



November 30, 2023

Jorge Flores Garcia
525 Prairie St
Woodburn, OR 97071

RE: Status of SA 23-06 "Flores Residence" at 1600 Tomlin Ave (Tax Lot 051W17BD06100)

Dear Mr. Garcia:

Staff has reviewed the degree of completion of the Street Adjustment (SA) application for the subject property first submitted October 3, 2023, with revised information submitted November 7, and November 29, 2023, and determined it complete as of November 30, 2023. You are receiving this letter in compliance with Oregon Revised Statutes (ORS) [227.178\(2\)](#).

Staff will decide on the application administratively within six weeks; the application will not go to a public hearing before the Planning Commission or the City Council.

Please contact me at (503) 980-2494 or <heidi.hinshaw@ci.woodburn.or.us> with questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Heidi Hinshaw", with a large, stylized flourish extending to the left.

Heidi Hinshaw
Associate Planner

cc: Chris Kerr, Community Development Director
Curtis Stultz, Public Works Director
Dago Garcia, City Engineer
Jim Gibbs, Woodburn Fire Marshal
Melissa Gitt, Building Official
Dan Handel, Planner
Cassandra Martinez, Administrative Specialist
Cole Grube, Project Engineer
Roy Reyes, Project Engineer

file: SA 23-06