



CITY OF
West Linn

April 28, 2021

Terri Waldroff
1800 Blankenship Road, #475
West Linn, OR. 97068

SUBJECT: CUP-21-01/DR-21-01 application for an addition to an existing skilled nursing facility, expansion of an existing Conditional Use Permit and a Class II Variance at 2330 Debok Road.

Dear Ms. Waldroff:

On January 12, 2021, the Planning Department received your application for an addition to an existing skilled nursing facility and expansion of an existing Conditional Use Permit and a Class II Variance. After reviewing the submitted materials, the Planning and Engineering Departments determined that the application was **incomplete**. The following items needed to be addressed:

1. *CDC Chapter 14.070 Dimensional Requirements, Uses Permitted Outright, and Uses Permitted Under Prescribed Conditions*

Please list the approval criteria and submit findings for 14.070 (E)

Please include responses and all measurements for 14.070 (G) Lot Coverage

Please include responses and all measurements for 14.070 (I) Floor Area Ratio

2. *CDC Chapter 44 Fences*

Please list the approval criteria and submit findings for 44.020 (A-B)

Please list the approval criteria and submit findings for 44.040

3. *CDC Chapter 46 Off-Street Parking, Loading, and Reservoir Areas*

Please list the approval criteria and submit findings for 46.060

Please list the approval criteria and submit findings for 46.070

Please list the approval criteria and submit findings for 46.080

Please list the approval criteria and submit findings for 46.090

Please list the approval criteria and submit findings for 46.120

Please list the approval criteria and submit findings for 46.130

Please list the approval criteria and submit findings for 46.150

4. *CDC Chapter 54 Landscaping*

Please list the approval criteria and submit findings for each 54.020 (A-E). With a finding specific to each criteria.

5. *CDC Chapter 55 Design Review*

Please list the approval criteria and submit findings for 55.090 (A.1)

6. *CDC Chapter 99 Procedures for Decision Making: Quasi-Judicial*

Please list the approval criteria and submit findings for 99.038 (A-E). Need to submit a copy of the letter to the NA officers requesting the meeting, the NA meeting minutes, a copy of posted sign or audiotape of the meeting.

On **April 27, 2021** the Planning Department received the remaining information required to complete the application. The application is now deemed to be **complete**. We have 120 days, to complete the process, which ends on **August 25, 2021**.

Please contact me at 503-742-6062, or by email at cmyers@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Chris Myers

Chris Myers
Associate Planner