



CITY OF  
**West Linn**

March 19, 2026

Mill Creek Residential Trust  
Attn: Chad Encinas  
720 Washington Street, STE 720  
Portland, OR 97205

Subject: DR-25-04/LLA-25-02 Completeness Determination

Dear Mr. Encinas:

The City received a letter (attached) from your representative, Harper Houf Peterson Righellis Inc., invoking completeness of application DR-25-04/LLA-25-02 via ORS 227.178(2)(c). Therefore, the application for a Class II Design Review and Property Line Adjustment to construct 314 new multi-family units and 10,520 sq. ft. of commercial at 2410/2422/2444 Tannler Drive is now **complete**. The City has 120 days to exhaust all local review; that period ends **July 17, 2026**.

Please note that a completeness determination does not indicate approval of your application. It simply means that the necessary information has been submitted to proceed with the application review process.

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 specifies the date of the Planning Commission public hearing (tentatively scheduled for May 6, 2026). The City will review all comments received during this period, respond as necessary, and prepare findings on the applicable Community Development Code approval criteria for Planning Commission review.

Please contact me at 503-742-6064, or by email at [dwyss@westlinnoregon.gov](mailto:dwyss@westlinnoregon.gov) if you have any questions about the process.

Sincerely,

A handwritten signature in blue ink, appearing to read "Darren Wyss".

Darren Wyss  
Principal Planner

March 19, 2026

**City of West Linn Planning Department**

Attn: Darren Wyss, Principal Planner

22500 Salamo Rd.

West Linn, OR 97068

*(Also sent via e-mail)*



**RE: Request to Deem Application Complete – Case file (DR-25-04)  
Tannler Drive Multi-Family**

Dear Darren,

As you know, our firm represents the applicant, Mill Creek Residential Trust regarding the land use application for the project referenced above, originally accepted by the City for review on September 24, 2025.

Pursuant to ORS 227.178(2), we are writing to formally address the status of our application. We believe that we have provided all of the required information in order for the City to find that the application for 314 multi-family units and 10,520 square feet of commercial on the ground floor can feasibly meet or be conditioned to meet the requirements of the Community Development Code.

Pursuant to ORS 227.178(2)(c), we request that the City proceed with the application as currently submitted and deem it complete as of the date of this letter. By deeming the application complete, we understand that the 120-day “land use clock” for a final decision will begin. Furthermore, per ORS 227.178(3)(a), the application remains subject to the standards and criteria in effect at the time of the original submission.

Please confirm receipt of this letter and provide written notification of the final completeness date and the resulting 120-day decision deadline. Please contact me at (503)221-1131 or by e-mail at [bradk@hhpr.com](mailto:bradk@hhpr.com) if you have any questions. Thank you for your time.

Warm regards,

Brad Kilby, AICP

Harper Houf Peterson Righellis, Inc