



CITY OF  
**West Linn**

September 10, 2024

Gary Alfson  
2890 Coeur D'Alene Drive  
West Linn, OR 97068

SUBJECT: Minor Partition and Class II Variance at 2830 Coeur D Alene Dr (MIP-24-02/VAR 24-05)

Dear Gary Alfson:

Your application submitted on August 1, 2024 was deemed incomplete on 8/29/2024. The requested revised materials and required payment were re-submitted on 9/9/2024. Therefore, the City now deems your application **complete** as of September 9, 2024. The city has up to 120 days to review and decide the application, with a final decision by January 7, 2025.

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 500 feet of the property, the neighborhood association, and relevant agencies. The Notice provides a 20-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 Commission beginning at the regularly scheduled Planning Commission meeting on 11/6/2024.

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

Sincerely,

*A. Gudelj*  
Aaron Gudelj

Associate Planner