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April 6, 2015

City of Tualatin
Attention: Clare Fuchs
18880 SW Martinazzi Avenue
Tualatin, OR 97062-7092

Re: **Koch Corporate Expansion**
Tualatin AR-15-5
Project Number 2140561.00 and 2140559.00

Dear Ms. Fuchs:

This letter is in response to your notice of incomplete application dated April 3, 2015, for the Koch Corporate AR application. The items below are listed in the same order as they appear in your letter.

1. A revised application has been submitted with Eric Sporre's signature as both the applicant and property owner. A letter of authorization showing that Mr. Sporre has the authority to sign is also included.
2. Three paper copies of the certification of application have been submitted along with a revised CD that includes this document.
3. Color plans, size 24 x 36, showing materials and building elevations are included with this resubmittal.
4. The landscape architect for Koch is Harold S. Beighley and Associates, Inc. Their address is 12840 NW Cornell Road, Portland, OR 97229. They can be reached by phone at 503-643-4796 or via email at anne@bai-la.org.

With this updated and additional information, we believe the application is complete, and we look forward to obtaining a staff report and presenting the development to the Architectural Review Board for approval. If you have any questions or require any additional information, please do not hesitate to contact me.

Sincerely,



Mark Person, AICP
Planner

Enclosure(s): Revised application
Three copies of the certification of application
Three copies of updated color plans (24 x 36)
CD with updated submittal information

c: Matt Oyen - PacTrust
Adam Solomonson, Dennis Woods, Suzannah Stanley – Mackenzie



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