



City of
West Linn

May 24, 2017

Icon Construction
Darren Gusdorf
1980 Willamette Falls Drive #200
West Linn, OR 97068

SUBJECT: DR-17-05 application for Class I Design Review, including Willamette Falls Drive Commercial Design District Review, to replace an existing double window with two doors on and existing Commercial building at 1980 Willamette Falls Drive #120.

Dear Darren:

You submitted this application with all required information on May 23, 2017. The Planning Department found that this application was incomplete on May 24, 2017. The application has now been deemed **complete**. The city has 120 days to exhaust all local review; that period ends September 21, 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 14-day public notice will be prepared and mailed for a Public Hearing before the Historic Review Board on June 20, 2017 for the purpose of making a recommendation to the Planning Manager.

Please contact me at 503-742-6057, or by email at jarnold@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Jennifer Arnold
Associate Planner