



# CITY OF West Linn

May 18, 2021

Remo Douglas  
c/o West Linn-Wilsonville School District  
2755 SW Borland Road  
Tualatin, OR 97062

SUBJECT: CUP-21-02/DR-21-04/WRG-21-02/MIS-21-04/VAR-21-01/VAR-21-06/LLA-21-02 Application for a proposed new Athey Creek Middle School at 840 Dollar Street and 945 Dollar street. The application consists of a type II Conditional Use Permit, Willamette and Tualatin River Greenway permit, Design Review, 2 Class I Variances, and a Lot Line Adjustment/Consolidation.

Dear Mr. Douglas:

On March 18, 2021, the Planning Department received the School District's application for a proposed new Athey Creek Middle School at 840 and 945 Dollar Street. 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 34 Accessory Uses  
**Include responses linked to ORS Chapter 571, Nurseries for 34.020**  
**Include all structure and setback measurements for 34.060 (A-B)**
2. CDC Chapter 41 Building Height, Structures on Steep Lots, Exceptions  
**Include all measurements for 41.005 (A)**
3. CDC Chapter 46 Off-Street Parking, Loading, and Reservoir Areas  
**Include number of parking spaces within findings for 46.020 (A)**  
**Include all measurements for 46.020 (D)**
4. CDC Chapter 48 Access, Egress, and Circulation  
**Include street names which access the site for 48.020 (B)**  
**Include all dimensions and measurements for 48.060 (A-G)**
5. CDC Chapter 55 Design Review  
**Provide easement locations, widths, and purposes for 55.120 (E)**  
**Provide street tree plan for 55.070 (D.2.F)**

On **April 30, 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 28, 2021**.

Please contact me at 503-742-6062, or by email at [cmyers@westlinnoregon.gov](mailto:cmyers@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

*Chris J. Myers*

Chris Myers  
Associate Planner