



CITY OF West Linn

July 28, 2016

Thomas Corff and Terry Moberly
19328 Towercrest Drive
Oregon City, OR 97045

Michael and Jill Parker
1708 Oak Street
Lake Oswego, OR 97034

SUBJECT: Zone change from R-10 to R-7 (ZC-16-01) at 1943 and 1983 13th Street

Dear Thomas, Terry, Michael, and Jill:

You submitted this application on June 15, 2016. The Planning Department found that the application was incomplete on July 14, 2016.

The Planning Department received your written request, on July 28, 2016, that the application be declared complete pursuant to the provisions of ORS 227.178(2). Based on this written request, the application is now **complete**. The City has 120 days to exhaust all local review; that period ends on November 24, 2016.

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.

A 20-day public notice will be prepared and mailed for a Public Hearing before the Planning Commission on August 17, 2016 for the purpose of making a recommendation to the City Council on the proposal.

Please contact me at 503-722-5512, or by email at dwyss@westlinnoregon.gov if you have any questions or comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "Darren S. Wyss".

Darren Wyss
Associate Planner

Wyss, Darren

From: David Sideras, Principal of SCL/CB <davidsideras@gmail.com>
Sent: Thursday, July 28, 2016 1:42 PM
To: Wyss, Darren
Cc: Terry
Subject: Application

Darren:

This email is in response to the July 14, 2016, completeness determination letter you sent in regards to application ZC-16-01.

PROCESSING OF LAND USE APPLICATION

Pursuant to ORS 227.178(2), the applicant requests that the City deem the application complete as of today based on the written material already provided. No other information will be provided prior to the completeness determination. However, we intend to submit the requested Traffic Impact Analysis prior to the local review and public hearing process, but it is imperative to commence review and set the date of August 17, 2016 for the required public hearing at this time.

Sincerely,

David Sideras, Mgr.
Capital Builders, LLC
as the paid consultant for Thomas Corff and Terry Moberly

POB 19115, Portland, OR 97280-0115

O: [503-892-2955](tel:503-892-2955) F: [503-892-2956](tel:503-892-2956) C: [503-347-8994](tel:503-347-8994)

www.capitalbuilders.biz



Wyss, Darren

From: Terry <tmoberly@hotmail.com>
Sent: Thursday, July 28, 2016 11:32 AM
To: Wyss, Darren
Cc: David Sideras
Subject: Application

Dear Darren,

We wish to assure you that we still wish to continue with the zoning change application process. We will make every attempt to provide you with the traffic impact information that you have requested prior to the mid-August Planning Commission Meeting.

Sincerely,

Thomas Corff and Terry Moberly