



**SUPPLEMENTAL APPLICATION
SUBDIVISION
APPLICANT INFORMATION**

Name _____

Date _____

WHAT IS A SUBDIVISION APPLICATION?

A Subdivision application is a request to divide an area or tract of land into four or more lots within a calendar year when such an area or tract of land exists as a unit or contiguous units of land under a single ownership at the beginning of a year.

WHAT IS NEEDED FOR APPROVAL?

All Subdivision applications are discretionary and MAY be approved after an evaluation of the applicable policies in the Estacada Development Code. The City must make written findings to support the decision to approve or deny the application. The applicant is responsible for providing evidence to support the Subdivision application according to the criteria in Sections 16.104, 16.108, 16.112, and 16.116 of the Estacada Development Code.

WHAT ARE CHANCES FOR APPROVAL?

Staff cannot predetermine the decision on this or any application. A decision of approval or denial will only be made after the complete application is processed. This includes review of citizen and agency comments. The decision is based on criteria appropriate to this application as listed in the code. In order to address the necessary criteria, the information requested in this supplemental application should be as thorough and complete as possible.

APPLICATION PROCESS

A Subdivision application is subject to the public hearing process and public notice. Public comments received from property owners, agencies and other interested parties may affect the decision on the application. Special conditions may be attached to any approval. This application will be reviewed at a public hearing before the Estacada Planning Commission, who will forward a recommendation to the City Council. The City Council will then review the application at a public hearing and make the final decision. The City Councils decision may be appealed to the State Land Use Board of Appeals (LUBA).

STAFF WILL ATTACH THE FOLLOWING PERTINENT INFORMATION:

_____ Land Use Application _____ City Code 16.104-16.116

_____ Underlying Zone

HOW LONG WILL IT TAKE TO GET A FINAL DECISION ON AN APPLICATION?

Approximately 60 days for Planning Commission to make recommendation to City Council for final decision, and another 30 days for the City Council to hold a public hearing and make a final decision.

SUBDIVISION SUBMITTAL REQUIREMENTS

All applications shall include 15 copies of the tentative plan prepared by an Oregon registered professional engineer or professional land surveyor, drawn to scale of not less than one inch equals 50 feet nor more than one inch equals 200 feet. The following information shall be provided on the tentative plan or by separate cover:

- ___ 1. The name, address and phone number of the property owner, applicant, engineer or surveyor;
- ___ 2. Proposed name of the subdivision;
- ___ 3. Legal description, including tax lot, section, range and township, existing zoning and proposed use of the property;
- ___ 4. The date, north point and scale of the drawing;
- ___ 5. A vicinity sketch showing the location of the subdivision;
- ___ 6. Gross acreage of the property being subdivided, the location and dimensions of all proposed lot lines including dimensions of each lot or parcel, and listing the number of lots within the plat;
- ___ 7. Source and location of domestic water;
- ___ 8. Source and location of sewage disposal;
- ___ 9. Proposed utilities and location of utilities;
- ___ 10. Name, location and width of all existing and proposed roads and easements including identification of legal access to the land;
- ___ 11. Names, surfacing, direction of drainage, disposal of surface water, and approximate grade of all streets within and abutting the subdivision;
- ___ 12. Width, depth and direction of flow of all drainage channels on the property;
- ___ 13. Contour lines at two foot intervals if ten (10) percent slope or less, five foot intervals if exceeding ten (10) percent slope. State the source of contour information;
- ___ 14. Approximate location and use of all existing structures on the site. Indicate those to be removed;
- ___ 15. Pedestrian walkways, sidewalks, parkways and curbing;
- ___ 16. Areas other than streets to be offered for dedication to the public (Example: parks, greenways);
- ___ 17. Any limitations to development; i.e., topography, areas subject to flooding, geologic hazards, drainage channels on property, significant vegetative areas, etc.;
- ___ 18. Adjacent land owned by the developer.
- ___ 19. Impact Statement - shall be in written form and shall contain an assessment of the following points, outlining the beneficial and detrimental impact that the development of the subdivision will have and shall be submitted with the tentative plan review by the planning commission and all other departments and appropriate agencies.
 - A. Hydrologic consideration: shall include the immediate area's storm water drainage pattern of flow, the impact of the proposed development upon downstream areas; and addition to the city storm drainage system.
 - B. Geologic consideration: shall include the erosion potential, stability, bearing qualities of the soil and geologic formations; soil permeability and infiltration rates.
 - C. Vegetation and animal life considerations: shall include vegetation or high brush-forest fire potential on site or in close proximity of the site; areas of low revegetation potential on the site; unique vegetation communities, rare or endangered animal species, highly productive habitats for species either on site or within close proximity to the site.
 - D. Atmospheric considerations: shall include the airshed or basin in which the project is located; the local circulation patterns, prevailing winds and storm exposure; and the wind conditions that could effect the proposed development.

- E. School considerations: shall include a detailed statement of the impact of the proposed development upon the school enrollments within the school district and the ability of the schools to assimilate the students from the proposed development.
- F. Economic considerations: shall include a detailed discussion of the economic impact of the proposed development upon the schools, fire district, city services as well as a consideration of the proposed project's impact upon the tax rate of the tax code area. Further, the impact of the proposed development upon the valuation rates of adjacent property shall be included.
- G. Road considerations: shall include a detailed discussion of the roads or routes of transportation in reference to road width, construction standards, and the ability of the roads to accommodate the anticipated amount of travel that will be generated by the proposed development.
- H. Relationship considerations: shall include a detailed discussion of the relationship of the proposed development to shopping, recreational and employment centers.
- I. Public considerations: shall include a detailed discussion of how the public will benefit from the proposed development and illustrate the demonstrated public need for the proposed project, and its agreement with the provisions of the comprehensive plan.