Major Alteration and Addition Neighborhood Notice Certification Form

To determine if your project is a "Major Alteration or Addition" and subject to these notification and delay requirements, please visit the Bureau of Development Services (BDS) Major Residential Alteration or Addition webpage (*www.portlandoregon.gov/bds/mraa*), visit the Development Service Center (*www.portlandoregon.gov/bds/dsc*) or call (503) 823-7300.

All information required on this form must be completed and the 35-day delay notification period must have elapsed in order for the permit to be issued.

1 Emailed Notification to Recognized Organizations

Notice must be emailed to the Neighborhood Association and District Coalition whose boundaries include the site. For the name and email address of the Neighborhood Association and District Coalition, contact the Office of Neighborhood Involvement (ONI) at 503-823-4519 or *http://www.portlandoregon.gov/oni/28386*.

Attach a copy of the email sent to the Neighborhood Association and Neighborhood Coalition with this form as proof of the notice content. List below all names and email addresses of all Neighborhood Association and Coalition representatives that receive the notification, and the date the notifications were emailed.

Name of Organization	Name of person emailed	Email address	Date emailed
Arnold Creek Neighborhood association	Land Use Committee Chair Nancy Mattson	landusechair@arnoldcreek.org	10/28/22

The email to the recognized organizations must contain at least the following information:

- Notice that an application for a major alteration or addition has been or will be submitted to the Bureau of Development Services;
- The date the application was filed, if applicable (if an application has not yet been filed, omit this information);
- A general description of the proposed alteration or addition;
- Notice that there is a delay period of 35 days from the date the notice is sent; and
- The contact information of the applicant.

❷ Posted Notice to Surrounding Properties

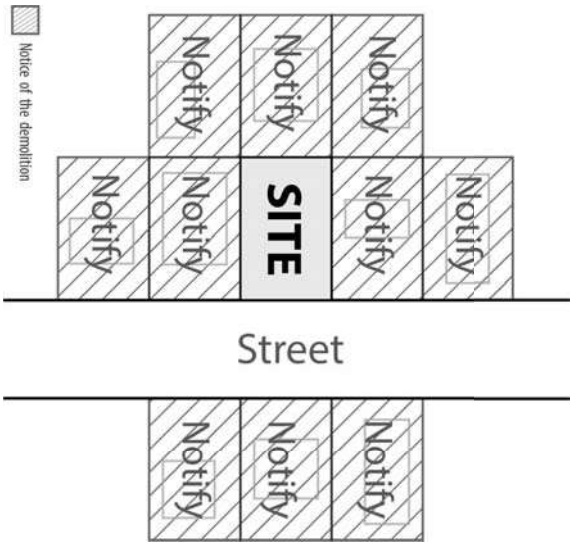
Notice must be posted (by using door hangers provided by BDS) on all the properties abutting or across the street from the site of the project (see example diagram below). Include a copy of the completed door hanger with this form. List below the addresses of all properties that received the notification, and the date the notifications were posted. Do not leave any part of the door hanger blank or re-notification may be required. Door hangers may be downloaded and printed from the BDS website (*www.portlandoregon.gov/bds/article/522383*).

Note: Your permit cannot be issued until 35 days have elapsed from your posting date below.

Addresses of properties notified and date:

Address	Date Posted
12646 SW Boones Ferry Rd, Lake Oswego, OR 97034	10/27/2022
12708 Boones Ferry Rd, Lake Oswego, OR 97035	10/27/2022
12747 SW 22nd Ave, Lake Oswego, OR 97034	10/27/2022
2335 Oswego Glen Ct, Lake Oswego, OR 97034	10/27/2022
12740 Boones Ferry Rd, Lake Oswego, OR 97035	10/27/2022
12826 Boones Ferry Rd, Lake Oswego, OR 97035	10/27/2022
12802 Boones Ferry Rd, Lake Oswego, OR 97035	10/27/2022
3 Monroe Pkwy, Unit Z, Lake Oswego, OR 97035	10/27/2022
2808 Boones Ferry Rd, Lake Oswego, OR 97035	10/27/2022
12806 Boones Ferry Rd, Lake Oswego, OR 97035	10/27/2022

Provide door hangers to all properties abutting or across the street from your site. This includes residential and/or commercial properties. Using *www.portlandmaps.com* can provide a good visual reference for properties within that area. See the figure below.



The last part of this form must be signed by the owner and list the name of the owner's representative (if any) who performed the notification on the owner's behalf. If a representative was used, the representative must also sign below.

With my signature below, I attest that the above information is true and accurate. I understand incomplete or inaccurate information may result in the delay of my building permit application with the Bureau of Development Services being approved to issue.

Property Owner Name Theo Cirstean

Property Owner Signature Cirstean Theo

Mailing Address 12714 Boones Ferry Rd

City Lake Oswego State OR Zip Code 97035

Telephone (Contact Number) (971) 678-6930 Email theolinu@icloud.com

I, (property owner) Theo Cirstean authorized my representative (name of representative) Theo Cirstean to perform the required neighborhood notification for me.

Owner's Representative Name Theo Cirstean

Owner's Representative Signature Cirstean Theo

Mailing Address 12714 Boones Ferry Rd

City Lake Oswego State OR Zip Code 97035

Telephone (Contact Number) (971) 678-6930 Email theolinu@icloud.com