

## Jamie Donaldson

---

**From:** Brandie Dalton <BDalton@mtengineering.net>  
**Sent:** Tuesday, February 21, 2023 8:00 AM  
**To:** Jamie Donaldson; John Eld  
**Cc:** Laurel Christian  
**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Jamie,

At this time, we would like to request a **30-day time extension to the 120-day** State Mandated Decision Date for Titan Hill project.

Thank you,

Brandie Dalton  
Land-Use Planner  
Multi/Tech Engineering Services, Inc  
1155 SE 13<sup>th</sup> Street  
Salem, Oregon 97302  
(503) 363-9227

---

**From:** Jamie Donaldson <JDonaldson@cityofsalem.net>  
**Sent:** Friday, February 17, 2023 9:13 AM  
**To:** Brandie Dalton <BDalton@mtengineering.net>; John Eld <JEld@livebsl.com>  
**Cc:** Laurel Christian <LChristian@cityofsalem.net>  
**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Brandie,

Can you please submit the 30-day extension to the 120-days due to the delay in receiving all items required for noticing.

In addition, Public Works has commented that the Storm Report makes multiple references to appendices where there are none attached to the report. Please include all relevant appendices for the Storm Report.

Thank you,

**Jamie Donaldson**

*Planner II*

City of Salem | Community Development Department

555 Liberty St SE, RM 305, Salem, OR 97301

[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net) | 503-540-2328

[Facebook](#) | [Twitter](#) | [YouTube](#) | [CityofSalem.net](http://CityofSalem.net)

**Now Available!** Online submittal of Land Use Applications through the City of Salem Permit Application Center. Register for an account [here](#).

Due to limited staffing, the Planner's Desk has temporary hours: 10-4 Monday-Friday

Questions on Zoning and Sign Permits can be submitted by email to [Planning@cityofsalem.net](mailto:Planning@cityofsalem.net)

---

**From:** Brandie Dalton <[BDalton@mtengineering.net](mailto:BDalton@mtengineering.net)>

**Sent:** Thursday, February 16, 2023 4:35 PM

**To:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>; John Eld <[JEld@livebsl.com](mailto:JEld@livebsl.com)>

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

**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Jamie and John,

The plan sets have been uploaded to PAC Folder 22-119071-PLN. I'm gone until Tuesday, but if you need anything else please let Brian Grenz know.

Thank you,

Brandie Dalton  
Land-Use Planner  
Multi/Tech Engineering Services, Inc  
1155 SE 13<sup>th</sup> Street  
Salem, Oregon 97302  
(503) 363-9227

---

**From:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>

**Sent:** Monday, February 13, 2023 12:27 PM

**To:** John Eld <[JEld@livebsl.com](mailto:JEld@livebsl.com)>; Brandie Dalton <[BDalton@mtengineering.net](mailto:BDalton@mtengineering.net)>

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

**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Hi John,

Thanks for the update, I will add Brandie to the case folder. I believe Laurel had asked for some items earlier in this thread as well; I'm not aware if some of those items have been submitted, so I will let her comment on that.

As far as Mark being gone now, who should I update the contact for Linwood to as well? I was getting ready to release an incomplete letter to Mark on that this week.

Thank you,

**Jamie Donaldson**

*Planner II*

City of Salem | Community Development Department  
555 Liberty St SE, RM 305, Salem, OR 97301

[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net) | 503-540-2328

[FaceBook](#) | [Twitter](#) | [YouTube](#) | [CityofSalem.net](http://CityofSalem.net)

**Now Available!** Online submittal of Land Use Applications through the City of Salem Permit Application Center. Register for an account [here](#).

Due to limited staffing, the Planner's Desk has temporary hours: 10-4 Monday-Friday

Questions on Zoning and Sign Permits can be submitted by email to [Planning@cityofsalem.net](mailto:Planning@cityofsalem.net)

---

**From:** John Eld <[JEld@livebsl.com](mailto:JEld@livebsl.com)>

**Sent:** Monday, February 13, 2023 12:21 PM

**To:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>; Brandie Dalton <[BDalton@mtengineering.net](mailto:BDalton@mtengineering.net)>

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

**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Hi Jamie,

Mark is no longer with Bonaventure, so Brandie with Multitech is going to be helping us complete the process. I just want to be clear, you just need updated elevations and a 30-day extension? Or is there anything else you need?

**Thank You,**

**John Eld**

*Director of Development*

**Bonaventure®**

[BonaventureSenior.com](http://BonaventureSenior.com)

3425 Boone Road SE | Salem, OR 97317

W: [503 373 3161](tel:5033733161) | C: [541 274 0923](tel:5412740923) | [JEld@livebsl.com](mailto:JEld@livebsl.com),

[LINKEDIN](#) | [FACEBOOK](#) | [TWITTER](#) | [PINTEREST](#) | [YOUTUBE](#)

---

**From:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>

**Sent:** Monday, February 13, 2023 9:24 AM

**To:** Mark Lowen <[MLowen@livebsl.com](mailto:MLowen@livebsl.com)>

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

**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Hi Mark,

We've lost almost 3 weeks on this decision since it was requested to be deemed complete. Please provide a 30-day extension to the 120-day deadline, and provide the required documentation for noticing as soon as possible.

Please let me know if you have any questions.

Thank you,

**Jamie Donaldson**

*Planner II*

City of Salem | Community Development Department

555 Liberty St SE, RM 305, Salem, OR 97301

[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net) | 503-540-2328

[FaceBook](#) | [Twitter](#) | [YouTube](#) | [CityofSalem.net](http://CityofSalem.net)

**Now Available!** Online submittal of Land Use Applications through the City of Salem Permit Application Center. Register for an account [here](#).

Due to limited staffing, the Planner's Desk has temporary hours: 10-4 Monday-Friday

Questions on Zoning and Sign Permits can be submitted by email to [Planning@cityofsalem.net](mailto:Planning@cityofsalem.net)

---

**From:** Mark Lowen <[MLowen@livebsl.com](mailto:MLowen@livebsl.com)>  
**Sent:** Wednesday, February 1, 2023 7:54 AM  
**To:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>  
**Cc:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>  
**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Thanks Jamie,

I'll get our design team working on it.

*Thank you,*

*Mark Lowen  
Project Manager*

**Bonaventure®**

[BonaventureSenior.com](http://BonaventureSenior.com)

3425 Boone Road SE | Salem, OR 97317

C: 503-586-4104 / W: 503 480 3151

[mlowen@livebsl.com](mailto:mlowen@livebsl.com)

[LINKEDIN](#) | [FACEBOOK](#) | [TWITTER](#) | [PINTEREST](#) | [YOUTUBE](#)

---

**From:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>  
**Sent:** Tuesday, January 31, 2023 5:11 PM  
**To:** Mark Lowen <[MLowen@livebsl.com](mailto:MLowen@livebsl.com)>  
**Cc:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>  
**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Hi Mark,

I also need updated elevations for all buildings. It seems like a few were changed and there is an increase to the total number of units, so new elevations need to be submitted that reflect the new buildings/units proposed as part of the Design Review application. Elevations need to be attached during the commenting period to avoid having to re-notice later, so please upload those at your earliest convenience so we can prepare the notice appropriately.

Thank you,

**Jamie Donaldson**  
*Planner II*  
City of Salem | Community Development Department  
555 Liberty St SE, RM 305, Salem, OR 97301  
[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net) | 503-540-2328  
[FaceBook](#) | [Twitter](#) | [YouTube](#) | [CityofSalem.net](http://CityofSalem.net)

**Now Available!** Online submittal of Land Use Applications through the City of Salem Permit Application Center. Register for an account [here](#).

Due to limited staffing, the Planner's Desk has temporary hours: 10-4 Monday-Friday

Questions on Zoning and Sign Permits can be submitted by email to [Planning@cityofsalem.net](mailto:Planning@cityofsalem.net)

---

**From:** Mark Lowen <[MLowen@livebsl.com](mailto:MLowen@livebsl.com)>  
**Sent:** Monday, January 30, 2023 10:48 AM  
**To:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>  
**Cc:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>  
**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Thanks Laurel,

We are working on getting this approved to move forward at our office.

I should have this resolved this week.

*Thank you,*

*Mark Lowen  
Project Manager*

**Bonaventure®**

[BonaventureSenior.com](http://BonaventureSenior.com)

3425 Boone Road SE | Salem, OR 97317

C: 503-586-4104 / W: 503 480 3151

[mlowen@livebsl.com](mailto:mlowen@livebsl.com)

[LINKEDIN](#) | [FACEBOOK](#) | [TWITTER](#) | [PINTEREST](#) | [YOUTUBE](#)

---

**From:** Laurel Christian <[LChristian@cityofsalem.net](mailto:LChristian@cityofsalem.net)>  
**Sent:** Monday, January 30, 2023 10:46 AM  
**To:** Mark Lowen <[MLowen@livebsl.com](mailto:MLowen@livebsl.com)>  
**Cc:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>  
**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Good morning Mark,

Just checking on this request. I would like to start our secondary review but need the entire REV02 set.

In addition, I have been made aware that the payment for the TSP amendment is still outstanding, and so PW has not began processing that application. For the decision on the Subdivision/SPR, the findings will be much cleaner if we can state that we are actively processing a request for an amendment and there is staff support but the amendment is pending council approval. It looks like our admin staff sent you an invoice on 1/10/23. Can you let me know the status of this, please?

Thanks!

-Laurel Christian | 503-588-6211 ext.7445

**From:** Laurel Christian  
**Sent:** Thursday, January 26, 2023 8:56 AM  
**To:** Mark Lowen <[MLowen@livebsl.com](mailto:MLowen@livebsl.com)>  
**Cc:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>  
**Subject:** RE: Titan Hill Plan Sheets - 22-119071-PLN

Also to note: I just realized there is not a stormwater sheet in the index list. I do not have a stormwater REV02 plan sheet.

Thanks!

-Laurel Christian | 503-588-6211 ext.7445

**From:** Laurel Christian  
**Sent:** Thursday, January 26, 2023 8:54 AM  
**To:** Mark Lowen <[MLowen@livebsl.com](mailto:MLowen@livebsl.com)>  
**Cc:** Jamie Donaldson <[JDonaldson@cityofsalem.net](mailto:JDonaldson@cityofsalem.net)>  
**Subject:** Titan Hill Plan Sheets - 22-119071-PLN

Hi Mark,

I tried to weed through the revised documents that you uploaded last week and seem to be missing some of the sheets. The previous set was labeled using Sheet 101, Sheet 102, etc. and the revised set is labeled sing SDR, SDR2, etc. I don't have a cover sheet for the current set, so I marked up a previous coversheet with what I have and what I think is missing.

Please upload at your convenience.

Thanks!

SHEET INDEX		
SHEET 101	COVER SHEET	No REV02 Coversheet
SHEET 102	LOT SITE PLAN	Submitted. Labeled SDR
SHEET 201	EXISTING CONDITIONS AND DEMOLITION PLAN	Not in REV02
SHEET 202	UGA	Not in REV02
SHEET 301	UTILITY PLAN NORTH	Submitted. Sheets labeled SDR13, SDR14 (there are 2
SHEET 302	UTILITY PLAN SOUTH	SDR14 sheets), SDR15, SDR16, SDR17, SDR18
SHEET 401	STREET IMPROVEMENTS	_____ A ST.
SHEET 402	STREET IMPROVEMENTS	_____ B ST. & C ST. No street sheets in REV02
SHEET 403	STREET IMPROVEMENTS	_____ LANDAGGARD DR. NW
SHEET 404	LOT GRADING PLAN	Submitted. There are 4 grading sheets labeled SDR12
SHEET 501	LOT DIMENSIONS AND SIDEWALK PLAN	Not in REV02
SHEET 502	TREE CONSERVATION PLAN	
SHEET 503	TREE CONSERVATION PLAN	
SHEET 504	TREE CONSERVATION PLAN	Submitted. Sheets
SHEET 505	TREE CONSERVATION PLAN	labeled SDR3, SDR4,
SHEET 506	TREE CONSERVATION PLAN	SDR5, SDR6, SDR7

**Laurel Christian**  
*Development Services Planner II*  
City of Salem | Public Works Department  
555 Liberty St SE, Suite 325, Salem OR 97301-3515

[Lchristian@cityofsalem.net](mailto:Lchristian@cityofsalem.net)

Office: 503-588-6211 ext.7445

[Facebook](#) | [Twitter](#) | [YouTube](#) | [CityofSalem.net](http://CityofSalem.net)

