



3 August 2020

City of Salem  
Community Development Planning Division  
555 Liberty St SE, Room 305  
Salem, OR 97301

**Attention:** Olivia Dias

**Subject Property:** 905 & 925 Cottage Street NE

**City Ref Number:** 20-112373 (Class 3 Site Plan Review)  
20-112375-ZO (Class 2 Adjustment)  
20-112374-DR (Class 3 Design Review)

**Applicant:** Adam Dallimore  
Adam.dallimore@devnw.org

Dear Olivia,

Below are our responses to the Planning Review Checklist, dated July 31, 2020, along with responses to address additional comments sent by email on the same date, for the above-mentioned project. Original comments precede our responses for reference.

**Multiple Family Design Standards:**

- Please provide a landscaping plan to show that 702.020(b) can be met.  
**Response: See Revised Landscape Plan A320 for landscape requirements.**
- Does not appear each unit has a window on EACH wall in the existing single-family dwelling.  
**Response: See Revised Site Plan Review Written Statement, Adjustment 4.**
- Lighting Plan not provided.  
**Response: See Revised Site Plan A210, (Keynote 27-30) for proposed site lighting.**
- Visually break up building vertical mass; the existing single-family dwelling does not appear to meet this standard on the south side of the building.  
**Response: See Revised Site Plan Review Written Statement, Adjustment 5.**

**Solid Waste and Recycling Areas:**

- Please address SCR 800.055. Please provide plans and the size of the receptacles.  
**Response: See Revised Site Plan, A210. Receptacle located within proposed trash enclosure.**

**Adjustments identified by email as needing to be addressed:**

- Setback adjustment from 12-feet abutting a street to 10-feet for ADA landing (**SRC 515.010(b)**).  
**Response: See Revised Site Plan Review Written Statement, Adjustment 1.**
- Reduce overall common space 3,870 sq feet to 3,331 sq feet (**SRC 702.020(a)(1)**).  
**Response: See Revised Site Plan Review Written Statement, Adjustment 2.**
- Reduce common open space dimension standard reduced from 25- feet on all sides to 20 feet (**SRC 702.020(a)(1)(A)**).  
**Response: See Revised Site Plan Review Written Statement, Adjustment 3.**
- Reduce windows in all habitable rooms, other than bathrooms, on each wall that faces common open space, parking areas, and pedestrian paths to encourage visual surveillance of such areas and minimize the appearance of building bulk to only provide windows on one wall (**SRC 702.020(c)(1)**).  
**Response: See Revised Site Plan Review Written Statement, Adjustment 4.**
- To allow building to not provide an architectural detail which is intended to visually break up the buildings vertical mass, the first floor of each building, except for single-story buildings, shall be distinguished from its upper floors (**SRC 702.020(e)(10)**).  
**Response: See Revised Site Plan Review Written Statement, Adjustment 5.**

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We believe these responses address the additional information needed to deem the application complete. Please contact me if there are items needing further clarification.

**We appreciate your help!**

Sincerely,



Joseph E Moore, AIA  
Principal, GMA Architects

*Items submitted herewith: Revised Written Statement, Site Plan, Landscaping Plan, and Building Elevations.*