



City of Lafayette

Community Development Department
486 Third Street, P.O. Box 55
Lafayette, Oregon 97127
Phone: (503) 864-2451 Fax: (503) 864-4501

OFFICE USE ONLY	
FILE #:	_____
FILE NAME:	_____
TYPE:	_____ RECEIVED BY: _____
FEE:	NON-REFUNDABLE \$100.00
	REIMBURSEMENT DEPOSIT <u>\$250.00</u>
	TOTAL FEE \$350.00
FEE PAID:	_____ CHECK/CASH: _____
LAND USE DESIG:	_____
APPLICATION ACCEPTED AS COMPLETE	_____

DEVELOPMENT APPLICATION – Minor Variance

IF THE CITY OF LAFAYETTE INCURS EXPENSES THAT EXCEED THE AMOUNT OF THE INITIAL REIMBURSEMENT FEE, THE APPLICANT SHALL BE RESPONSIBLE FOR PAYMENT OF THE ADDITIONAL COST, PER RESOLUTION 99-1. BY SIGNING BELOW, YOU AGREE TO THESE TERMS.

ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT A LETTER OF CONSENT AUTHORIZING ANOTHER INDIVIDUAL TO MAKE THE APPLICATION. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE REVIEW PROCESS.

APPLICANT: Use mailing address for meeting notification.

Check box if Primary Contact

COMPANY: _____

ADDRESS: _____

(CITY, STATE, ZIP) _____

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____ CONTACT: _____

(Original Signature Required)

APPLICANT'S REPRESENTATIVE:

Check box if Primary Contact

COMPANY: _____

ADDRESS: _____

(CITY, STATE, ZIP) _____

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____ CONTACT: _____

(Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed.

Check box if Primary Contact

COMPANY: _____

ADDRESS: _____

(CITY, STATE, ZIP) _____

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____ CONTACT: _____

(Original Signature Required)



PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: _____

AREA TO BE DEVELOPED (s.f.): _____

ASSESSOR'S MAP & TAX LOT # LOT SIZE ZONING DISTRICT

EXISTING USE OF SITE: _____

PROPOSED DEVELOPMENT ACTION: _____

REVIEW CRITERIA

Section 3.104.04, of the Lafayette Zoning and Development Ordinance establishes findings that must be addressed before granting approval of a minor variance. The applicant must provide a written response to the following:

- A. The intent and purpose behind the specific provision sought to be varied is either clearly inapplicable under the circumstances of the particularly proposed development; OR,
- B. The particular development as proposed otherwise clearly satisfies the intent and purpose for the provision sought to be varied; and
- C. The proposed development will not unreasonably impact adjacent existing or planned uses and development; and
- D. The minor variance does not expand or reduce a quantifiable standard by more than 20 percent and is the minimum necessary to achieve the purpose of the minor variance; and
- E. There has not been a previous land use action approved on the basis that a minor variance would not be allowed.



APPLICATION REQUIREMENTS

- A. Completed and signed application form.
- B. Written response to the review criteria above.
- C. Five copies of the site plan drawn to scale. The site plan must include the following Information (where applicable):
 1. North arrow, scale and date of plan.
 2. Points of access, interior streets, driveways, vehicular circulation and parking areas.
 3. Existing and proposed structures including dimensions.
 4. All dimensions including setbacks, parking spaces, driveways and distance between buildings.
 5. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, Landscape Trees, Street Trees, and Community Trees, as applicable.
 6. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. Wetlands must be professionally delineated.
- D. Names and addresses of all property owners within 100 feet of the boundaries of the property. A title company or the Yamhill County Assessor must provide this list.
- E. Copy of the latest deed, sales contract, or title report indicating property ownership.