

## Jake Morris

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**From:** Jake Morris  
**Sent:** Tuesday, September 17, 2024 2:29 PM  
**To:** Matthew Miller; Jaimes White  
**Subject:** HIS24-13 24 119378 PLN 1598 Court Street new construction Completeness for Historic Design Review.  
**Attachments:** HIS24-23. invoice.rpt.pdf; landuseapplicationform.pdf; New Construction Standards in Residential Historic Districts.docx; HIS24-23. Incomplete Letter. 1598 Court St. NE.docx

**Importance:** High

Hi,

I have looked over the application materials and have done completeness review. Remaining items are listed on the incomplete letter document that is attached. Knowing that you are on a tight timeframe, I made some example language to help revisions go quicker. I also attached the necessary documents for revisions. Please have the requested items submitted by **Friday, September 20<sup>th</sup>** in order to be eligible for scheduling on the October Historic Landmarks Commission Hearing.

You can submit on the online permit portal to the case **24 119378 PLN**, or if you have everything and run into problems accessing it, please sent to me by early Friday, and I can help with uploading. [Home Page - PAC Portal \(cityofsalem.net\)](#)

Thanks,

**Jake Morris, PhD**

*he/him*

*Historic Planner*

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