



March 27, 2025

Reynaldo Regino
Los Tacos Juan
5668 SE Pueblo ST
Hillsboro, OR 97123

RE: Letter of Completeness for DR 24-08, "Los Tacos Juan" at 795 Settlemier, Woodburn, OR 97071
(TLs 051W07CA03100, 3200, 3300)

Dear Mr. Regino:

Thank you for submitting a Design Review (DR) application package on January 16, 2025 and revised materials on February 25, 2025. Staff reviewed the degree of completion of the application package and determined it to be complete as of March 27, 2025. You are receiving this letter in compliance with Oregon Revised Statutes (ORS) [227.178\(2\)](#). Because it is a Type I application package, staff will review and decide administratively; the package will not go to a public hearing before the Planning Commission or City Council. You should expect a Final Decision with Conditions of Approval within two weeks.

Note:

After the Design Review is approved, a **building permit** is required for the shared seating area, regardless of its size, because it will be open to the public. To-scale architectural drawings &/or engineering specifications will be required as part of the building permit process for the covered seating area. These drawings are usually obtained through the manufacturer. For questions regarding the building permit, contact Alyssa Nichols, Permit Technician at 503-980-2432, alyssa.nichols@ci.woodburn.or.us.

Please contact me with questions regarding the Design Review at (503) 980-2494 or Heidi.Hinshaw@ci.woodburn.or.us

Sincerely,

Heidi Hinshaw, Associate Planner

cc: Amarjit Singh, Property Owner
Chris Kerr, Community Development Director
Dago Garcia, City Engineer
Max Rosenthal, Engineering Technician
Jim Gibbs, Woodburn Fire Marshal
Woodburn Code Enforcement