

DEVELOPMENT REVIEW APPLICATION

For Office Use Only		PROJECT No(s). ELD-26-01	PRE-APPLICATION No. n/a
STAFF CONTACT	Aaron Gudelj		
NON-REFUNDABLE FEE(s)	\$4,900	REFUNDABLE DEPOSIT(s)	\$0
			TOTAL \$4,900

Type of Review (Please check all that apply):

<input type="checkbox"/> Annexation (ANX)	<input type="checkbox"/> Final Plat (FP) Related File# _____	<input type="checkbox"/> Subdivision (SUB)
<input type="checkbox"/> Appeal (AP)	<input type="checkbox"/> Flood Management Area (FMA)	<input type="checkbox"/> Temporary Uses (MISC)
<input type="checkbox"/> CDC Amendment (CDC)	<input type="checkbox"/> Historic Review (HDR)	<input type="checkbox"/> Time Extension (EXT)
<input type="checkbox"/> Code Interpretation (MISC)	<input type="checkbox"/> Lot Line Adjustment (LLA)	<input type="checkbox"/> Right of Way Vacation (VAC)
<input type="checkbox"/> Conditional Use (CUP)	<input type="checkbox"/> Minor Partition (MIP)	<input type="checkbox"/> Variance (VAR)
<input type="checkbox"/> Design Review (DR)	<input type="checkbox"/> Modification of Approval (MOD)	<input type="checkbox"/> Water Resource Area Protection/Single Lot (WAP)
<input type="checkbox"/> Tree Easement Vacation (MISC)	<input type="checkbox"/> Non-Conforming Lots, Uses & Structures	<input type="checkbox"/> Water Resource Area Protection/Wetland (WAP)
<input checked="" type="checkbox"/> Expedited Land Division (ELD)	<input type="checkbox"/> Planned Unit Development (PUD)	<input type="checkbox"/> Willamette & Tualatin River Greenway (WRG)
<input type="checkbox"/> Extension of Approval (EXT)	<input type="checkbox"/> Street Vacation	<input type="checkbox"/> Zone Change (ZC)

Pre-Application, Home Occupation, Sidewalk Use, Addressing, and Sign applications require different forms, available on the website.

Site Location/Address: 2075 Ostman Road, West Linn, OR 97068	Assessor's Map No.: 2-1E-34DD
	Tax Lot(s): 2500
	Total Land Area: 14,169 sq.ft.

Brief Description of Proposal:

Middle Housing Land Division of Tax Lot 2500 to create two parcels for detached duplex units.

Applicant Name* : The Portlock Company	Phone: 425-829-1566
Address: 6105 W. A Street, Suite B	Email: jportlock@theportlockco.com
City State Zip: West Linn, OR 97068	
Owner Name (required): The Portlock Company	Phone: 425-829-1566
Address: 6105 W. A Street, Suite B	Email: jportlock@theportlockco.com
City State Zip: West Linn, OR 97068	
Consultant Name: Ken Sandblast / Westlake Consultants, Inc.	Phone: 503-684-0652
Address: 15115 SW Sequoia Parkway, # 150	Email: ksandblast@westlakeconsultants.com
City State Zip: Tigard, OR 97224	

1. Application fees are non-refundable (excluding deposit). Applications with deposits will be billed monthly for time and materials above the initial deposit. ***The applicant is financially responsible for all application costs.**
2. All information provided with the application is considered a public record and subject to disclosure.
3. The owner/applicant or their representative should attend all public hearings related to the application.
4. A decision may be reversed on appeal. The decision will become effective once the appeal period has expired.
5. Submit this form, application narrative, and all supporting documents as a single PDF through the web page:
<https://westlinnoregon.gov/planning/submit-land-use-application>

The undersigned property owner authorizes the application and grants city staff the **right of entry** onto the property to review the application. The applicant and owner affirm that the information provided in this application is true and correct. Applications with deposits will be billed monthly for time and materials incurred above the initial deposit. The applicant agrees to pay additional billable charges.


 Applicant's signature

 1/5/26
 Date


 Owner's signature (required)

 1/5/26
 Date



Planning | Engineering | Surveying

Expedited Land Division for Middle Housing

**2075 Ostman Road, West Linn
Tax Map 21E34DD, Tax Lot 2500**

Prepared for:

**The Portlock Company
6105 W. A Street, Suite B
West Linn, OR 97068**

Prepared by:

**Westlake Consultants, Inc.
15115 SW Sequoia Parkway, Suite 150
Tigard, OR 97224**

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Project Summary	3
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LIST OF EXHIBITS

- A. Partition Application**
- B. Assessor's Tax Map 2-1E-34DD**
- C. Preliminary Engineering Plan Set**
- D. Service Provider Letter - TVFR**

APPLICATION AND SUBJECT PROPERTY SUMMARY

SUBJECT PROPERTY: Tax Map 21E34DD, Tax Lot 2500

PROPERTY LOCATION: 2075 Ostman Road
West Linn, OR 97068

PROPOSAL: Expedited Land Division (ELD) to partition one lot to create two parcels for Middle Housing detached duplex units.

LOT SIZE: TL 2500: 14,169 sf

ZONING DESIGNATION: Residential, R-10

APPLICANT / PROPERTY OWNER: The Portlock Company
6105 W. A Street, Suite B
West Linn, OR 97068
Phone: 425-829-1566
Email: jportlock@theportlockco.com

APPLICANT'S REPRESENTATIVE: Ken Sandblast, AICP
Westlake Consultants, Inc.
15115 SW Sequoia Parkway, Suite 150
Tigard, OR 97224
Phone: 503-684-0652
Email: ksandblast@westlakeconsultants.com

**Middle Housing 2-Parcel Partition
2075 Ostman Road, West Linn**

PROJECT SUMMARY

The subject property is located at 2075 Ostman Road, West Linn, identified as Tax Lot 2500 of Tax Map 21E34DD. The site is zoned R-10. This application proposes a partition of the site into two parcels through the Expedited Land Division (ELD) process. Development of the parcels will include construction of Middle Housing detached duplex units, with one unit on each parcel. Separate driveway access to each parcel will be provided from Ostman Road. Each parcel will have access to existing utilities available from Ostman Road.

EXISTING CONDITIONS

The subject property is approximately 14,169 sq.ft. in size and has unimproved frontage on Ostman Road, a public street. The property is currently occupied by one existing single-family residential home and a shed which are planned for removal. The site slopes gently to the northwest; no significant natural features are located on the site.

LAND USE PERMIT REQUEST:

The Applicant proposes a partition of the subject site into two parcels through the Expedited Land Division process and development Middle Housing detached duplex units, with one unit proposed for each parcel. A right-of-way dedication of 10 feet along the site's frontage is also proposed for the construction of a curb, gutter, sidewalks, and a driveway approach for each parcel.

APPLICABLE STANDARDS FOR MIDDLE HOUSING LAND DIVISION

After reviewing the West Linn *Community Development Code* and *ORS 92.031*, the following sections were found to be applicable to this partition application. The Applicant's responses follow each applicable provision.

Middle Housing Land Division; Conditions of Approval (ORS 92.031)

(1) *As used in this section, "middle housing land division" means a partition or subdivision of a lot or parcel on which the development of middle housing is allowed under ORS 197A.420 (2) or (3).*

(2) *A city or county shall approve a tentative plan for a middle housing land division if the application includes:*

(a) A proposal for development of middle housing in compliance with the Oregon residential specialty code and land use regulations applicable to the original lot or parcel allowed under ORS 197A.420 (5);

RESPONSE: The Applicant is proposing a middle housing land division of one parent lot to create two parcels for the construction of detached duplex units, with one unit to be developed on each parcel. The subject property is zoned R-10 and, per *Section 11.030* of the *West Linn CDC*, detached duplex units are a permitted use in the zone. A preliminary partition plat for the land division is included as Sheet C201 in the attached

Preliminary Engineering Plans, Exhibit C. Compliance with the applicable Oregon Residential Specialty Code regulations will be demonstrated during the Building Permit review process.

As allowed by *ORS 197.758(5)*, the City of West Linn may regulate siting and design of middle housing units, including standards such as setbacks, lot coverage and building height. These and other applicable siting and design standards will also be reviewed through the building permit process.

(b) Separate utilities for each dwelling unit;

RESPONSE: As illustrated in the submitted Composite Utility Plan (Sheet C400 of Exhibit C), separate utilities will be provided for each of the proposed parcels. This provision is satisfied.

(c) Proposed easements necessary for each dwelling unit on the plan for:

(A) Locating, accessing, replacing and servicing all utilities;

RESPONSE: There is an existing public utility easement along the frontage of the subject property. That easement will be adequate for access, locating and servicing utility systems. This provision is satisfied.

(B) Pedestrian access from each dwelling unit to a private or public road;

RESPONSE: Each parcel will have direct pedestrian access to Ostman Road, a public street, via an onsite driveway. This provision is met.

(C) Any common use areas or shared building elements;

RESPONSE: The proposed land division for detached duplex units does not create any common use areas or shared building elements. This provision is met.

(D) Any dedicated driveways or parking; and

RESPONSE: Each parcel will be served by a separate, dedicated driveway providing parking area and direct connection to Ostman Road.

(E) Any dedicated common area;

RESPONSE: The proposed land division will not create dedicated common use areas and no easements are required. This provision is met.

(d) Exactly one dwelling unit on each resulting lot or parcel, except for lots, parcels or tracts used as common areas; and

Response: Each of the proposed parcels will contain one dwelling unit. As shown on the submitted preliminary partition plat, Sheet C400 of exhibit C, the proposed land division will not result in any lots, parcels, or tracts for common areas. This provision is satisfied.

(e) Evidence demonstrating how buildings or structures on a resulting lot or parcel will comply with applicable building codes provisions relating to new property lines and, notwithstanding the creation of new lots or parcels, how structures or buildings located on the newly created lots or parcels will comply with the Oregon residential specialty code.

Response: Building setbacks are shown on the attached site plan, Sheet C300 of Exhibit C, demonstrating compliance with the applicable standards of the West Linn CDC. Compliance with the applicable Oregon Residential Specialty Code regulations will be demonstrated during the Building Permit review process.

(3) A city or county may add conditions to the approval of a tentative plan for a middle housing land division to:

- (a) Prohibit the further division of the resulting lots or parcels.*
- (b) Require that a notation appear on the final plat indicating that the approval was given under this section.*

Response: The Applicant acknowledges and understands that the above conditions of approval may be required with the approval of this application.

(4) In reviewing an application for a middle housing land division, a city or county:

- (a) Shall apply the procedures under ORS 197.360 to 197.380.*
- (b) May require street frontage improvements where a resulting lot or parcel abuts the street consistent with land use regulations implementing ORS 197A.420.*
- (c) May not subject an application to approval criteria except as provided in this section, including that a lot or parcel require driveways, vehicle access, parking or minimum or maximum street frontage.*
- (d) May not subject the application to procedures, ordinances or regulations adopted under ORS 92.044 or 92.046 that are inconsistent with this section or ORS 197.360 to 197.380.*
- (e) May allow the submission of an application for a middle housing land division at the same time as the submission of an application for building permits for the middle housing.*
- (f) May require the dedication of right of way if the original parcel did not previously provide a dedication.*

RESPONSE: The Applicant acknowledges and understands this application will be processed according to

the procedures under *ORS 197.360 to 197.380*. Dedication of 10 feet of right-of-way along the Ostman Road frontage of each parcel and the construction of street frontage improvements are proposed through this application.

(5) The type of middle housing developed on the original parcel is not altered by a middle housing land division.

RESPONSE: The development of detached duplex units will not be altered by the proposed middle housing land division. Applicable development standards can be met. This provision is satisfied.

*(6) Notwithstanding *ORS 197A.425 (1)*, a city or county is not required to allow an accessory dwelling unit on a lot or parcel resulting from a middle housing land division.*

RESPONSE: The Applicant acknowledges and understands this provision.

*(7) The tentative approval of a middle housing land division is void if and only if a final subdivision or partition plat is not approved within three years of the tentative approval. Nothing in this section or *ORS 197.360 to 197.380* prohibits a city or county from requiring a final plat before issuing building permits.*

RESPONSE: The Applicant acknowledges and understands that this application is void if the final plat is not approved within three years of the tentative approval.

Conclusion

This application provides substantial evidence demonstrating that the proposed Middle Housing Land Division satisfies all applicable standards of the *Oregon Revised Statutes Chapter 92* and the *West Linn Community Development Code*. The Applicant respectfully requests approval of this 2-parcel Middle Housing Land Division application.

PRELIMINARY PLANS FOR OSTMAN PARTITION

WEST LINN, OREGON



VICINITY MAP

NOT TO SCALE



ATTENTION:	
OREGON LAW REQUIRES YOU TO FOLLOW RULES ADOPTED BY THE OREGON UTILITY NOTIFICATION CENTER. THOSE RULES ARE SET FORTH IN OAR 952-001-0010 THROUGH OAR 952-001-0090. YOU MAY OBTAIN COPIES OF THESE RULES BY CALLING THE CENTER. (NOTE: THE TELEPHONE NUMBER FOR THE OREGON UTILITY NOTIFICATION CENTER IS (503) 232-1987).	
UTILITY STATEMENT:	
THE UNDERGROUND UTILITIES SHOWN ARE PER FIELD MARKINGS AND RECORD DRAWINGS PROVIDED BY THE RESPECTIVE UTILITY AGENCIES. LOCATION OF NON-OBSERVABLE AND/OR UNDERGROUND UTILITIES ARE SHOWN FOR INFORMATION ONLY AND ARE NOT GUARANTEED TO BE COMPLETE OR ACCURATE.	
UTILITY VERIFICATION:	
CONTRACTOR SHALL POTHOLE TO VERIFY LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO COMMENCING CONSTRUCTION AND SHALL PROVIDE WESTLAKE CONSULTANTS, INC. 72-HOURS NOTICE OF ANY POTENTIAL CONFLICTS.	

ORS UTILITY STATEMENT

THIS DESIGN COMPLIES WITH ORS 92.044 (7) IN THAT NO UTILITY INFRASTRUCTURE IS DESIGNED TO BE WITHIN ONE (1) FOOT OF A SURVEY MONUMENT LOCATION SHOWN ON A SUBDIVISION OR PARTITION PLAT. NO DESIGN EXCEPTIONS NOR FINAL FIELD LOCATION CHANGES SHALL BE PERMITTED IF THAT CHANGE WOULD CAUSE ANY UTILITY INFRASTRUCTURE TO BE PLACED WITHIN THE PROHIBITED AREA.



SHEET INDEX

C100	COVER SHEET
C200	EXISTING CONDITIONS & DEMOLITION PLAN
C201	PRELIMINARY PLAT
C300	SITE PLAN
C400	COMPOSITE UTILITY PLAN

PROPERTY DESCRIPTION

TAX MAP & TL:
TAX MAP 21E34DD, TAX LOT 2500

SITE SIZE:
1.17 ACRES

PROPOSAL:
2-LOT PARTITION

STREET ADDRESS

2075 OSTMAN ROAD
WEST LINN, OR 97068

BENCHMARK

BASIS OF BEARINGS WAS PER THE PLAT OF "FIELDS PARK NO.2" CLACKAMAS COUNTY RECORDS. FOR MORE INFORMATION SEE SURVEY BY CMT SURVEYING AND CONSULTING, DATED 09/15/2025.

ELEVATIONS WERE ESTABLISHED BY GPS OBSERVATION NAVD88.

APPLICANT

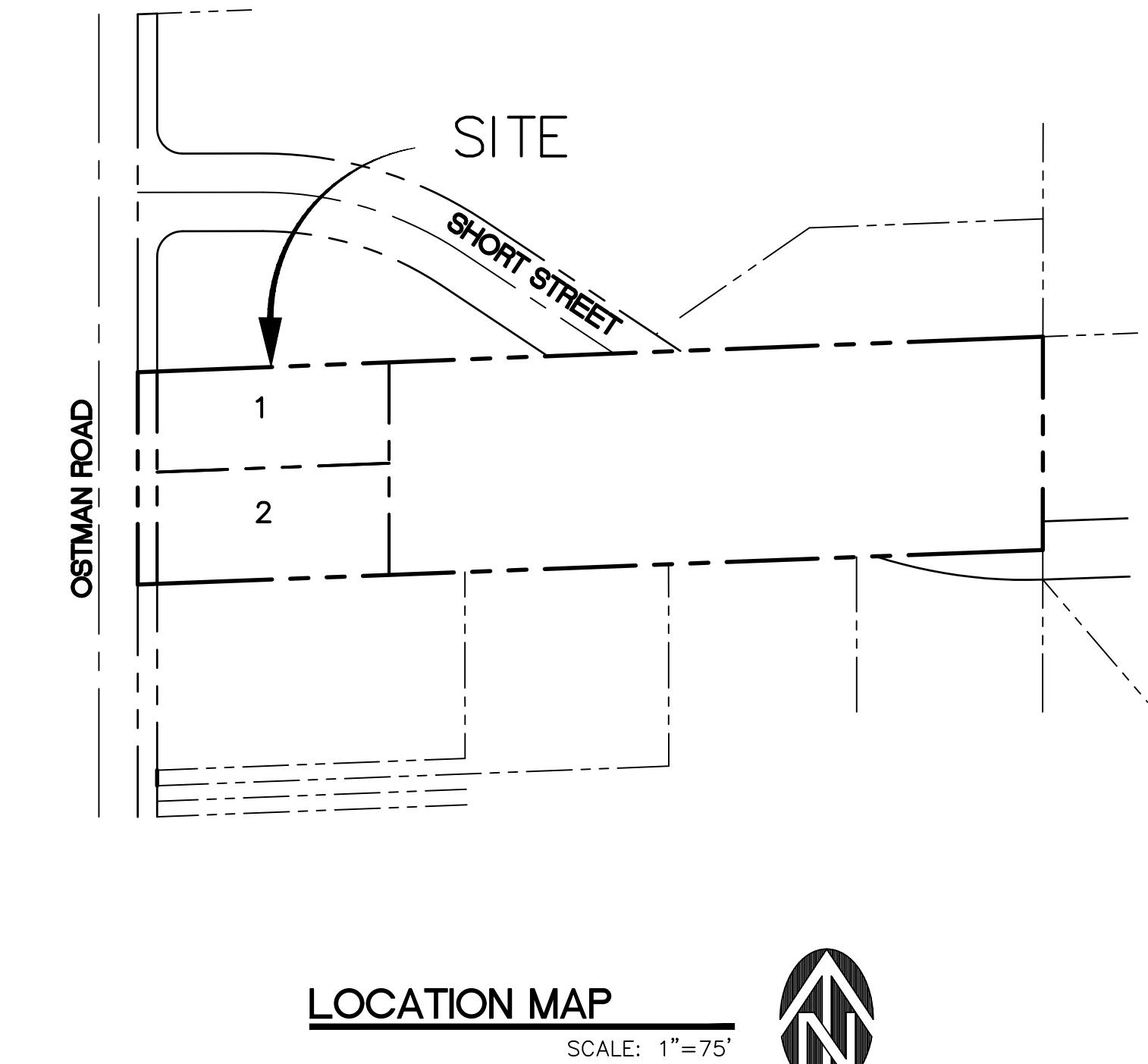
THE PORTLOCK COMPANY
6105 W A STREET, SUITE B
WEST LINN, OR 97068
PHONE: (425) 829-1566
CONTACT: JJ PORTLOCK

ENGINEER

WESTLAKE CONSULTANTS, INC.
PACIFIC CORPORATE CENTER
15115 S.W. SEQUOIA PARKWAY,
SUITE 150 TIGARD, OREGON 97224
PHONE: (503) 684-0652
CONTACT: JACOB BIBB, PE
EMAIL: JBIBB@WESTLAKECONSULTANTS.COM

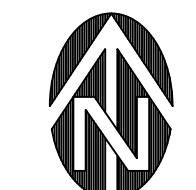
GEOTECHNICAL ENGINEER

RAPID SOIL SOLUTIONS, INC.
PHONE: (503) 816-3689
CONTACT: MIA MAHEDY, PE GE
EMAIL: MIA@RAPIDSOLSOLUTIONS.COM



LOCATION MAP

SCALE: 1"=75'



WESTLAKE
CONSULTANTS

Planning | Engineering | Surveying

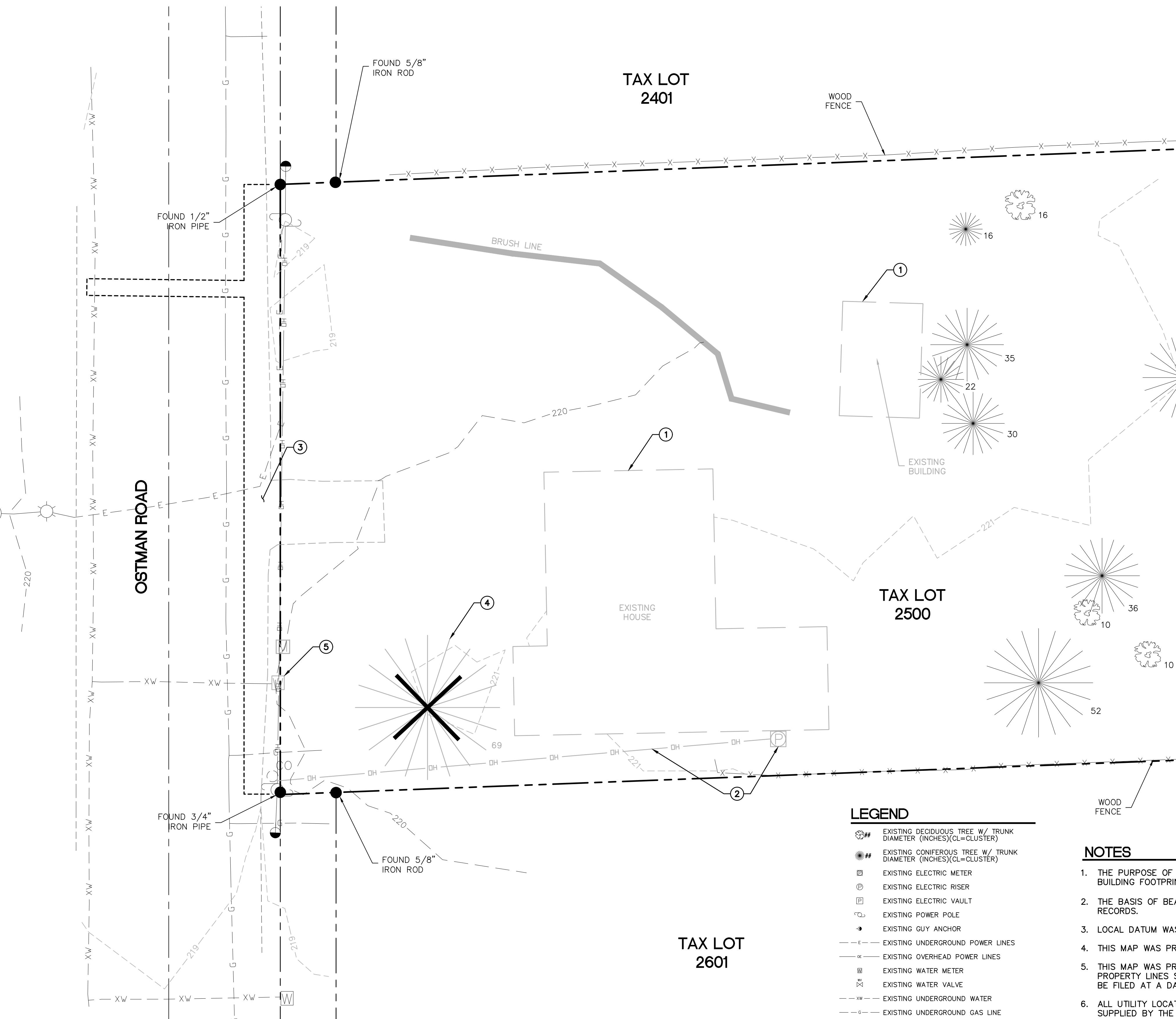
OSTMAN PARTITION
2075 OSTMAN RD
WEST LINN, OR 97068
COVER SHEET

PRELIMINARY

REVISIONS	NO.	DATE	DESCRIPTION	MIA	JPB	DRAFT	CHECK
1	12/29/2025	1ST LAND USE SUBMITTAL					

C100

JOB NO.
3077-003



DEMOLITION KEYNOTES

- ① EXISTING STRUCTURE TO BE DEMOLISHED. DEBRIS AND REFUSE TO BE DISPOSED OF OFF-SITE AT AN APPROVED LOCATION. CONTRACTOR TO OBTAIN DEMO PERMIT FROM THE CITY OF WEST LINN PRIOR TO DEMOLISHING THE HOUSE.
- ② REMOVE EXISTING ELECTRICAL SERVICE.
- ③ SAWCUT EXISTING PAVEMENT AND REMOVE ASPHALT WITHIN SAWCUT LIMITS.
- ④ REMOVE EXISTING TREE.
- ⑤ EXISTING WATER METER BOX TO BE REMOVED AND RELOCATED. CITY OF WEST LINN WILL BE RESPONSIBLE FOR REMOVING WATER METER PRIOR TO DEMOLITION.

10'

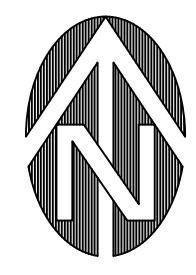
0'

5'

10'

20'

SCALE: 1 INCH = 10 FEET



WESTLAKE
CONSULTANTS

Planning | Engineering | Surveying

PRELIMINARY
OSTMAN PARTITION
2075 OSTMAN RD
WEST LINN, OR 97068
EXISTING CONDITIONS & DEMOLITION PLAN

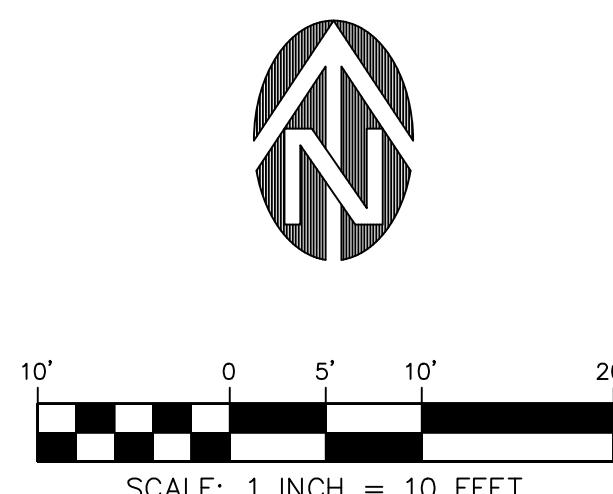
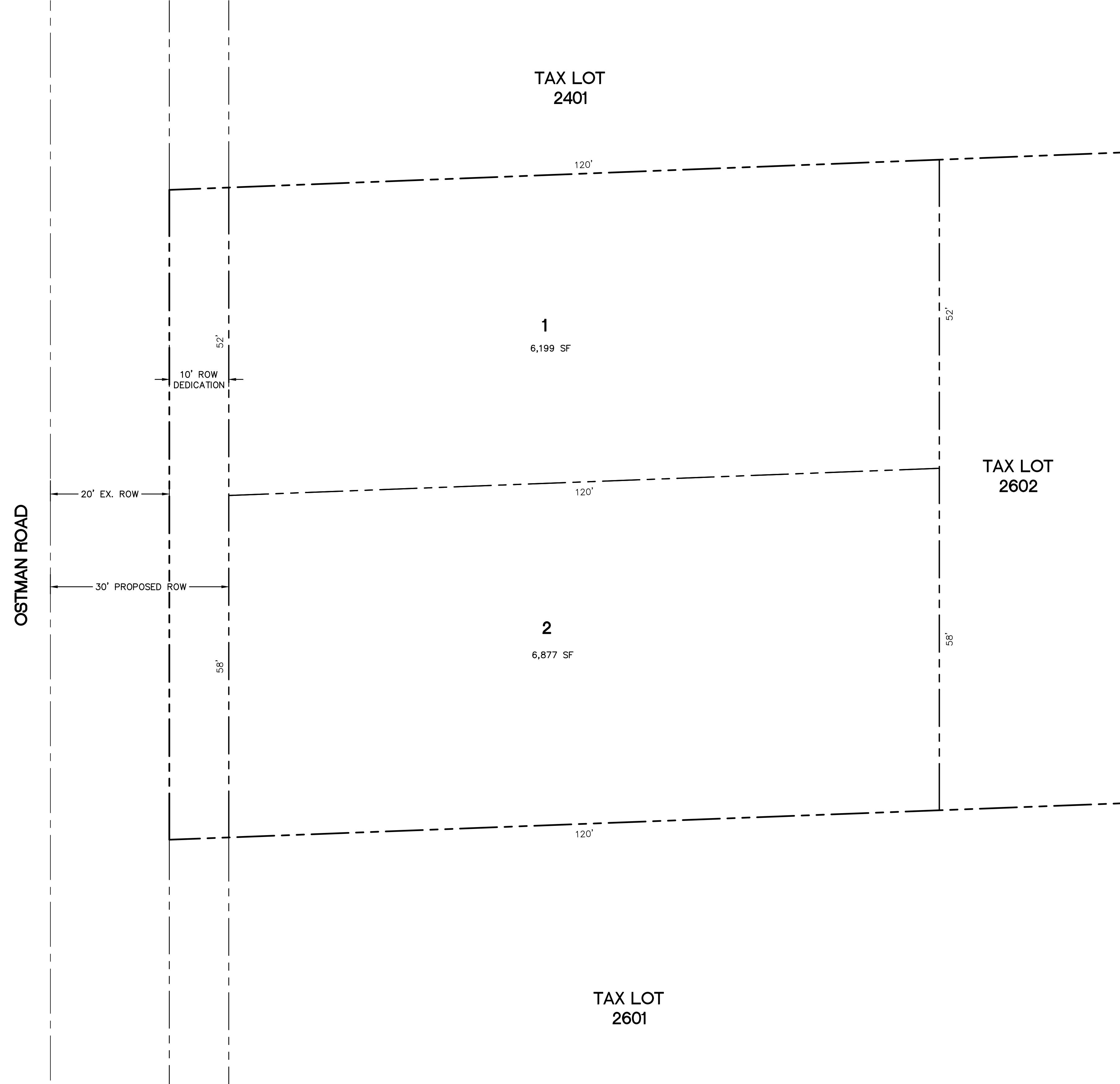
NOTES

1. THE PURPOSE OF THIS MAP WAS TO SHOW THE EXISTING CONDITIONS FOR 2075 OSTMAN ROAD. BUILDING FOOTPRINTS ARE MEASURED TO SIDING UNLESS OTHERWISE NOTED.
2. THE BASIS OF BEARINGS WAS PER THE PLAT OF "FIELDS PARK NO. 2" CLACKAMAS COUNTY RECORDS.
3. LOCAL DATUM WAS ESTABLISHED BY GPS OBSERVATION NAVD 88.
4. THIS MAP WAS PREPARED FOR THE EXCLUSIVE USE OF THE PORTLOCK COMPANY.
5. THIS MAP WAS PREPARED BY PLAT RECORDS, CALCULATED DATA, AND FIELD MEASUREMENTS. PROPERTY LINES SHOULD BE CONSIDERED APPROXIMATE. A RECORDED BOUNDARY SURVEY WILL BE FILED AT A DATE TO BE DETERMINED.
6. ALL UTILITY LOCATIONS ARE SHOWN BY ABOVE GROUND FEATURES. LOCATION OF PAINT MARKS SUPPLIED BY THE LOCAL UTILITY COMPANIES, OR AVAILABLE ONLINE DATA. CMT TAKES NO RESPONSIBILITY OF UNDERGROUND LOCATION AND MAKES NO GUARANTEE THIS MAP REPRESENTS ALL UTILITIES IN THE AREA. PLEASE NOTIFY THE UTILITY NOTIFICATION CENTER BEFORE ANY DIGGING 1-800-332-2344.
7. EXISTING CONDITIONS SHOWN ON THIS SHEET ARE BASED ON A SURVEY BY CMT SURVEYING AND CONSULTING, DATED 9/15/2025. WESTLAKE DOES NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THIS SURVEY.

REVISIONS		DATE	DESCRIPTION	MIA	JPB	DRAFT	CHECK
NO.	SHEET						
1	1-12/29/2025	1ST LAND USE SUBMITTAL					
2	1-15/2025	2ND LAND USE SUBMITTAL					

C200

JOB NO.
3077-003



LEGEND

- Boundary Line / R.O.W.
- Proposed Lot Line
- Existing Lot Line
- Proposed Easement
- Existing Easement
- Centerline

OSTMAN PARTITION

2075 OSTMAN RD
WEST LINN, OR 97068
PRELIMINARY PLAT

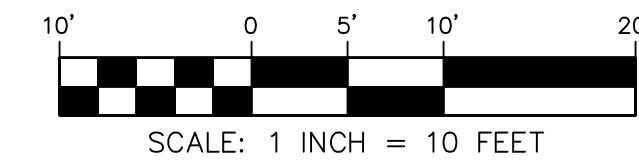
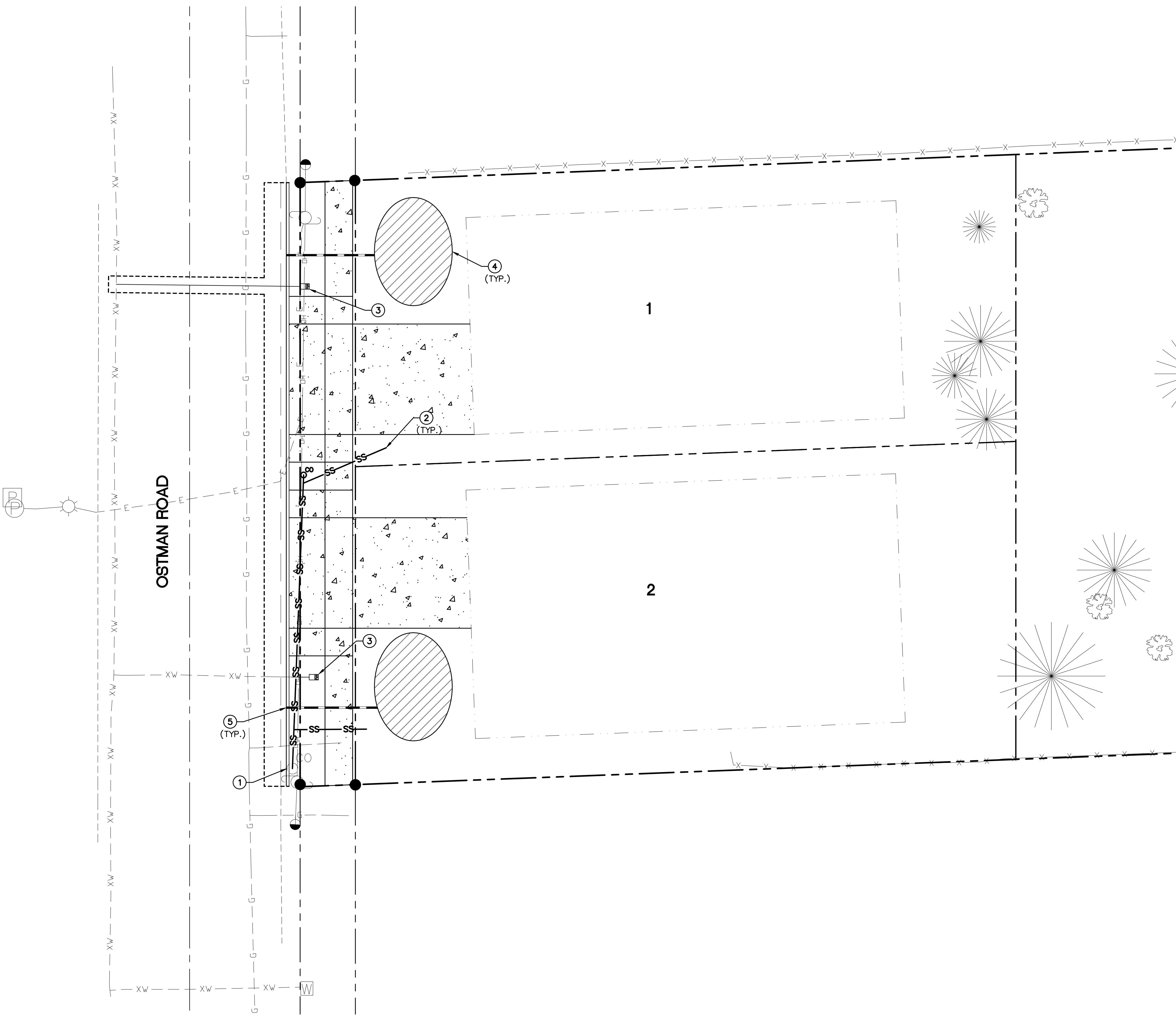
PRELIMINARY

REVISIONS		SHEET	
NO.	DATE	1	12/29/2025 1ST LAND USE SUBMITTAL
		MIA	JPB
		DRAFT	CHECK
		BY:	BY:

WESTLAKE
CONSULTANTS

Planning | Engineering | Surveying

C201
JOB NO.
3077-003



UTILITY KEYNOTES

- CONNECT TO EXISTING SANITARY SEWER CLEANOUT AND EXTEND NORTH TO SERVE THE DEVELOPMENT.
- INSTALL 4" SANITARY SEWER LATERAL.
- INSTALL NEW WATER METER.
- PROPOSED STORMWATER FACILITY TO TREAT AND INFILTRATE RUNOFF FROM ROOF, DRIVEWAY, AND SIDEWALK. SIZING AND LOCATION TO BE DETERMINED DURING FINAL ENGINEERING.
- STORM LATERAL TO CONVEY EMERGENCY OVERFLOW FROM STORMWATER FACILITY AND WEEP TO CURB.

LEGEND

SS—SS—SS	PROPOSED SANITARY LINE
—WM—	PROPOSED WATER SERVICE LINE
WM	PROPOSED WATER METER
SS	PROPOSED SANITARY CLEANOUT
—X—	PROPOSED STORM LATERAL

PRELIMINARY OSTMAN PARTITION

2075 OSTMAN RD
WEST LINN, OR 97068
COMPOSITE UTILITY PLAN

WESTLAKE
CONSULTANTS

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REVISIONS		1		2		3	
NO.	DATE	1	12/29/2025	1	12/29/2025	1	12/29/2025
		1ST LAND USE SUBMITTAL		1ST LAND USE SUBMITTAL		1ST LAND USE SUBMITTAL	
		DESCRIPTION		DESCRIPTION		DESCRIPTION	
		MIA	JPB	MIA	JPB	MIA	JPB
		DRAFT	CHECK	DRAFT	CHECK	DRAFT	CHECK
		BY:	BY:	BY:	BY:	BY:	BY:

REVISIONS

1

2

3

MIA

JPB

DRAFT

CHECK

BY:

BY: