

EXHIBIT PC-2

COMPLETENESS LETTER

FILE NO.: CUP-12-04/DR-12-14/MISC-12-10/WA-12-03/WR-12-01

REQUEST: Conditional Use, Class II Design Review, Class II Parks Design Review, Flood Management Area (FMA), Water Resources Area (WRA), and Willamette River Greenway (WRG) approval to install a 42-inch raw water pipe (RWP) and 48-inch finished water pipe (FWP) in the City of West Linn.



City of West Linn

August 14, 2012

Eric Day
Senior Planner, City of Lake Oswego
4101 Kruse Way
Lake Oswego, OR 97035

Mr. Eric Day:

Thank you for your prompt response to our determination of incompleteness regarding your proposal to construct raw- and finished-water pipelines in West Linn (Planning File No. CUP-12-04). Our determination of incompleteness was based upon:

1. Multiple CDC Sections requiring that the applicant illustrate the location of easements on the site plan;
2. Insufficient information regarding coordination with affected utility providers (55.100(M)); and,
3. The absence of the ordinary low water line from your site plan, as required per CDC Section 28.120(B)(9).

Your response to our determination included revised Figures 14, 27, and 32, illustrating the ordinary low water line in the project vicinity as well as information regarding your history of coordination with utility providers in the area (memo from Pete Oveson to Eric Day; Lake Oswego-Tigard Land Use Clarifications, dated August 9, 2012). In addition, your response included a request to waive the requirement to show easements on the site plan, and a request to waive the requirement to show, on the site plan, the location and extent of utility relocation.

The Planning Director concurs with your assertion that the illustration of easements provides no additional benefit to our review of your proposal, given the level of detail in your construction management plan outlining access to private properties, and given the unique nature of your proposal to construct a nearly 2-mile long pipeline through the City. Your construction management plan includes the detail necessary to review the application in light of public and private access needs; therefore, the Planning Director agrees to waive this requirement.

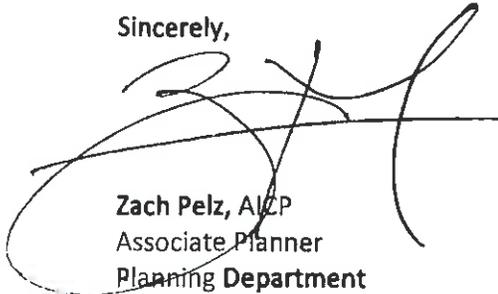
Finally, we understand that because your project is not yet fully designed, it may not be possible to identify the precise location and extent of utilities impacted by the final pipeline alignment. Because the City's Engineering Department will require a finalized design for your pipe during their review of any subsequent public improvement permit, the Planning Director has determined that this detailed information is not necessary at this time to respond to CDC criteria applicable to your proposal. Your site plan, which shows utilities and a generalized pipeline alignment, is sufficient to respond to applicable CDC criteria.

Consequently, your application is hereby deemed **complete**. The City has 120 days to exhaust all local review of your application; that period ends Wednesday, December 12, 2012.

Please be aware that a determination of a complete application does not guarantee a recommendation of approval from staff for your proposal as submitted – it signals that staff believes you have provided the necessary information for the Planning Commission to render a decision on your proposal.

We are determining with our Planning Commission, the best date for which to schedule this project for a public hearing. You will receive written notice of the actual hearing date at least 20 days prior to the hearing. Please do not hesitate to call or email with questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Zach Pelz', written over a horizontal line.

Zach Pelz, AICP
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