



CITY OF West Linn

June 17, 2016

Lee Leighton
Mackenzie
1515 SE Water Avenue, Suite 100
Portland, OR 97214

SUBJECT: Determination of Completeness for Self Storage Facility (CUP-16-01, et al) at 2400-2450 Willamette Falls Drive

Dear Lee:

On June 16, 2016, the Planning Department received your written request, on behalf of the applicant, that the application be declared complete pursuant to the provisions of ORS 227.178(2) (b). Based on this written request, the **application is now complete**. The City has 120 days to exhaust all local review; that period ends Friday, October 14, 2016.

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 contact me at 503-723-2539, or by email at pspir@westlinnoregon.gov if you have any questions or comments.

Sincerely,

A handwritten signature in blue ink that reads "Peter Spir".

Peter Spir
Associate Planner