



July 18, 2025

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

Subject: ELD-25-05 Application for an expedited land division to partition a 21,119 square foot lot at 3784 Ridgewood Way for a middle housing land division to 3 parcels.

Mr. Portlock,

You submitted revised application materials on July 8, 2025. The Planning and Engineering Departments determined that the application is now **complete** as of July 8, 2025.

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 September 9, 2025.

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 503-742-6057, or by email at [agudelj@westlinnoregon.gov](mailto:agudelj@westlinnoregon.gov) if you have any questions or comments.

Respectfully,

*Aaron Gudelj*

Aaron Gudelj  
Associate Planner