

December 20, 2023

Bob Pardee
Gallant Construction
P.O. Box 181
Banks, OR 97106

Sent via Email to Bob.Pardee@GoGallant.com

Re: Complete Notice – DR223-0006 (200 N Elliot Road)

Dear Applicant,

This letter is to inform you that the above referenced application for a Type II design review of a proposed covered storage building at Parr Lumber Yard is deemed **complete**. Application materials were submitted on October 30, 2023, and additional materials were submitted on December 12, 2023. The application will be routed for the 15-day agency review and referral period and a decision will be issued within 60 days.

Type II project review requires public noticing and a 14-day public comment period prior to the decision, pursuant to adopted procedures in the Newberg Municipal Code. Attached you will find your neighborhood mailer and sign posting. Please add the missing highlighted dates to the mailer and submit a final copy to me with your affidavit of noticing.

A waterproof posted notice sign which measures a minimum of two feet by three feet must be placed on each frontage of the property along E Hancock Street, N Elliot Road, and E Hayes Street. If possible, the posted notices should be posted within 10 feet of a street lot line and will be visible to pedestrians and motorists in clear view from the public right-of-way. The notice posted may not be posted in a public right-of-way or on trees.

Please send out the public notice no later than February 4, 2024. Within two days of completing the mailing and sign posting, please return the attached affidavit.

Please feel free to contact me at james.dingwall@newbergoregon.gov or 505-554-7764 if you have any further questions.

Regards,

A handwritten signature in blue ink that reads "James Dingwall".

James Dingwall, Assistant Planner
City of Newberg, Community Development Department