



CITY OF West Linn

March 10, 2023

Paul H. Roeger
CMT Surveying & Consulting
20330 SE Hwy 212
Damascus, Oregon 97089

SUBJECT: MIP-22-06 Application for a Two-Lot Partition at 2011 13th Street

Dear Mr. Roeger:

The city accepted this application for review on December 21, 2022 and a revised application on February 9, 2023. The Planning and Engineering Departments find the revised application to be **complete** as of March 10, 2023. The city has 120 days to exhaust all local review once an application has been deemed complete; that period ends July 8, 2023.

Please be aware that a 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 503-742-6058, or by email at jfloyd@westlinnoregon.gov if you have any questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "John Floyd", with a long, sweeping underline that extends to the right.

John Floyd
Associate Planner