

Jake Morris

From: jeffmachina@gmail.com
Sent: Tuesday, July 2, 2024 6:51 AM
To: Jake Morris
Subject: Re: Franklin Building Historic Review

Thanks Jake-
I will get this sorted out today. Apologies for the delay. I've been out of town.
Sent from my iPhone

On Jun 27, 2024, at 11:49 AM, Jake Morris <jjmorris@cityofsalem.net> wrote:

Jeffrey,

I have created an application file for your project. It is HIS24-14. The Amanda number is 24 113890 PLN. There are a few items remaining for it to be complete. I have attached an invoice for the Class II review. We are able to review this one administratively so it will not need to go to an Historic Landmarks Commission hearing. The current bill is good for a week before the Amanda system withdraws the application. If you can't get to it be then, please let me know, and I can restart it when you are ready to move on it.

I attached a site plan I generated. It still needs the general areas where the work is occurring to be circled and uploaded.

I also made a Standards worksheet so you can address the relevant review criteria. A lot of these may be N/A for this case. If you aren't confident about an answer, I am happy to help, just let me know.

The other details needed for review is a plan and elevation that shows what the gate will look like in its installed location. If the new lights are going to differ in appearance from the current ones, we will also need a spec on the proposed ones. If they are going to look the same, just let me know.

Please feel free to reach out if there is anything I can help with,

Jake Morris, PhD

he/him

Historic Planner

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From: Jeffrey Machina <jeffmachina@gmail.com>
Sent: Monday, June 17, 2024 12:14 PM
To: Jake Morris <jjmorris@cityofsalem.net>
Subject: Re: Franklin Building Historic Review

Thanks Jake

See attached for partial submission. I'll send remaining docs in a second email. (Sorry for the disorganized format. Still trying to learn this new computer)

Jeffrey Machina
jeffmachina@gmail.com

On Jun 17, 2024, at 10:54 AM, Jake Morris <jjmorris@cityofsalem.net> wrote:

Thanks Jeffrey,

I can help you with the submittal process. I wasn't entirely sure from the email, but have you submitted any of your project information yet? If you have, there should be a project number. If you don't have that step yet, I can set up a project for you. If you can email me the documents you would like to be uploaded I can look them over and let you know what else might be needed, and create a project to work from.

Thanks,

Jake Morris, PhD

he/him

Historic Planner

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From: Jeffrey Machina <jeffmachina@gmail.com>
Sent: Monday, June 17, 2024 8:58 AM
To: Jake Morris <jjmorris@cityofsalem.net>
Subject: Franklin Building Historic Review

Hi Jake,
Kimberly reports that you will be managing my historic review process for grant approval with the city. Per Ms. Fitzgerald's instructions, I've established an account with the cities portal. Please let me know how to move forward with submissions as the obvious links to different actions do not seem to apply. At this time I have a completed review application, pictures of the proposed changes, etc. per the cities req doc punch list. Please let me know how and where to submit docs.
Thank you for your hard work and attention to this matter.
Looking forward to working with you and yours.
Warmly,

Jeffrey Machina
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503.341.7591

<Invoice Class 2 Design Review.pdf>
<Site Plan.pdf>
<Standards worksheet.docx>