

**CITY OF WARRENTON
PLANNING AND BUILDING DEPARTMENT**

SUBDIVISION APPLICATION

(To be accompanied by a Tentative Map, and copy of property deed, Letter of Authorization, if applicable.)

OFFICE USE ONLY	
FILE # _____	FEE _____
ZONING DISTRICT _____	
RECEIPT # _____	
DATE RECEIVED _____	

Legal Description of the Subject Property:

Township	Range	Section	Tax Lot
_____	_____	_____	_____

Street address of the property: _____

I/WE, THE UNDERSIGNED APPLICANT(S) OR AUTHORIZED AGENT, AFFIRM BY MY/OUR SIGNATURE(S) THAT THE INFORMATION CONTAINED IN THE FOREGOING APPLICATION AND ASSOCIATED SUBMISSIONS IS TRUE AND CORRECT.

APPLICANT:

Printed Name: _____

Signature: _____ Date: _____

Address: _____ Phone: _____

City/State/Zip: _____ Fax: _____

PROPERTY OWNER (if different from Applicant)

Printed Name: _____

Signature: _____ Date: _____

Address: _____ Phone: _____

City/State/Zip: _____ Fax: _____

Is this a Planned Unit Development (PUD)? No _____ Yes _____

IS THIS A "PHASED DEVELOPMENT"? Yes _____ No _____

a. Overall development plan, including phase or unit sequence.

b. Projected Timetable for sequence of development

c. Development plans for any common elements or facilities.

d. If the proposed subdivision has an unknown impact upon adjacent lands or land within the general vicinity, the Planning Commission may require a potential street development pattern for adjoining lands to be submitted together with the tentative plan as part of the phased development plan for the subject subdivision.

e. Show compliance with the Comprehensive Plan and applicable sections of the Development Code.

f. Schedule of improvements and completion.

g. Overall transportation and traffic pattern.

PRELIMINARY SUBDIVISION PLAT REQUIREMENTS

A "preliminary subdivision plat" shall be submitted with the following information depicted:

1. Proposed name of the subdivision;
2. Names, addresses, and phone numbers of property owner(s) (including mortgage holders if any), surveyor, and applicant if different from property owner, and assumed business name(s) filed or to be filed with the Corporation Commission by the applicant;
3. Proposed subdivision showing the parcel boundaries and dimensions, the area of each parcel, location of any and all easements (and what the easement is), right-of-way widths, existing roads;
4. Date of map preparation, north point, scale, property identification by township, range, section and tax lot numbers;
5. Location of all existing buildings, creeks, canals, ditches, any topographical features (ie., canyons, bluffs, wetlands, natural springs, floodplain);
6. Location, width, name, curve ratio, and approximate grade of all proposed right-of-ways;
7. Location of any existing features such as section lines, section corners, city and special district boundary lines, and survey monuments;
8. Existing sewer lines, water mains, culverts, and other underground and overhead utilities within and adjacent to the proposed subdivision together with pipe sizes, grades and locations;
9. Contour lines related to some established bench mark or other engineering acceptable datum;
10. Zoning of subject property, and adjacent tax lots to the proposed subdivision;
11. Location, names, width, typical improvements, cross sections, bridges, culverts, approximate grades, curve radii and centerline lengths and reserve strips of all proposed streets, and the relationship to all existing and projected streets;
12. Location, width and purpose of all proposed easements or right-of-ways, and relationship to all existing easements and right-of-ways;
13. Location of at least one temporary bench mark within the proposed subdivision boundary;
14. Location, approximate area and dimensions of each lot, and proposed lot and block numbers;
15. Location, approximate area and dimensions of any lot or area proposed for public use, the type of use proposed, and plans for improvements or development;
16. Proposed use, location, approximate area and dimensions of any lot intended for non-residential use;

- 17. Source, method, and preliminary plans for domestic and other water supplies, sewer lines, and all utilities;
- 18. Description and location of any proposed community facility;
- 19. Storm water and other drainage facility plans;
- 20. Proposed deed restrictions including access restrictions or protective covenants if such are proposed to be utilized for the proposed subdivision;

ADDITIONAL SUBMITTALS

- 21. Statement from each utility company proposed to serve the proposed subdivision stating that each company is able and willing to serve the proposed subdivision as set forth in the tentative plan, and the conditions and estimated costs of each service;
- 22. Proposed Fire protection system for the proposed subdivision and written approval thereof by the fire chief.
- 23. Statement from School District.

REQUIREMENTS

- 1. A vicinity map must be submitted showing the proposed subdivision in relationship to the adjacent properties, roadways, and ownership patterns. This map must include names of all existing roadways.
- 2. Who will supply the water? _____
- 3. Access will be taken from _____
- 4. What is the intended use of the parcels being created? _____

- 5. What is the current use of the parcel? _____

- 6. Proposal is in compliance with the City of Warrenton’s Comprehensive Plan and Development Code.

7. Proposal does not conflict with acquired public access easements within or adjacent to the subdivision.

8. All required public services and facilities are available and adequate or are proposed to be provided by the applicant.

9. The subdivision contributes to orderly development and land use patterns in the area, and provides for the preservation of natural features and resources such as streams, lakes, natural vegetation, and special terrain features.

10. The subdivision will not create an excessive demand on public facilities and services required to serve the development.

11. The preliminary plat for the proposed subdivision meets the requirements of ORS 92.090.

Return Application To: City of Warrenton
Planning and Building Department
PO Box 250
225 SW Main Street
Warrenton, Oregon 97146
Phone: 503-861-0920
Fax: 503-861-2351