



## Notice of Type II Administrative Land Use Decision

Para recibir información en español, póngase en contacto con la División de Planificación al  
503-982-5246.

**File number(s):** SA 23-06  
**Project name:** Flores Residence  
**Date of decision:** January 12, 2023  
**Applicant:** Jorge Flores  
**Landowner:** Jorge & Erika Flores  
**Site location:** 1600 Tomlin Ave.  
**Tax Lot:** 051W17BD06100  
**Decision:** Approved with Conditions

The applicant applied for an exception to the street right-of-way (ROW) dedication along the Christiansen Avenue frontage of this corner lot as Street Adjustment (SA) 23-06. Instead, the applicant proposed to grant a 10-foot wide streetside public utility easement (PUE) (that excludes the corner of an existing garage) rather than the typical 5 feet that WDO 3.02.01B requires.

City staff reviewed and approved this Type II application package. Because a Type II land use review is an administrative decision, no public hearing is required or to be held. This double-sided notice of final decision by staff is the only notice the Planning Division will issue to necessary parties (i.e., various agencies) and owners of property within 250 feet of the boundary of the subject property, per Woodburn Development Ordinance (WDO) 4.01.14A.1.

A copy of the application with all supporting materials is available for inspection at no cost, and a copy will be provided at a reasonable cost, at Woodburn City Hall (270 Montgomery Street, Woodburn, OR 97071). Additionally, the Staff Report / Final Decision document can be accessed online via the Planning Division's Current Projects webpage: [Street Adjustment SA 23-06 1600 Tomlin AVE NSFD | Woodburn, Oregon \(woodburn-or.gov\)](#). If you have any questions, please contact the planner assigned to this project: Heidi Hinshaw, 503-980-2491 or [heidi.hinshaw@ci.woodburn.or.us](mailto:heidi.hinshaw@ci.woodburn.or.us).



**Expiration:**

A final decision on any application shall expire within three years of the date of the final decision unless:

1. A building permit to exercise the right granted by the decision has been issued;
2. The activity approved in the decision has commenced; or
3. A time extension, per WDO 4.02.05, has been approved.

**Appeal Rights:**

This decision is final unless appealed to the Woodburn City Council. An appeal stays a decision until the conclusion of the appeals process. A notice of intent to appeal must be received in writing, with the appropriate appeal fee, by the Director within 12 days from the date this notice was mailed. Appeals must comply with the requirements of Section 4.02.01 of the Woodburn Development Ordinance (WDO).

**Date of Mailing:** January 22, 2024