



## CITY OF West Linn

December 18, 2018

Sheila Walker  
The Marylhurst School  
1232 Linn Avenue  
Oregon City, OR 97045

SUBJECT: CUP-18-01/DR-18-04/VAR-18-02/VAR-18-03 application for Conditional Use Permit, Class II Design Review, and two Class II Variances for phased redevelopment and operation of a school at 19915 Old River Drive

Dear Sheila:

You submitted this application on September 11, 2018. The Planning and Engineering Departments found that this application was incomplete on October 9, 2018. All required information was subsequently provided on November 5, 2018 and December 5, 2018. The application has now been deemed **complete**. The city has 120 days to exhaust all local review; that period ends April 4, 2019.

Please be aware that 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. This notice will identify the Planning Commission hearing date.

Please contact me at 503-742-6064, or by email at [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

A handwritten signature in blue ink, appearing to read "Darren Wyss". The signature is fluid and cursive, written over a light blue horizontal line.

Darren Wyss  
Associate Planner