



CITY OF West Linn

February 16, 2017

SG Architecture
Kevin Godwin
10940 SW Barnes RD #364
Portland, OR 97225

SUBJECT: DR-17-01 application for Class II Design Review, including Willamette Falls Drive Commercial Design District Review, to construct a new two-story, Commercial building.

Dear Kevin:

You submitted this application on January 3, 2017. The Planning and Engineering Departments found that this application was incomplete on January 27, 2017. All required information was subsequently provided on January 31, 2017 and February 15, 2017. The application has now been deemed **complete**. The city has 120 days to exhaust all local review; that period ends June 10, 2017.

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 Historic Review Board on March 21, 2017 for the purpose of making a recommendation to the Planning Commission on CDC Chapter 58. A tentative date for the Planning Commission public hearing is April 19, 2017.

Please contact me at 503-723-2542, or by email at jarnold@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Jennifer Arnold
Associate Planner