

## Olivia Dias

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**From:** Britany Randall <britany@brandlanduse.com>  
**Sent:** Friday, December 13, 2024 1:58 PM  
**To:** Shelby Guizar; Olivia Dias; Laurel Christian  
**Cc:** Taggart Harris; Steve Ward  
**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Hi Olivia and Laurel,

Thank you for meeting with us today about the draft conditions for this project. Based on our discussion today, we will be providing revised information to you for your consideration. **We would like to grant a 30-day extension to the 120-day jurisdictional deadline for this project.** We are trying to provide you all the information before the end of next week.

Thanks again and have a great weekend.

**Britany Randall**

**BRAND**  
*Land Use*

**Owner & Principal Planner**

Office: (503) 370-8704

Cell: (503) 680-0949

Place: 1720 Liberty Street SE

Salem, OR 97302

[www.brandlanduse.com](http://www.brandlanduse.com)

**BRAND will be CLOSED for Christmas:**  
**December 24<sup>th</sup> through January 1st**

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**From:** Shelby Guizar <shelby@brandlanduse.com>  
**Sent:** Tuesday, December 10, 2024 8:12 AM  
**To:** Olivia Dias <ODias@cityofsalem.net>; Laurel Christian <LChristian@cityofsalem.net>  
**Cc:** Taggart Harris <tharris@trdp.com>; Britany Randall <britany@brandlanduse.com>; Steve Ward <sward@westech-eng.com>  
**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

I works for us too! Thank you Olivia and welcome back!

**Shelby Guizar**



**Project Manager**

Office: (503) 370-8704

Cell: (503) 509-0545

Place: 1720 Liberty Street SE

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**From:** Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>

**Sent:** Tuesday, December 10, 2024 7:51 AM

**To:** Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>; Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>

**Cc:** Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>; Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>

**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

1:00 is best for me.

Steven A. Ward PE  
Westech Engineering Inc.  
3841 Fairview Industrial Drive SE  
Suite 100  
Salem, OR 97302  
Office 503-585-2474  
Mobile 503-931-3460

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**From:** Olivia Dias [<mailto:ODias@cityofsalem.net>]

**Sent:** Tuesday, December 10, 2024 7:49 AM

**To:** Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>

**Cc:** Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>; Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>

**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Good Morning,

We can move the meeting to virtual (Team's Meeting) for Friday. The available times are 11am or 1pm.

Let me know which works best.

**Olivia Dias 503-540-2343**

City of Salem | Community Planning and Development Department | Planning

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**From:** Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>

**Sent:** Monday, December 9, 2024 4:57 PM

**To:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>; Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>  
**Cc:** Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>; Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>  
**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Hi Laurel and Olivia!

I apologize to reach out and ask about rescheduling this again, but we are working through a few of the items and want to be able to send you things prior to the meeting so that you aren't hearing/seeing them for the first time in the meeting.

Do you both have availability to discuss on Friday?

Thank you for working with us on this!

**Shelby Guizar**



**Project Manager**

Office: (503) 370-8704

Cell: (503) 509-0545

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**From:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>  
**Sent:** Friday, December 6, 2024 9:10 AM  
**To:** Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>  
**Cc:** Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>; Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>  
**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Good morning, Would 1:30 on Wednesday work? We also have Thursday at 3pm. Thanks!

**Laurel Christian** | Office: 503-584-4632

City of Salem | Community Planning and Development | Development Services

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**From:** Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>  
**Sent:** Friday, December 6, 2024 9:01 AM  
**To:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>; Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>  
**Cc:** Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>; Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>  
**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Laurel,

Britany was informed today of an unexpected service on Tuesday, we are hoping you can look for availability on Wednesday or Thursday to reschedule this meeting?

Thank you,

**Shelby Guizar**



**Project Manager**

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**From:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>

**Sent:** Wednesday, December 4, 2024 4:06 PM

**To:** Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>; Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>

**Cc:** Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>

**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Great! I've reserved CD Large for 2:30 on the 10<sup>th</sup>. I added everyone on this email to the meeting invite.

See you then,

**Laurel Christian** | Office: 503-584-4632

City of Salem | Community Planning and Development | Development Services

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**From:** Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>

**Sent:** Wednesday, December 4, 2024 3:37 PM

**To:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>; Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>

**Cc:** Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>

**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Hey Laurel!

That's really nice of you. Thanks for doing this. We are fine with Teams or in person, depending on your preference. We are available Tuesday the 10<sup>th</sup> at 2:30.

Thanks again!

**Britany Randall**



**Owner & Principal Planner**

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**From:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>

**Sent:** Wednesday, December 4, 2024 3:33 PM

**To:** Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>; Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>

**Cc:** Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>

**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Hi Britany,

As you know, Olivia is out of the office, but I do have access to her calendar. In order to get something on the books sooner than later, I've found the following times:

Tuesday, December 10<sup>th</sup> at 2:30pm

Wednesday, December 11<sup>th</sup> at 9:30am

Wednesday, December 11<sup>th</sup> at 1:30pm

Please let us know if you prefer to meet in-person or via teams and if any of those times work.

Thank you!

**Laurel Christian** | Office: 503-584-4632

City of Salem | Community Planning and Development | Development Services

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**From:** Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>

**Sent:** Wednesday, December 4, 2024 10:17 AM

**To:** Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>

**Cc:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>; Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>

**Subject:** RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Hi Olivia,

We have reviewed the draft conditions, thank you. We would like to discuss the conditions with you further. Please accept a **15-day extension to the 120-day deadline** to allow us additional time to discuss once you return to work. When you are able, please provide your availability so that we can meet.

Thank you,

**Britany Randall**



**Owner & Principal Planner**

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Cell: (503) 680-0949

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**From:** Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>

**Sent:** Wednesday, November 27, 2024 4:31 PM

**To:** Britany Randall <[britany@brandlanduse.com](mailto:britany@brandlanduse.com)>

**Cc:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>; Shelby Guizar <[shelby@brandlanduse.com](mailto:shelby@brandlanduse.com)>; Steve Ward <[sward@westech-eng.com](mailto:sward@westech-eng.com)>; Taggart Harris <[tharris@trdp.com](mailto:tharris@trdp.com)>

**Subject:** REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Good Evening:

Please find attached the **draft** of the Conditions of Approval, as requested. You can provide comments by December 9<sup>th</sup>, the decision will be issued on December 10<sup>th</sup>. I will be out of town until December 9<sup>th</sup> and will be unable to engage in discussions until I return.

Many of the conditions are direct application of Code sections identified in the response to the incomplete letter to be conditions on the application. Due to the lack of information provided for many of the CEFC rules, each section is conditioned to ensure the Code is met. The Adjustment conditions take in to consideration the 'campus' circulation while also noting CEFC and other landscaping standards have not adequately been addressed.

Thank you,

**Olivia Dias**

*she/her/hers*

*Current Planning Manager*

City of Salem | Community Planning and Development Department | Planning

555 Liberty St SE, Room 305

Salem, Oregon 97301

[odias@cityofsalem.net](mailto:odias@cityofsalem.net) | 503-540-2343

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