



CITY OF
West Linn

October 27, 2025

David Lawrence
1553 11th Street
West Linn, OR 97068

Subject: CUP-25-01/DR-25-01 Completeness Determination

Dear David:

The City accepted this Conditional Use Permit/Class II Design Review application at 1553 11th Street on July 3, 2025, and determined it was incomplete on August 1, 2025. You submitted responses to the incomplete items and requested the application be deemed **complete** on October 27, 2025. As provided in [ORS 227.178](#), the City must take final action within 120 days, making the final decision due by February 24, 2026.

The application proposes a food cart pod with a new dining building and a taproom in an existing building.

Please note that a completeness determination is not an approval of your application. It only means the City has received the required information and can now begin the review process.

The City will mail a 20-day public notice to property owners within 500 feet of the site, all neighborhood associations, and relevant agencies. The notice will explain how to submit comments and will list the Planning Commission public hearing date set for **November 19, 2025**. All comments received will be reviewed and considered before deciding on whether the application meets the relevant standards in the Community Development Code.

The Planning Commission will make the decision after the hearing. Applicants should attend and present their request to the Commission. Persons with party status may appeal the decision within 14 days from the day the final decision was mailed pursuant to CDC [99.240](#).

Please contact me at 503-742-6064, or by email at dwyss@westlinnoregon.gov if you have any questions about the process.

Sincerely,

A handwritten signature in blue ink that reads "Darren Wyss".

Darren Wyss
Principal Planner