



# CITY OF West Linn

October 10, 2024

JJ Portlock  
TPC Property, LLC  
PO Box 521  
West Linn OR. 97068

Subject: ELD-24-04 Application for an expedited land division to partition 4194 Cornwall Street for a middle housing land division for a detached triplex (3 parcels).

Mr. Portlock,

You submitted an application on September 26, 2024. The Planning and Engineering Departments determined that the application is now **complete** as of October 10, 2024.

The application proposes a SB458 expedited land division for HB2001 middle housing development. Per SB458, the city is required to process the application under the procedures outlined in Oregon Revised Statute 197.360 to 197.380. The city has 63 days to make a decision to approve or deny the application; that period ends December 12, 2024.

Please be aware that a determination of a complete application does not guarantee an approval for your proposal as submitted – it signals that staff believes you have provided the necessary information for the Planning Director to render a decision on your proposal.

A 14-day public notice will be prepared and mailed. This notice will identify the earliest potential decision date by the Planning Director.

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

Respectfully,

*Chris Myers*

Chris Myers  
Associate Planner