

## Pamela Cole

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**From:** Robinson, Michael C. <MRobinson@SCHWABE.com>  
**Sent:** Tuesday, October 5, 2021 9:48 AM  
**To:** Pamela Cole; Sam Thomas  
**Cc:** Scott Martin; Jeremy Hill; Lee Gwyn; Roland Boschmann; Steven Ward P.E.; Olivia Dias; Robinson, Michael C.  
**Subject:** RE: 2499 Wallace Rd - Riverbend Apartments - Completeness Letter / Additional Supporting Information

Thank you, Pamela.

We have asked our client if he will grant a 14-day extension of the 120-day period and will let you know as soon as we know.

I would like to make sure that we are on the same page on completeness. The applicant provided all of the City-requested information under ORS 227.178(2)(a). The receipt of the missing information by the City starts the 120-day period. The applicant didn't elect to proceed under ORS 227.178(2)(b) or (c).

### Michael C. Robinson

Shareholder

Direct: 503-796-3756

Mobile: 503-407-2578

[mrobinson@schwabe.com](mailto:mrobinson@schwabe.com)

### **Schwabe Williamson & Wyatt**

[Please visit our COVID-19 Resource page](#)

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**From:** Pamela Cole <PCole@cityofsalem.net>  
**Sent:** Tuesday, October 5, 2021 8:57 AM  
**To:** Sam Thomas <samt@lenityarchitecture.com>  
**Cc:** Scott Martin <smconstruction@sendmemail.me>; Robinson, Michael C. <MRobinson@SCHWABE.com>; Jeremy Hill <jeremy@riverbendsalem.com>; Lee Gwyn <lee@lenityarchitecture.com>; Roland Boschmann <rolandb@lenityarchitecture.com>; Steven Ward P.E. <sward@westech-eng.com>; Olivia Dias <ODias@cityofsalem.net>  
**Subject:** RE: 2499 Wallace Rd - Riverbend Apartments - Completeness Letter / Additional Supporting Information

We are preparing to mail the notice/request for comments.

Based on materials received through September 21, 2021, six Class 2 Adjustments have been requested.

When the original application was submitted, the base fee for Class 2 Adjustments was \$1367, with an additional charge of \$200 for each adjustment beyond the first. The original base fee of \$1767 that you paid was sufficient to cover three adjustments. An additional fee of \$600 has been billed on 21-106130-ZO for the three additional adjustments, and payment is due.

**Sec. 300.210. - Application submittal.**

(a) Land use applications shall be submitted on forms prescribed by the Planning Administrator. A land use application shall not be accepted in partial submittals. All of the following must be submitted to initiate completeness review under SRC [300.220](#). All information supplied on the application form and accompanying the application shall be complete and correct as to the applicable facts.

(14) Payment of the applicable application fee(s) pursuant to SRC [110.090](#)

I received notice on September 27 of your request to deem the application complete as of September 21 and could not determine the applicable adjustment fee until I had reviewed the materials submitted through September 21. Therefore, I would respectfully request a 14-day extension to the 120-day deadline.

Thanks.

**Pamela Cole**

*Planner II*

City of Salem | Community Development Department

555 Liberty St SE, Suite 305, Salem OR 97301

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**From:** Pamela Cole

**Sent:** Monday, September 27, 2021 12:43 PM

**To:** Sam Thomas <[samt@lenityarchitecture.com](mailto:samt@lenityarchitecture.com)>

**Cc:** Scott Martin <[smconstruction@sendmemail.me](mailto:smconstruction@sendmemail.me)>; Robinson, Michael C. <[MRobinson@SCHWABE.com](mailto:MRobinson@SCHWABE.com)>; Olivia Dias <[ODias@cityofsalem.net](mailto:ODias@cityofsalem.net)>; Jeremy Hill <[jeremy@riverbendsalem.com](mailto:jeremy@riverbendsalem.com)>; Lee Gwyn <[lee@lenityarchitecture.com](mailto:lee@lenityarchitecture.com)>; Roland Boschmann <[rolandb@lenityarchitecture.com](mailto:rolandb@lenityarchitecture.com)>; Steven Ward P.E. <[sward@westech-eng.com](mailto:sward@westech-eng.com)>

**Subject:** RE: 2499 Wallace Rd - Riverbend Apartments - Completeness Letter / Additional Supporting Information

We will process the application with the information received through September 21, 2021.

Thanks.

**Pamela Cole**

*Planner II*

City of Salem | Community Development Department

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**From:** Sam Thomas <[samt@lenityarchitecture.com](mailto:samt@lenityarchitecture.com)>

**Sent:** Tuesday, September 21, 2021 4:36 PM

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

**Cc:** Scott Martin <[smconstruction@sendmemail.me](mailto:smconstruction@sendmemail.me)>; Robinson, Michael C. <[MRobinson@SCHWABE.com](mailto:MRobinson@SCHWABE.com)>; Jeremy Hill <[jeremy@riverbendsalem.com](mailto:jeremy@riverbendsalem.com)>; Lee Gwyn <[lee@lenityarchitecture.com](mailto:lee@lenityarchitecture.com)>; Roland Boschmann <[rolandb@lenityarchitecture.com](mailto:rolandb@lenityarchitecture.com)>; Steven Ward P.E. <[sward@westech-eng.com](mailto:sward@westech-eng.com)>

**Subject:** 2499 Wallace Rd - Riverbend Apartments - Completeness Letter / Additional Supporting Information

Good Afternoon Pamela,

Please see attached incomplete response letter, revised written statement, and supporting documentation. We wish to have this application continue to be processed with the information attached. All attached documents have been uploaded to the PAC portal as well.

Thanks,

Sam Thomas

Senior Land Use Specialist



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