



CITY OF
West Linn

January 19, 2024

Heather Edmiston
Permit Coordinator
PB2 Architecture + Engineering
2809 Ajax Avenue Suite 100
Rogers, Arkansas 72758

Subject: DR-23-11 Completeness Determination

Dear Applicant:

The application for a Class I Design Review at 19133 Willamette Drive, submitted on December 22, 2023, is deemed complete. The City has up to 120 days to review and decide the application, with a final decision by May 17, 2024.

Please be aware that the determination of a complete application is not an approval of your application. The Completeness Determination means that you have provided the necessary information to review the application.

A Public Notice will be mailed to property owners within 300 feet of the property, the neighborhood association, and relevant agencies. The Notice provides a 14-day public comment period and identifies the earliest date the decision may be made. The City will review and respond to all comments about the project and prepare findings as to whether the application meets the approval criteria of the applicable Community Development Code sections.

The decision for this application will be made by the Planning Manager.

Please contact me at 503-742-6058, or by email at jfloyd@westlinnoregon.gov if you have any questions about the process.

Sincerely,

John Floyd
Senior Planner