

Olivia Dias

From: Britany Randall <britany@brandlanduse.com>
Sent: Monday, January 13, 2025 9:38 AM
To: Olivia Dias; Shelby Guizar
Cc: Laurel Christian
Subject: RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Good morning!

Thanks for catching that. I will let Laura know we need to revise the calculation for her building permit set. Yes, the intent is to meet the 40% standard for both buildings. Do you need the plans to be revised prior to issuance or can we ensure the change with the condition?

Thank you,

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

I will be OUT of office:

January 27th – February 2nd

From: Olivia Dias <ODias@cityofsalem.net>
Sent: Monday, January 13, 2025 9:17 AM
To: Britany Randall <britany@brandlanduse.com>; Shelby Guizar <shelby@brandlanduse.com>
Cc: Laurel Christian <LChristian@cityofsalem.net>
Subject: RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Britany,

I need some clarification. SRC 806.035(n) states 'For purposes of these standards, the area of an off-street surface parking area is the sum of all areas within the perimeter of the off-street parking area, including parking spaces, aisles, planting islands, corner areas, and curbed areas, but not including interior driveways and off-street loading areas.' The plans you provided appear to not

include corner areas and planting islands. The parking area for Building 1 was calculated at 49,630 square feet and Building 2 at 51, 585 square feet.

Since the plans don't show they meet the standard for both buildings, Condition 16 (maybe 17) will need to be placed on the decision to ensure the 40% standard (SRC806.035(n)(1)(c)) is met. Just to clarify, the intent of the applicant is to meet the 40% for each building?

Please let me know if that is the intent and I will issue the decision this week.

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 | 503-540-2343

[Facebook](#) | [YouTube](#) | [Linkedin](#) | www.cityofsalem.net

From: Britany Randall <britany@brandlanduse.com>

Sent: Friday, January 10, 2025 4:33 PM

To: Olivia Dias <ODias@cityofsalem.net>; Shelby Guizar <shelby@brandlanduse.com>

Cc: Laurel Christian <LChristian@cityofsalem.net>

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

Hi Olivia and Laurel,

We received the updated plans and put together this letter outlining the things from our meeting and highlighting the updates we've made. Once you have a chance to review these items, please let us know if you need anything further, or if you'd like to discuss. I will also upload this to the PAC Portal.

Thanks again for the extra time to meet and review these items.

Have a great weekend!

Britany Randall

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Salem, OR 97302

I will be OUT of office:
January 27th – February 2nd

From: Olivia Dias <ODias@cityofsalem.net>
Sent: Thursday, December 19, 2024 3:25 PM
To: Shelby Guizar <shelby@brandlanduse.com>
Cc: Laurel Christian <LChristian@cityofsalem.net>; Britany Randall <britany@brandlanduse.com>
Subject: RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Thank you, and have a great holiday!

Olivia Dias 503-540-2343
City of Salem | Community Planning and Development Department | Planning

From: Shelby Guizar <shelby@brandlanduse.com>
Sent: Thursday, December 19, 2024 2:37 PM
To: Olivia Dias <ODias@cityofsalem.net>
Cc: Laurel Christian <LChristian@cityofsalem.net>; Britany Randall <britany@brandlanduse.com>
Subject: RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

Understood, **we would like to grant an additional 30-day extension to the 120-day jurisdictional deadline for this project.**

Thank you Olivia and Merry Christmas!

Shelby Guizar



Project Manager

Office: (503) 370-8704
Cell: (503) 509-0545
Place: 1720 Liberty Street SE
Salem, OR 97302
www.brandlanduse.com

BRAND will be CLOSED for Christmas:
December 24th through January 1st

From: Olivia Dias <ODias@cityofsalem.net>
Sent: Thursday, December 19, 2024 2:25 PM
To: Shelby Guizar <shelby@brandlanduse.com>
Cc: Laurel Christian <LChristian@cityofsalem.net>; Britany Randall <britany@brandlanduse.com>
Subject: RE: REP-SPR-ADJ-DAP24-06; 383-503 Farm Credit Drive SE

We would need an additional extension if we are waiting until January to review new plans.

Thanks,

Olivia Dias 503-540-2343

City of Salem | Community Planning and Development Department | Planning

From: Shelby Guizar <shelby@brandlanduse.com>

Sent: Thursday, December 19, 2024 2:07 PM

To: Olivia Dias <ODias@cityofsalem.net>

Cc: Laurel Christian <LChristian@cityofsalem.net>; Britany Randall <britany@brandlanduse.com>

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

Hi Olivia!

The plan revision is taking a bit longer than we expected, and we might not have revised plans for you until the end of the first week of January. Wanted to check in if the 30-day extension still sufficient?

Thanks!

Shelby Guizar

BRAND
Land Use

Project Manager

Office: (503) 370-8704

Cell: (503) 509-0545

Place: 1720 Liberty Street SE

Salem, OR 97302

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BRAND will be CLOSED for Christmas:

December 24th through January 1st

From: Britany Randall <britany@brandlanduse.com>

Sent: Friday, December 13, 2024 1:58 PM

To: Shelby Guizar <shelby@brandlanduse.com>; Olivia Dias <ODias@cityofsalem.net>; Laurel Christian <LChristian@cityofsalem.net>

Cc: Taggart Harris <tharris@trdp.com>; Steve Ward <sward@westech-eng.com>

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



Owner & Principal Planner

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Cell: (503) 680-0949

Place: 1720 Liberty Street SE

Salem, OR 97302

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BRAND will be CLOSED for Christmas:
December 24th through January 1st

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

Salem, OR 97302

www.brandlanduse.com

BRAND will be CLOSED for Christmas:
December 24th through January 1st

From: Steve Ward <sward@westech-eng.com>

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

To: Olivia Dias <ODias@cityofsalem.net>; Shelby Guizar <shelby@brandlanduse.com>; Laurel Christian

<LChristian@cityofsalem.net>

Cc: Taggart Harris <tharris@trdp.com>; Britany Randall <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

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

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

To: Shelby Guizar <shelby@brandlanduse.com>; Laurel Christian <LChristian@cityofsalem.net>

Cc: Steve Ward <sward@westech-eng.com>; Taggart Harris <tharris@trdp.com>; Britany Randall <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

From: Shelby Guizar <shelby@brandlanduse.com>

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

To: Laurel Christian <LChristian@cityofsalem.net>; Olivia Dias <ODias@cityofsalem.net>

Cc: Steve Ward <sward@westech-eng.com>; Taggart Harris <tharris@trdp.com>; Britany Randall <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

Place: 1720 Liberty Street SE

Salem, OR 97302

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BRAND will be CLOSED for Christmas:
December 24th through January 1st

From: Laurel Christian <LChristian@cityofsalem.net>

Sent: Friday, December 6, 2024 9:10 AM

To: Shelby Guizar <shelby@brandlanduse.com>; Olivia Dias <ODias@cityofsalem.net>

Cc: Steve Ward <sward@westech-eng.com>; Taggart Harris <tharris@trdp.com>; Britany Randall <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

From: Shelby Guizar <shelby@brandlanduse.com>

Sent: Friday, December 6, 2024 9:01 AM

To: Laurel Christian <LChristian@cityofsalem.net>; Olivia Dias <ODias@cityofsalem.net>

Cc: Steve Ward <sward@westech-eng.com>; Taggart Harris <tharris@trdp.com>; Britany Randall <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

Office: (503) 370-8704

Cell: (503) 509-0545
Place: 1720 Liberty Street SE
Salem, OR 97302
www.brandlanduse.com

BRAND will be CLOSED for Christmas:
December 24th through January 1st

From: Laurel Christian <LChristian@cityofsalem.net>
Sent: Wednesday, December 4, 2024 4:06 PM
To: Brittany Randall <britany@brandlanduse.com>; Olivia Dias <ODias@cityofsalem.net>
Cc: Shelby Guizar <shelby@brandlanduse.com>; Steve Ward <sward@westech-eng.com>; Taggart Harris <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 10th. 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

From: Brittany Randall <britany@brandlanduse.com>
Sent: Wednesday, December 4, 2024 3:37 PM
To: Laurel Christian <LChristian@cityofsalem.net>; Olivia Dias <ODias@cityofsalem.net>
Cc: Shelby Guizar <shelby@brandlanduse.com>; Steve Ward <sward@westech-eng.com>; Taggart Harris <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 10th at 2:30.

Thanks again!

Britany Randall

BRAND
Land Use

Owner & Principal Planner

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Place: 1720 Liberty Street SE
Salem, OR 97302
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BRAND will be CLOSED for Christmas:
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From: Laurel Christian <LChristian@cityofsalem.net>
Sent: Wednesday, December 4, 2024 3:33 PM
To: Britany Randall <britany@brandlanduse.com>; Olivia Dias <ODias@cityofsalem.net>
Cc: Shelby Guizar <shelby@brandlanduse.com>; Steve Ward <sward@westech-eng.com>; Taggart Harris <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 10th at 2:30pm
Wednesday, December 11th at 9:30am
Wednesday, December 11th 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

From: Britany Randall <britany@brandlanduse.com>
Sent: Wednesday, December 4, 2024 10:17 AM
To: Olivia Dias <ODias@cityofsalem.net>
Cc: Laurel Christian <LChristian@cityofsalem.net>; Shelby Guizar <shelby@brandlanduse.com>; Steve Ward <sward@westech-eng.com>; Taggart Harris <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

BRAND
Land Use

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Cell: (503) 680-0949

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Salem, OR 97302

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BRAND will be CLOSED for Christmas: **December 24th through January 1st**

From: Olivia Dias <ODias@cityofsalem.net>

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

To: Britany Randall <britany@brandlanduse.com>

Cc: Laurel Christian <LChristian@cityofsalem.net>; Shelby Guizar <shelby@brandlanduse.com>; Steve Ward <sward@westech-eng.com>; Taggart Harris <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 9th, the decision will be issued on December 10th. I will be out of town until December 9th 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 | 503-540-2343

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