



CITY OF  
**West Linn**

March 20, 2024

Historic Willamette Investments, LLC  
Attn: Austin Walker  
29100 Town Center Loop W Suite 230  
Wilsonville, OR. 97070

Subject: DR-24-01 Completeness Determination

Dear Applicant:

The application for a Class II Design Review at 1595 Willamette Falls Drive, submitted on February 22, 2024, is deemed complete. The City has up to 120 days to review and decide the application, with a final decision by July 18, 2024.

Please be aware that the determination of a complete application is not an approval of your application. The Completeness Determination means that you have provided the necessary information to review the application.

A Public Notice will be mailed to property owners within 500 feet of the property, the neighborhood association, and relevant agencies. The Notice provides a 20-day public comment period and identifies the earliest date the decision may be made. The City will review and respond to all comments about the project and prepare findings as to whether the application meets the approval criteria of the applicable Community Development Code sections.

The decision for this application will be made by the Planning Manager.

Please contact me at 503-742-6062, or by email at [cmyers@westlinnoregon.gov](mailto:cmyers@westlinnoregon.gov) if you have any questions about the process.

Sincerely,

*Chris J. Myers*

Chris Myers  
Associate Planner