relative to north; and
 - Identification of the type, size, and location of those trees proposed for removal under the tree conservation plan adjustment.
- Sign the third page of the Land Use Application (see the attachment)

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,

Lydia Keller (she/they)

Planner I

City of Salem | Community Development Department

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Due to limited staffing, the Planner's Desk has new temporary hours: 10am-4pm Monday-Friday
Questions on Zoning and Sign Permits can also be submitted by email to Planning@cityofsalem.net