



CITY OF  
**West Linn**

December 12, 2024

Tom Watton  
Watton Design Works Inc.  
1880 Willamette Falls Drive, Suite 200-D  
West Linn, OR 97068

SUBJECT: Expansion of a Non-Conforming Structure at 2195 5<sup>th</sup> Avenue (MISC-24-04)

Mr. Watton,

Your application submitted on December 4, 2024, has been deemed **complete**. The city has 120 days to exhaust all local review; that period ends April 11, 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 Director 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 503-742-6064, or by email at [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

Darren Wyss  
Planning Manager