



# 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 \$200.00
	REIMBURSEMENT DEPOSIT <u>\$1,000.00</u>
	TOTAL FEE <b>\$1,200.00</b>
FEE PAID:	_____ CHECK/CASH: _____
LAND USE DESIG:	_____
APPLICATION ACCEPTED AS COMPLETE	_____

## DEVELOPMENT APPLICATION- SITE DEVELOPMENT REVIEW

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 3.105.05, of the Lafayette Land Use and Development Ordinance, establishes submittal requirements for a site development review. The following information shall be submitted as part of a complete application for the Site Development Review:

**A. Section 3.105.05, of the Lafayette Land Use and Development Ordinance, establishes submittal requirements for a site development review. The following information shall be submitted as part of a complete application for the Site Development Review:**

1. Site Analysis
  - a. Existing site topography;
  - b. Identification of areas exceeding 10% slopes;
  - c. Site drainage, areas of potential flooding;
  - d. Areas with significant natural vegetation;
  - e. Classification of soil types; and
  - f. Existing structure, roadway access and utilities
  - g. Traffic safety, internal circulation and parking, connectivity of internal circulation to existing and proposed streets, bikeways and pedestrian facilities.
  - h. Existing and proposed streets, bikeways, and pedestrian facilities within 200 feet.
  
2. Site Plan
  - a. Proposed grading and topographical changes;
  - b. All proposed structures including finished front and side floor elevations and setbacks;
  - c. Vehicular, bicycle and pedestrian circulation patterns, parking, loading and service areas;
  - d. Proposed access to public roads, highways, bikeways, pedestrian facilities, railroads or other commercial or industrial transportation systems;
  - e. Site drainage plan including methods of storm drainage, sanitary sewer system, water supply system and electrical services. Inverse elevations may be required for all underground transmission lines;



- f. Proposed landscape plan, to include appropriate visual screening and noise buffering, where necessary, to ensure compatibility with surrounding properties and uses;
- g. Proposed on-premise signs, fencing or other fabricated barriers, together with their heights and setbacks;
- h. Proof of ownership and signed authorization for the proposed development, if applicant is not the owner of the site; and
- i. A schedule of expected development.

**B. Section 3.105.06, of the Lafayette Land Use and Development Ordinance, establishes findings that must be addressed to approve a site development review. *The applicant must provide a written response to the following:***

- a. Conformance with the General Development Standards contained in this Ordinance.
- b. Characteristics of adjoining and surrounding uses;
- c. Drainage and erosion control needs;
- d. Public health factors;
- e. Traffic safety, internal circulation and parking;
- f. Provision for adequate noise and/or visual buffering from non-compatible uses;
- g. Retention of existing natural features on site; and
- h. Problems that may arise due to development within potential hazard areas.
- i. Connectivity of internal circulation to existing and proposed streets, bikeways and pedestrian facilities.



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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 information listed above under the review criteria section: A, 2
- 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.