



CITY OF
West Linn

September 3, 2019

Ryan Pfeifer
79 SW Oak Street
Portland, OR 97204

SUBJECT: MIP-19-01/VAR-19-04 application for 2-Lot Minor Partition and Class I Variance for at 2332 Arbor Drive

Ryan:

You submitted this application on April 30, 2019. The Planning and Engineering Departments found that this application was incomplete on May 23, 2019. All required information was subsequently provided on August 15, 2019 and the application has now been deemed **complete**. The city has 120 days to exhaust all local review; that period ends December 13, 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 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 503-742-6064, or by email at dwyss@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Darren Wyss
Associate Planner