



CITY OF  
**West Linn**

October 8, 2024

Christie Architecture  
Attn: Adam Christie  
9532 SW 18<sup>th</sup> Place  
Portland, OR 97219

Subject: DR 24-04 – Design Review for an interior remodel, addition of 143 square feet, parking lot re-configuration, and exterior remodel of an existing commercial building at 2500 Willamette Falls Drive.

Dear Christie Architecture; Adam Christie:

The city accepted this application for review on September 24, 2024. After reviewing the materials submitted the Planning Department finds this application **complete**. The City has 120 days to exhaust local review; that period ends February 5, 2025.

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 Manager to render a decision on your proposal.

A 14-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 503-742-6057, or by email at [agudelj@westlinnoregon.gov](mailto:agudelj@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

*A. Gudelj*

Aaron Gudelj  
Associate Planner