



# NOTICE of FILING

## LAND USE REQUEST AFFECTING THIS AREA

*There is a development proposal for the property listed in this notice and shown on the attached map. The City is seeking input from neighbors on the proposal. If you have questions or comments about the proposal, contact the case manager.*

*Esta carta es un aviso sobre una propuesta de desarrollo para la propiedad enumerada y que se muestra en el mapa adjunto. La ciudad está buscando la opinión de los vecinos sobre la propuesta. Si tiene preguntas o comentarios sobre la propuesta, póngase en contacto con nosotros al 503-588-6213.*

<b>CASE NUMBER:</b>	Subdivision Tentative Plan / Class 2 Adjustment Case No. SUB-ADJ24-01
<b>PROPERTY LOCATION:</b>	4500 Mill Creek Drive SE, Salem OR 97317
<b>NOTICE MAILING DATE:</b>	March 14, 2024
<b>PROPOSAL SUMMARY:</b>	An application for a five-lot subdivision.
<b>COMMENT PERIOD:</b>	<b>All written comments must be submitted to City Staff no later than <u>5:00 p.m., Thursday, March 28, 2024</u>. Please direct any questions and/or comments to the Case Manager listed below. Comments received after the close of the comment period will not be considered. Note: Comments submitted are <u>public record</u>. This includes any personal information provided in your comment such as name, email, physical address and phone number.</b>
<b>CASE MANAGER:</b>	<b>Aaron Panko, Planner III</b> , City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. Telephone: 503-540-2356; E-mail: <a href="mailto:APanko@cityofsalem.net">APanko@cityofsalem.net</a>
<b>NEIGHBORHOOD ASSOCIATION:</b>	<i>Neighborhood associations are volunteer organizations of neighbors coming together to make neighborhoods the best they can be. They receive notice of land use applications within their boundaries, and they often submit comments on the applications to the City. Neighborhood association meetings are open to everyone. Contact your neighborhood association to get involved:</i>  Southeast Mill Creek Association (SEMCA), Alan Rasmussen, Land Use Chair; Phone: 503-930-1968; Email: <a href="mailto:alan@rasmussenlegacygroup.com">alan@rasmussenlegacygroup.com</a> .
<b>ACCESS:</b>	The Americans with Disabilities Act (ADA) accommodations will be provided on request.
<b>CRITERIA TO BE CONSIDERED:</b>	Salem Revised Code (SRC) Chapters 205.010(d) – Subdivision Tentative Plan; 250.005(d)(2) – Class 2 Adjustment  Salem Revised Code (SRC) is available to view at this link: <a href="http://bit.ly/salemorcode">http://bit.ly/salemorcode</a> . Type in the chapter number(s) listed above to view the applicable criteria.

<b>PROPERTY OWNER(S):</b>	Surain S LLC (Jaswant Singh, Harjinderjit Singh)
<b>APPLICANT(S):</b>	Britany Randall BRAND Land Use
<b>PROPOSAL REQUEST:</b>	<p>A Subdivision Tentative Plan to divide approximately 10 acres into a total of five lots ranging from 1.11 acres to 3.64 acres in size, with Class 2 Adjustments to:</p> <ol style="list-style-type: none"> <li>1) Increase the maximum length for a nonresidential flag lot accessway from 400 feet per SRC 800.025(c), Table 800-1, to approximately 583 feet;</li> <li>2) Increase the maximum percentage of flag lots allowed in a subdivision from 15% per SRC 800.025(e), to 20%; and</li> <li>3) To eliminate the minimum five-foot vehicle use area setback required abutting a flag lot access easement per SRC 550.015(a)(2), Table 550-5.</li> </ol> <p>The subject property is approximately 10 acres in size, zoned EC (Employment Center), and located at the 4500 Block of Mill Creek Drive SE - 97317 (Marion County Assessor's Map and Tax Lot number: 082W070000800).</p>
<b>APPLICATION PROCESS:</b>	<p>Following the close of the Public Comment Period, a decision will be issued and mailed to the applicant, property owner, affected neighborhood association, anyone who submitted written comments, and anyone who received notice of the land use request.</p> <p>Failure to raise an issue in writing prior to the close of the Public Comment Period with sufficient specificity to provide the opportunity to respond to the issue, precludes appeal to the Land Use Board of Appeals (LUBA) on this issue. A similar failure to raise constitutional issues relating to proposed conditions of approval precludes an action for damages in circuit court.</p>
<b>MORE INFORMATION:</b>	All documents and evidence submitted by the applicant are available on the City's online Permit Application Center at <a href="https://permits.cityofsalem.net">https://permits.cityofsalem.net</a> . You can use the search function without registering and enter the permit number listed here: 23 122425. Paper copies can be obtained for a reasonable cost.

**PLEASE PROMPTLY FORWARD A COPY OF THIS NOTICE TO ANY OTHER OWNER, TENANT OR LESSEE**  
**For more information about Planning in Salem:**

<http://www.cityofsalem.net/planning>

*It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity and source of income, as provided by Salem Revised Code Chapter 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, and related statutes and regulations, in all programs and activities. Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available upon request. To request such an accommodation or interpretation, contact the Community Development*

*Department at 503-588-6173 at least three business days before this meeting or event.*

*TTD/TTY telephone 503-588-6439 is also available 24/7*

# REQUEST FOR COMMENTS

Si necesita ayuda para comprender esta información, por favor llame 503-588-6173

**REGARDING:** Subdivision Tentative Plan / Class 2 Adjustment Case No. SUB-ADJ24-01

**PROJECT ADDRESS:** 4500 Mill Creek Dr SE, Salem OR 97317

**AMANDA Application No.:** 23-122425-PLN

**COMMENT PERIOD ENDS:** Thursday, March 28, 2024, at 5:00 p.m.

**SUMMARY:** An application for a five-lot subdivision.

**REQUEST:** A Subdivision Tentative Plan to divide approximately 10 acres into a total of five lots ranging from 1.11 acres to 3.64 acres in size, with Class 2 Adjustments to:

- 1) Increase the maximum length for a nonresidential flag lot accessway from 400 feet per SRC 800.025(c), Table 800-1, to approximately 583 feet;
- 2) Increase the maximum percentage of flag lots allowed in a subdivision from 15% per SRC 800.025(e), to 20%; and
- 3) To eliminate the minimum five-foot vehicle use area setback required abutting a flag lot access easement per SRC 550.015(a)(2), Table 550-5.

The subject property is approximately 10 acres in size, zoned EC (Employment Center), and located at the 4500 Block of Mill Creek Dr SE - 97317 (Marion County Assessor's Map and Tax Lot number: 082W070000800).

The Planning Division is interested in hearing from you about the attached proposal. Staff will prepare a Decision that includes consideration of comments received during this comment period. We are interested in receiving pertinent, factual information such as neighborhood association recommendations and comments of affected property owners or residents. The complete case file, including all materials submitted by the applicant and any applicable professional studies such as traffic impact analysis, geologic assessments, and stormwater reports, are available upon request.

**Comments received by 5:00 p.m., Thursday, March 28, 2024,** will be considered in the decision process. Comments received after this date will be not considered. *Comments submitted are public record. This includes any personal information provided in your comment such as name, email, physical address and phone number. Mailed comments can take up to 7 calendar days to arrive at our office. To ensure that your comments are received by the deadline, we recommend that you e-mail your comments to the Case Manager listed below.*

**CASE MANAGER:** Aaron Panko, Planner III, City of Salem, Planning Division; 555 Liberty St SE, Room 305, Salem, OR 97301; Phone: 503-540-2356; E-Mail: [APanko@cityofsalem.net](mailto:APanko@cityofsalem.net).

For information about Planning in Salem, please visit: <http://www.cityofsalem.net/planning>

**PLEASE CHECK THE FOLLOWING THAT APPLY:**

- 1. I have reviewed the proposal and have no objections to it.
- 2. I have reviewed the proposal and have the following comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name/Agency: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Date: \_\_\_\_\_

**IMPORTANT: IF YOU MAIL COMMENTS, PLEASE FOLD AND RETURN THIS POSTAGE-PAID FORM**



NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES

**BUSINESS REPLY MAIL**  
FIRST-CLASS MAIL PERMIT NO. 1508 SALEM, OR

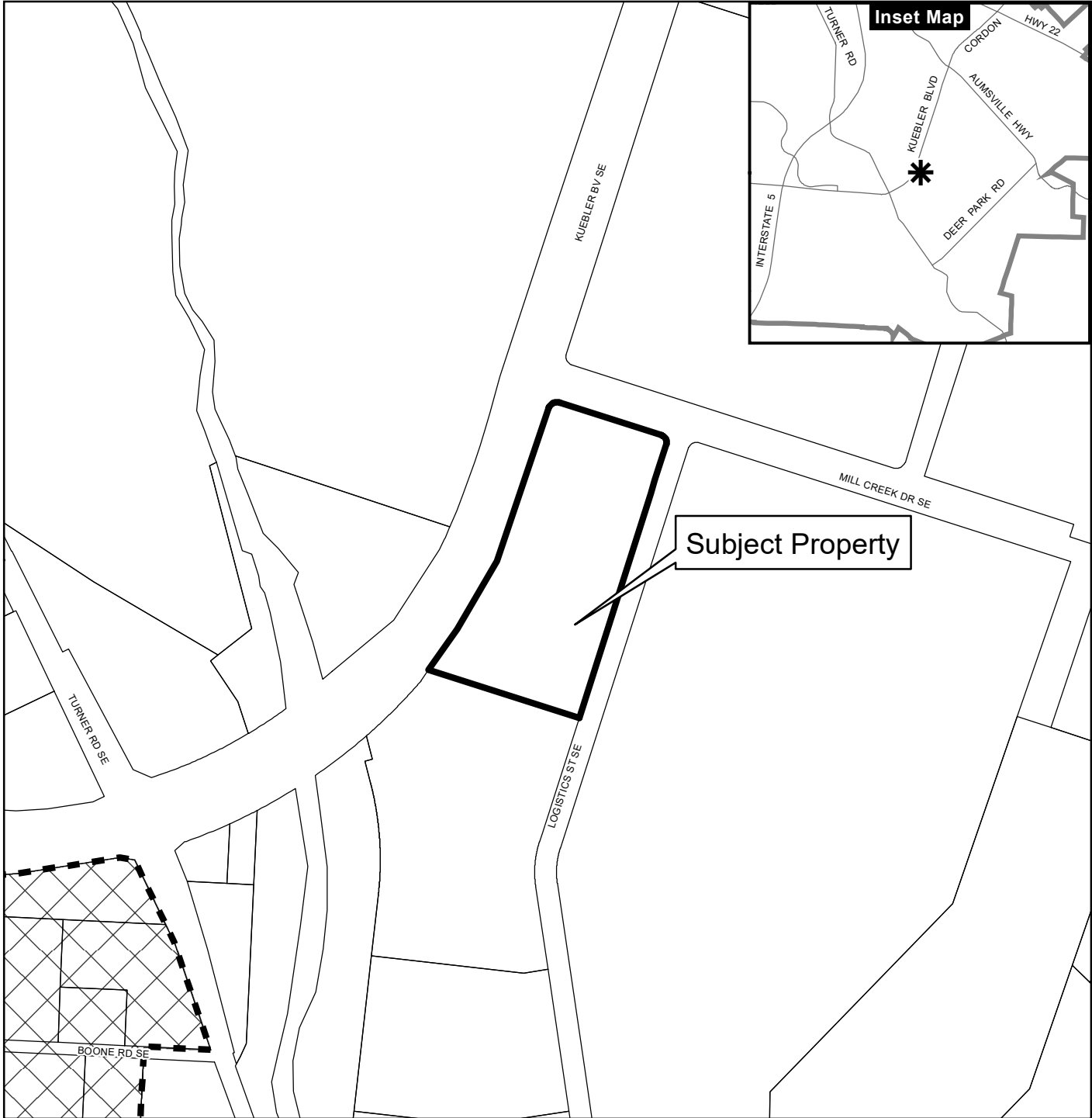
POSTAGE WILL BE PAID BY ADDRESSEE

PLANNING DIVISION  
CITY OF SALEM RM 305  
555 LIBERTY ST SE  
SALEM OR 97301-9907










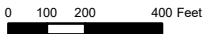
# Vicinity Map

## 4500 Mill Creek Drive SE

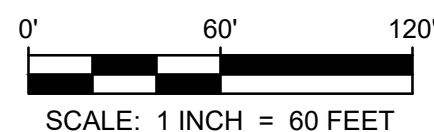
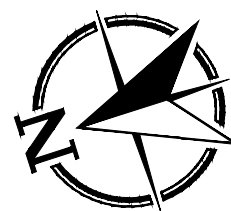


**Legend**

-  Taxlots
-  Urban Growth Boundary
-  City Limits
-  Outside Salem City Limits
-  Historic District
-  Schools
-  Parks



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# PROPOSED SUBDIVISION PLAT

IN THE SE 1/4 OF SECTION 7, T.8S., R.2W., W.M.  
CITY OF SALEM, MARION COUNTY, OREGON

DATE: JUNE 12, 2023

## SURVEY REFERENCES

NOTE: ALL REFERENCES ARE FROM MARION COUNTY RECORDS

- |  |                                     |
|--|-------------------------------------|
| (1) SCANNELL CORPORATE CENTER<br>VOLUME H49, PAGE 05, B.O.T.P.   | (3) P.P. 2016-049<br>(4) MCSR 39140 |
| (2) MILL CREEK CORPORATE CENTER<br>VOLUME H47, PAGE 49, B.O.T.P. | (5) MCSR 35280<br>(6) MCSR 39792    |

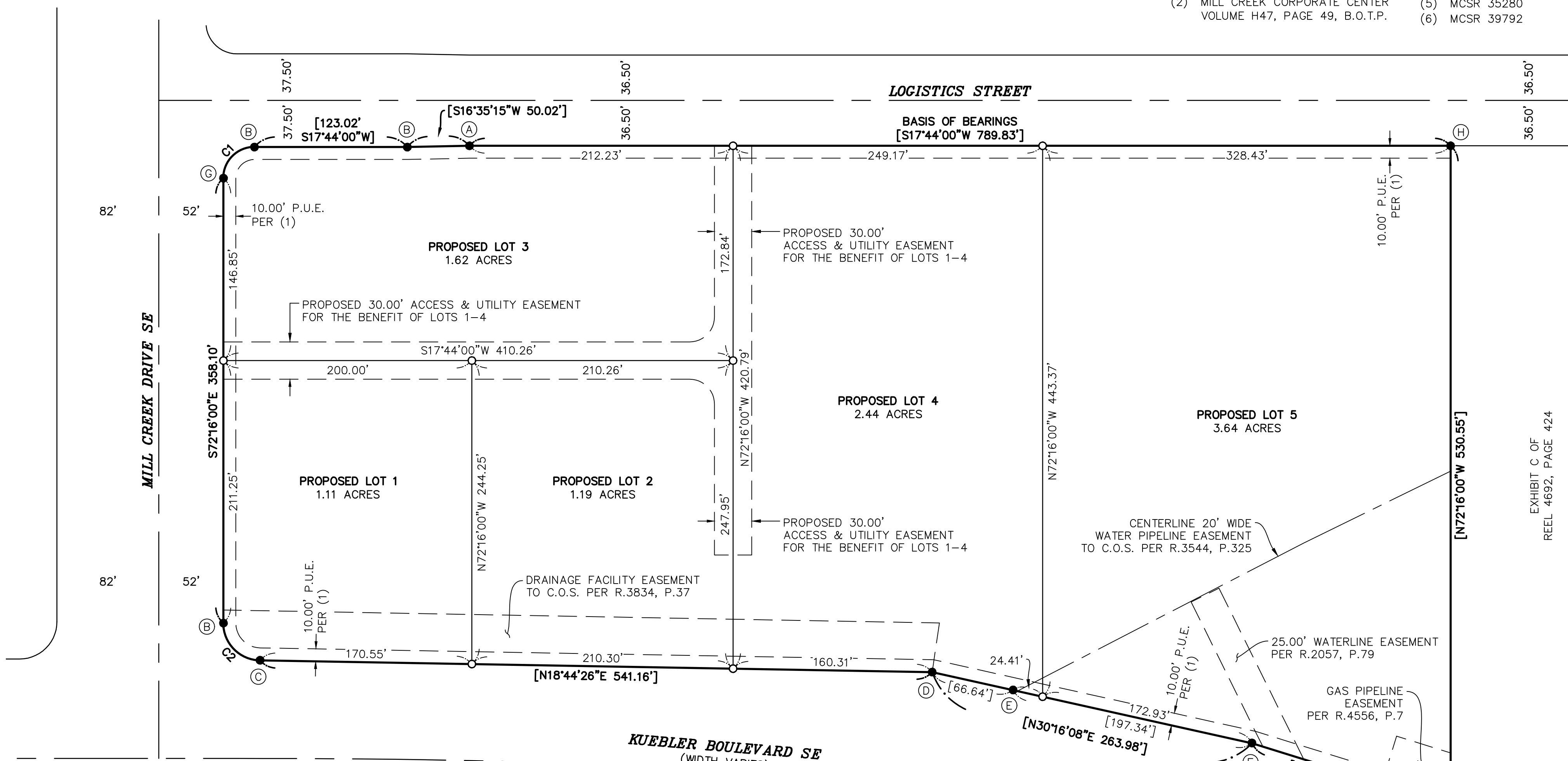


EXHIBIT C OF  
REEL 4692, PAGE 424

### MONUMENT LIST

- A IR 5/8", BENT, TIED SPIN HOLE (3)
- B IR 5/8" W/YPC "WILSON PLS 2687" (3)
- C IR 5/8" W/YPC "ILLEGIBLE", DOWN 0.5' (3)
- D IR 5/8" W/YPC "WESTLAKE CONSULTANTS" (2)
- E IR 5/8" W/AL "OREGON DEPT OF TRANS" (5)  
BEARS S59°43'52"E, 0.11' FROM CORNER, DOWN 1.4'
- F IR 5/8" W/YPC "K&E EXC INC LS 2596" (4)  
BEARS N59°40'30"E, 0.43' FROM CORNER
- G IR 5/8" W/YPC "WILSON PLS 2687" (1)
- H IR 5/8" W/YPC "HOWELL LS 91569" (6)

### LEGEND

- FOUND MONUMENT WITHIN 0.20' OF SURFACE UNLESS OTHERWISE NOTED HELD UNLESS OTHERWISE NOTED
- SET 5/8"x30" IR W/YPC MARKED "HOWELL LS 91569", FLUSH
- ⊗ MONUMENT REFERENCE
- [DATA] RECORD & MEASURED PER (6)
- MCSR MARION COUNTY SURVEY RECORDS
- P.P. PARTITION PLAT
- R., P. REEL, PAGE
- W/YPC WITH YELLOW PLASTIC CAP
- W/AL WITH ALUMINUM CAP
- IR IRON ROD
- B.O.T.P. BOOK OF TOWN PLATS
- P.U.E. PUBLIC UTILITY EASEMENT

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CH. BEARING	CH. LEN.
[C1]	39.27'	25.00'	90°00'00"	S27°16'00"E	35.36'
[C2]	46.60'	30.00'	88°59'34"	N63°14'13"E	42.05'

NOTE  
RIGHT OF WAY WIDTHS  
SHOWN ARE PER (1)

REGISTERED PROFESSIONAL LAND SURVEYOR

**DRAFT**

OREGON  
SEPTEMBER 12, 2007  
STEVEN LEE HOWELL  
91569

RENEWS: 6-30-2025

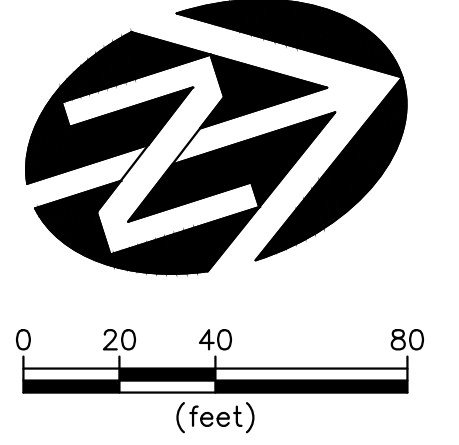
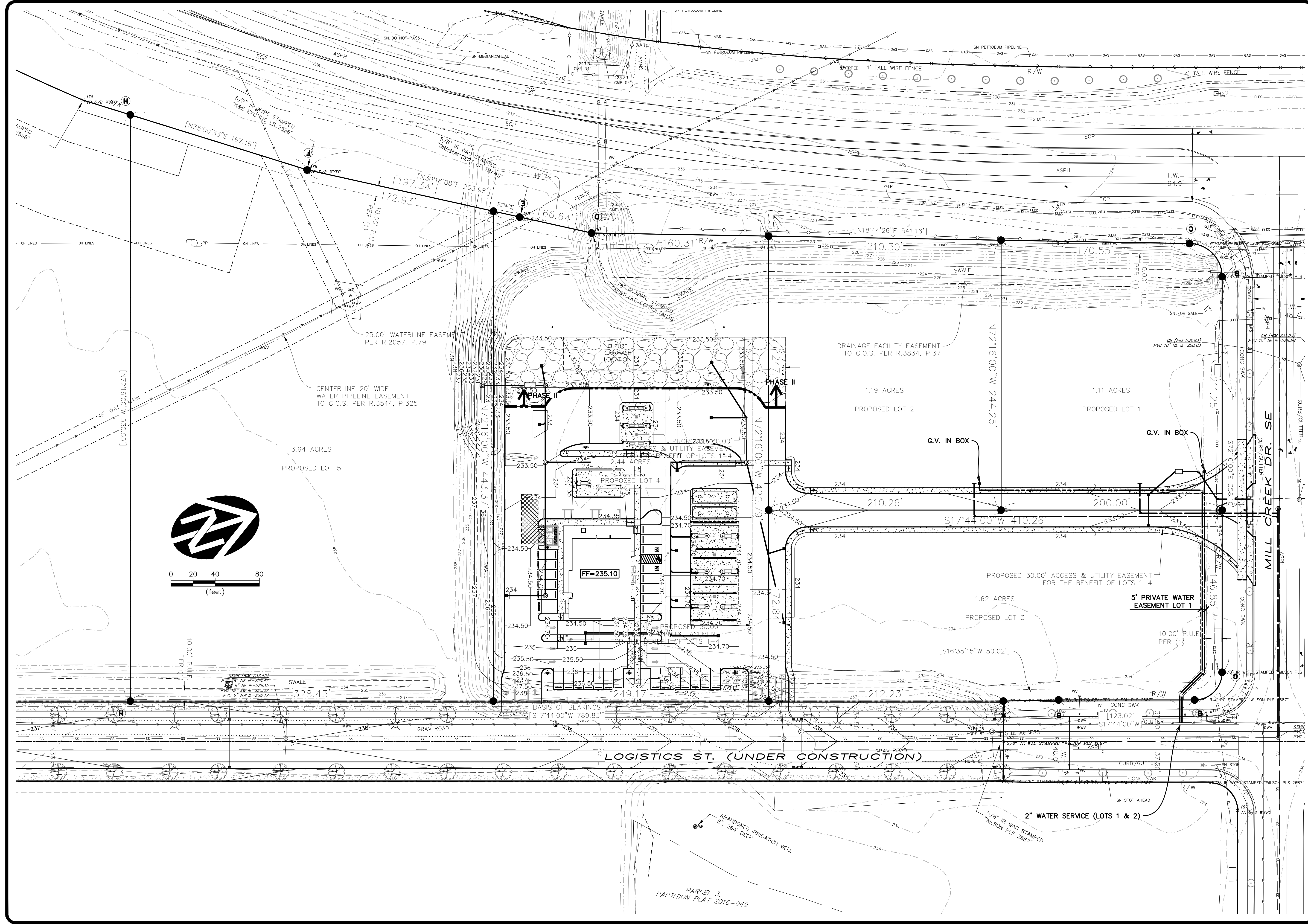
SURVEYED FOR: MINDY KAUR

**FFN SURVEYING**

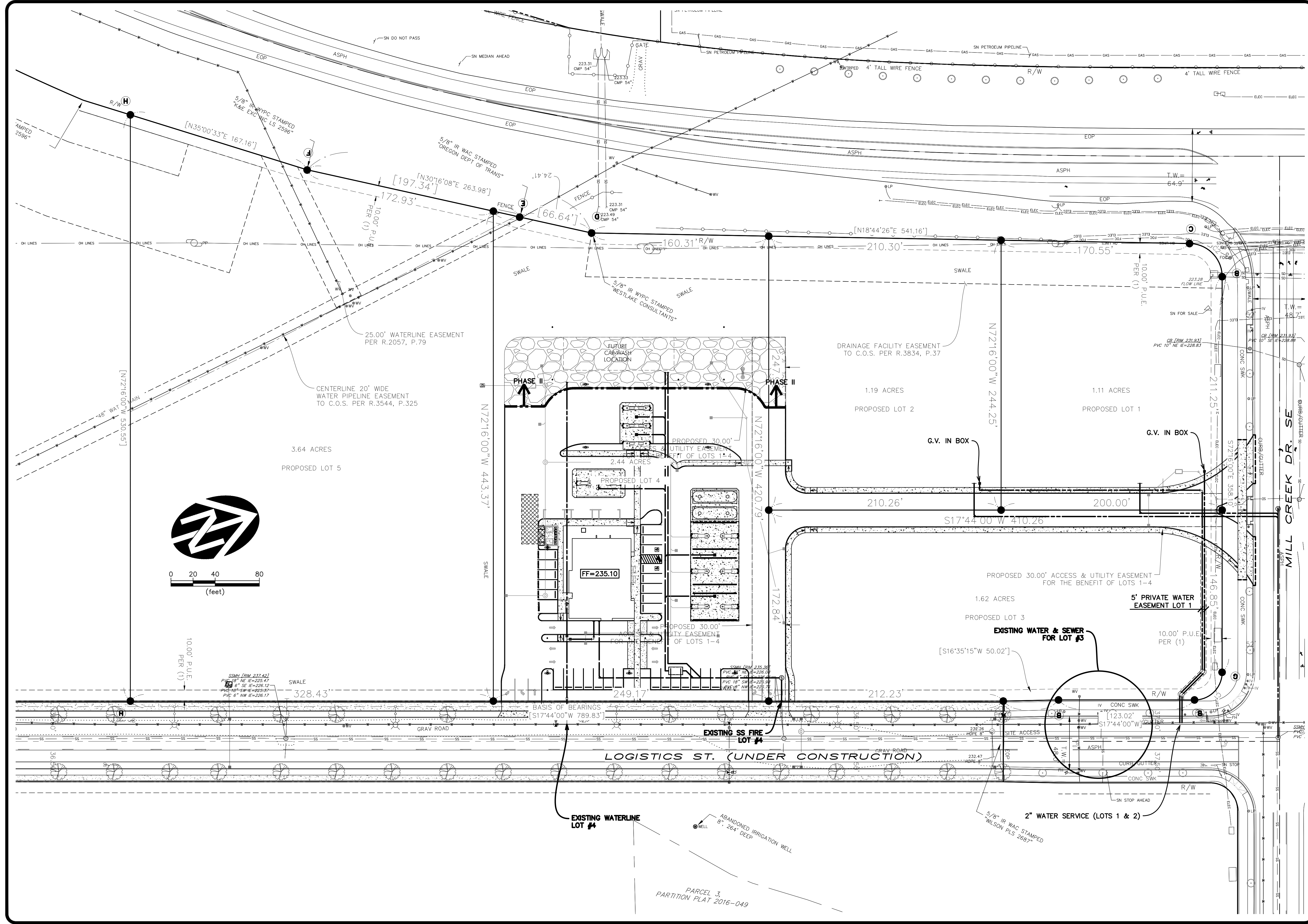
7230 3rd Street SE #145, Turner, OR 97392  
P: (503) 558-3330 E: info@ffnsurveying.com

JOB NO. 22-387

SHEET 1/1



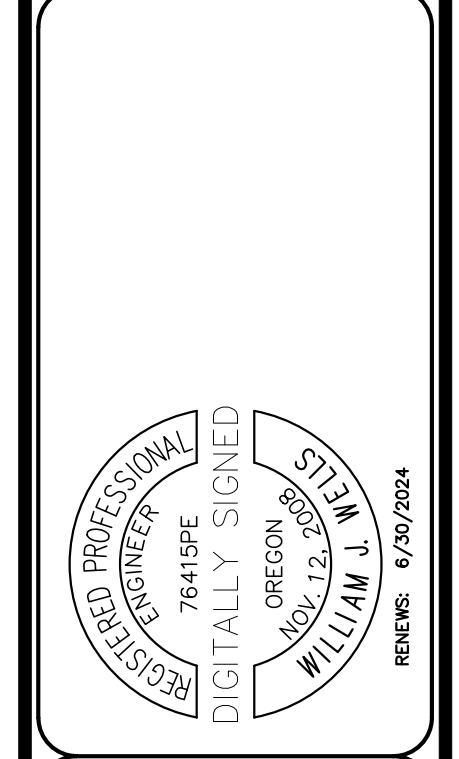
<p><b>VERIFY SCALE</b>          THIS IS ONE INCH ON ORIGINAL DRAWING          IF NOT ONE INCH ON SCALES ACCURACLY</p> <p>0 1" 2" 3" 4" 5" 6" 7" 8" 9" 10"</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">DSN. JW</td> <td style="width: 25%;">DRN. RS/JH</td> <td style="width: 25%;">NO. 1</td> <td style="width: 25%;">DATE</td> </tr> <tr> <td>CKD. JW</td> <td>DATE: 09/2022</td> <td>DESCRIPTION</td> <td>BY</td> </tr> <tr> <td colspan="4" style="text-align: center;">REVISIONS</td> </tr> </table>	DSN. JW	DRN. RS/JH	NO. 1	DATE	CKD. JW	DATE: 09/2022	DESCRIPTION	BY	REVISIONS			
DSN. JW	DRN. RS/JH	NO. 1	DATE										
CKD. JW	DATE: 09/2022	DESCRIPTION	BY										
REVISIONS													
<p><b>WESTTECH ENGINEERING, INC.</b>          CONSULTING ENGINEERS AND PLANNERS</p> <p>3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302          Phone: (503) 585-2474 Fax: (503) 585-3966          E-mail: westtech@westtech-eng.com</p>													
<p>STUDIO 3 ARCHITECTURE          MILL STOP N SAVE SUBDIVISION  <b>DRAINAGE PLAN</b></p>													
<p>DRAWING  <b>C2.1</b>          JOB NUMBER  <b>3371.1000</b></p>													



NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 THIS IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON SCALES ACCURACY

DSN. JW  
 DRN. RS/H  
 CKD. JW  
 DATE: 09/2022



**WESTTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS

3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westtech@westtech-eng.com

STUDIO 3 ARCHITECTURE  
 MILL STOP N SAVE SUBDIVISION

**UTILITY PLAN**

DRAWING  
**C3.0**  
 JOB NUMBER  
**3371.1000**