



City of  
**West Linn**

January 31, 2013

Pat Duke  
West Linn Public Library  
1595 Burns St.  
West Linn, OR 97068

SUBJECT: DR-13-01/WAP-13-01/VAR-13-01/VAR-13-02/VAR-13-03/VAR-13-04/MISC-13-01

Dear Pat:

The library originally submitted this application on January 3, 2013. Planning and Engineering staff find the application is complete.

As the declaration of completeness is within the first 30 days after submittal (January 31, 2013), the City now has 120 days from this declaration (until May 31, 2013) to exhaust all local review per state statute. In the near future staff will schedule a Planning Commission hearing for this application. At least 20 days before the hearing you will be sent a copy of the hearing notice.

Please contact me at 503-742-8660, or by email at [tsoppe@westlinnoregon.gov](mailto:tsoppe@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tom Soppe".

Tom Soppe  
Associate Planner

c: Peter Spir, Associate Planner

c: Lance Calvert, Public Works Director

c: Sally McLarty, Bolton NA President, 19575 River Rd., #64, Gladstone, OR 97027

P: development review\projects folder\projects 2013\ DR-13-01 library parking lot\comp-DR-13-01