



# 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 \$500.00
	REIMBURSEMENT DEPOSIT <u>\$3,000.00</u>
	TOTAL FEE <b>\$3,500.00</b>
FEE PAID:	_____ CHECK/CASH: _____
LAND USE DESIG:	_____
APPLICATION ACCEPTED AS COMPLETE	_____

## DEVELOPMENT APPLICATION- PLANNED UNIT DEVELOPMENT (PUD)

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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<b>SITE ADDRESS:</b> _____ _____	<b>AREA TO BE DEVELOPED (s.f.):</b> _____	<b>EXISTING USE OF SITE:</b> _____ _____
<b>ASSESSOR'S MAP &amp; TAX LOT #</b>	<b>LOT SIZE</b>	
<b>ZONING DISTRICT</b>		<b>PROPOSED DEVELOPMENT ACTION:</b> _____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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## REVIEW CRITERIA

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Section 3.107, of the Lafayette Zoning and Development Ordinance establishes findings that must be addressed before granting approval of a planned unit development (PUD). 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 plan.
  2. North point, scales and date.
  3. Name of the planned unit development.
  4. Gross acreage of property subject to development.
  5. Name and addresses of landowner, applicant, engineer, surveyor, planner, architect or other individuals responsible for the plan.
  6. Vicinity sketch showing location of the proposed planned unit development.
  7. The boundary lines and approximate area of the subject property.



## ***PLANNED UNIT DEVELOPMENT***

8. Map number and tax lot or tax account number of the subject property.
9. The approximate location of existing streets, easements or right-of-ways adjacent to, or within, the subject property, and, existing improvements on the property and important features such as section, political boundary lines.
10. Dimensions and size in square feet or acres of all proposed parcels.
11. Identification of each lot by number.
12. Direction of drainage and approximate grade of abutting streets.
13. Streets proposed and their names, approximate grade, and radius of curves.
14. Any other legal access to the subdivision other than a public street.
15. Contour lines at two-foot intervals if 10% slope or less, five-foot intervals if exceeding 10% slope, and a statement of the source of contour information.
16. All areas to be offered for public dedication.
17. Calculations justifying the proposed density of development as required by item "D" below.
18. Proposed uses of the property, including sites, if any, for attached dwelling units, recreational facilities, parks and playgrounds or other public or semi-public uses, with the purpose, condition and limitations of such reservations clearly indicated.
19. The approximate location and dimensions of all commercial or multi-family structures proposed to be located on the site.
20. Statement of improvements to be made or installed including streets, sidewalks, bikeways, trails, lighting, tree planting, landscaping, and time such improvements are to be made or completed.
21. Written statement outlining proposals for ownership and maintenance of all open space areas, private streets and any commonly owned facilities.



## ***PLANNED UNIT DEVELOPMENT***

- B. Site Adaptation:** To the extent practicable, the plan and design of the development shall preserve natural or unique features of the land and environment.
- C. Lot Arrangement:** All lots within the development shall be designed and arranged to have direct access to, or frontage on, open space or outdoor recreation areas.
- D. Density of Development:** Permitted density of development in all PUDs shall be determined in accordance with the following procedures:
1. Determine total gross site area (G.S.A).
  2. Multiply the G.S.A by .85 to determine the Net Site Area (N.S.A.).
  3. Deduct from the N.S.A. any land of 20 percent or greater slope or other unbuildable areas to determine the Net Buildable Site Area (N.B.S.A.).
  4. Determine maximum density of development in accordance with the appropriate method below:
    - a. R-1 Zone: Multiply N.B.S.A. by 5 units per acre.
    - b. R-2 Zone: (Single Family): Multiply N.B.S.A by 15 units per acre.
- E. Amount of Open Space and Outdoor Recreation Area:** At least twenty (20) percent of the gross site area shall be open space and outdoor recreation area and at least 50% of the 20% open space area (10% of the gross site area) shall be outdoor recreation area. The open space and outdoor recreation area shall not include any land in the Restricted Development Overlay District. The open space and outdoor recreation area may include school access routes, bicycle trails, natural or landscaped buffer areas, covered bus stops and the like, whenever practical or appropriate. Open space shall be permanently reserved by common ownership among the owners of a development, or dedicated to the public, or by other appropriate means committed to use for the general public.
- F. Community Option:** Dedication of the proposed open space and outdoor recreation area may be requested by the decision authority when it is reasonably suited for use as a City park or for recreation purposes, taking into consideration such factors as size, shape, topography, geology, access, location, and applicable Comprehensive Plan policies, when such dedication is consistent with the ability of the City to maintain such parks.



## PLANNED UNIT DEVELOPMENT

- G. Structure Setback Provisions:** Yard setbacks for lots on the perimeter of the project shall be the same as that required for the subject-zoning district. All detached structures shall maintain a minimum side yard setback of three feet or meet the Uniform Building Code requirement for firewalls. A minimum front yard setback of twenty feet shall be required for any garage structure whose opening faces onto a public street. Otherwise, minimum setbacks of the underlying zone do not apply.
- H. Circulation:**
1. Streets within a PUD shall comply with the applicable standards of Section 2.202, Transportation and Access Standards. *Staff will provide a copy of the appropriate standards.*
  2. Roads, pedestrian and bikeway paths shall be an integrated system designed to provide efficient and safe circulation to all users. Developments should be designed to minimize the length of roadway.
  3. Pedestrian/bikeways shall be clearly signed and have adequate crossing facilities where warranted.
- I. Off-Street Parking:** Off-street parking requirements shall be as specified in Section 2.203, Off-Street Parking and Loading. Parking may be provided on each lot or in clustered parking areas. Additional off-street parking for guests and recreational vehicles may be required if warranted by reduced lot sizes, type of street and/or traffic volumes. *Staff will provide a copy of the appropriate standards.*
- J. Utilities:** The following utility improvements are required (The applicant is advised to contact the Department of Public Works and City Engineer to obtain specific design requirements):
1. All sewer and water provisions shall be approved by the City before construction of such improvements.
  2. All utility services shall be placed underground.
  3. Provisions shall be made for fire prevention, including service water lines, non-freeze hydrants, and free emergency access for firefighting equipment around buildings.
  3. Provision shall be made for control of site storm water drainage.



## **PLANNED UNIT DEVELOPMENT**

- K. Homeowners Association:** A non-profit incorporated homeowners association, or an alternative acceptable to the City Attorney, shall be required for improving, operating and maintaining common facilities, including open space, streets, drives, service and parking areas and outdoor recreation areas. The following principles shall be observed in the formation of any homeowner's association and shall be reviewed by the City Attorney.
1. A homeowner's association shall be set up before approval of the final plat, or any portion thereof.
  2. Membership shall be mandatory for each home buyer and any successive buyer.
  3. The open space restrictions shall be in perpetuity.
  4. The homeowner's association shall be responsible for liability insurance, local taxes, and the maintenance of recreational and other facilities.
  5. Home owners shall pay their pro rata share of the cost or the assessment levied by the homeowner's association and the cost or assessment shall become a lien on the property.
  6. The homeowner's association shall be able to adjust the assessment to meet changes needed.
  7. No change in open space use or dissolution of the homeowner's association shall occur without a public hearing before the Planning Commission and approval by the City Council.
- L. R-1 Zoning Restrictions:**
1. The minimum residential lot size is 6,000 square feet. The decision authority shall determine how many lots are allowed to be as small as 6,000 square feet and what size they shall be in the range of 6,000 to 7,499 square feet.
  2. The only permitted residential uses are single family, detached dwellings.



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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. Six 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.