



# 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>\$1,000.00</u>
	TOTAL FEE <b>\$1,100.00</b>
FEE PAID:	_____ CHECK/CASH: _____
LAND USE DESIGNATION:	_____
APPLICATION ACCEPTED AS COMPLETE:	_____

## DEVELOPMENT APPLICATION- PARTITION

IF THE CITY OF LAFAYETTE INCURES 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)*



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## PROPERTY INFORMATION (REQUIRED)

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SITE ADDRESS: \_\_\_\_\_

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

AREA TO BE DEVELOPED (s.f.): \_\_\_\_\_

EXISTING USE OF SITE: \_\_\_\_\_

\_\_\_\_\_

PROPOSED DEVELOPMENT ACTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## REVIEW CRITERIA

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Section 3.106.01, of the Lafayette Zoning and Development Ordinance establishes findings that must be addressed before granting approval of a partition. The applicant must provide a written response to the following:

- A. Applications shall be accompanied by a preliminary map drawn to scale of not less than one-inch equals fifty (50) feet nor more than one-inch equals 200 feet. The following items should be placed on the map or included in a written commentary submitted along with the map:
1. Appropriate identification stating the drawing is a preliminary map.
  2. North point, scale and date.
  3. Name and addresses of land owners, applicants, engineer, surveyor, planner, architect or other individuals responsible for the plan.
  4. Map number and tax lot or tax account number of the subject properties.
  5. The proposed boundary lines and approximate area of the subject properties before and after the adjustment.
  6. Dimensions and size in square feet or acres of all proposed properties.
  7. The approximate location of existing streets, easements or rights-of-way adjacent to, or within, the subject properties, and existing improvements on the properties and important features including, but not limited to, the City Limits and Urban Growth Boundary.
- B. Minimum lot area: Minimum lot area shall conform to the requirements of the zoning district in which the parcel is located. *Staff will provide information on parcel sizes and dimensions for the appropriate zone.*

- C. Lot width and depth: The depth of a lot or parcel shall not be more than 3 times the width of the parcel, with the following exceptions:
1. Individual lots for single-family *attached* dwelling units must be designed so that lot depth is not greater than 3 ½ times lot width.
  2. Parcels created for public utility uses are exempt from width to depth ratio provisions.
- D. Access: All lots and parcels shall provide a minimum of 40 feet of frontage on a public street. The following exceptions shall apply:
1. Residential lots or parcels may be accessed by a private street or partition access easement if the following requirements can be addressed:
    - a. The dedication of a public street is infeasible due to parcel shape, terrain, or location of existing structures; and
    - b. A public street is unnecessary to provide for the future development of adjoining property.
  2. Flag lots.
- E. Flag Lots: *Flag lots shall only be permitted if it is the only reasonable method by which the rear portion of a lot being unusually deep or having an unusual configuration may be accessed.* If a flag-lot is permitted, the following standards shall be met:
1. The access strip shall be a minimum of 25' feet in width. The improved all weather surfaces shall be a minimum of 12 feet in width.
  2. The access strip shall not be included in the calculation of lot area for purposes of determining compliance with any minimum lot size provision of this Code.
  3. If the length of the access strip exceeds 200 feet, the access strip must terminate in a turn-around capable of accommodation emergency fire vehicles.
  4. The access strip shall not be included in the calculation of lot area to determine compliance the minimum lot size requirement of the zone.
- F. Through Lots: Through lots should be avoided except where essential to provide separation from major traffic arteries, adjacent non-residential activities, or to overcome disadvantages of topography and orientation.
- G. Lot Side Lines: The side lines of lots, as far as practicable, shall run at right angles to the street upon which the parcels face.
- H. A master plan for development is required for any application which leaves a portion of the subject property capable of being re-divided.



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## **APPLICATION REQUIREMENTS**

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- A. Completed and signed application form.
- B. Written response to the review criteria above.
- C. 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.