



CITY OF  
**West Linn**

April 30, 2021

Hilary Greene  
2760 York Street  
West Linn, OR 97068

SUBJECT: VAR-21-05 application to construct an 857 square foot addition to the rear of an existing residence located in an R5 zone. A Class I Variance would also be needed to reduce the rear yard setback reduction from 20 feet to 16'-10.75" feet.

Dear Hilary:

You submitted this application on April 15, 2021. The Planning Department has reviewed the submitted materials and has deemed the application is **complete**. The city has 120 days to exhaust all local review; that period ends September 6, 2021.

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 Department to render a decision on your proposal.

Please contact me at 503-742-6057, or by email at [bavila@westlinnoregon.gov](mailto:bavila@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

A handwritten signature in black ink that reads "Betty Avila". The signature is written in a cursive, flowing style.

Betty Avila  
Associate Planner