



CITY OF
West Linn

July 23, 2018

Tzer En Cheng
18902 Walling Circle
West Linn, OR. 97068

SUBJECT: MIP-17-06 application for two-lot partition at 18902 Walling Circle

Dear Tzer En Cheng:

You submitted this application on December 29, 2017 and it was deemed incomplete. All required information, including a commitment to pay fees in lieu for Willamette Drive improvements, was subsequently provided on July 19, 2018 and the application has now been deemed **complete**. The City has 120 days to exhaust all local review; that period ends November 16, 2018.

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 Director to render a decision on your proposal.

A 20-day public notice will be prepared and mailed. This notice will identify the earliest potential decision date by the Planning Director.

Please contact me at 503-742-6062, 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". The signature is written in a cursive, flowing style.

Peter Spir
Associate Planner