



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 \$3,500.00
FEE PAID:	_____ CHECK/CASH: _____
LAND USE DESIG:	_____
APPLICATION ACCEPTED AS COMPLETE	_____

DEVELOPMENT APPLICATION- SUBDIVISION

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 3.107, of the Lafayette Zoning and Development Ordinance establishes findings that must be addressed before granting approval of a subdivision. 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, addresses and phone number 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.
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.
8. Name of the subdivision.
9. Date the drawing was made.
10. Vicinity sketch showing location of the proposed subdivision.
11. Identification of each lot or parcel and block by number.
12. Gross acreage of the subject property, including contiguous properties under the same ownership.



SUBDIVISION

13. Direction of drainage and approximate grade of abutting streets.
 14. Streets proposed and their names, approximate grade, and radius curves.
 15. Any other legal access to the subdivision or PUD other than a public street.
 16. 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.
 17. All areas to be offered for public dedication.
- 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, except individual lots for single-family *attached* dwelling units must be designed so that lot depth is not greater than 3 ½ times the lot width.
- D. Access:** All lots and parcels shall provide a minimum of 40 feet of frontage on a public street. Residential lots or parcels may be accessed by a *private street or partition access easement* if the following requirements can be addressed:
1. The dedication of a public street is infeasible due to parcel shape, terrain, or location of existing structures; and
 2. A public street is unnecessary to provide for the future development of adjoining property.
- E. 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.
- F. 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
- G. Utility Easements:** Utility easements must be provided to accommodate public utilities.
- H. Block standards:** Subdivision blocks must comply with the following:
1. General: The blocks shall be designed to provide adequate building sites; convenient access, circulation, control, and safety of street traffic; and topographical limitations.
 2. Sizes: Blocks shall not exceed 600 feet in length between street lines. Blocks adjacent to arterial streets, previous development patterns or topographical conditions may justify a variation to this requirement. The recommended minimum distance between intersections on arterial streets is 1,800 feet.



SUBDIVISION

I. Streets: All public or private streets within the subdivision must comply with the following:

1. Street location, width, and grade must be consistent with existing and planned streets, topographical conditions, public convenience and safety, and the proposed use.
2. Development shall provide for the continuation of existing streets where necessary to promote traffic circulation in the vicinity of the development.
3. Alignment: Other than minor streets or cul-de-sacs, all streets should be in alignment with existing streets by continuation of the centerlines. "T" intersections should have a minimum distance of 200 feet between the centerlines and not less than 100 feet.
4. Future extension of streets: Where practicable, streets should extend to the boundary of the parcel to permit future development of adjoining land. Dead-end streets may be approved without turn-a-rounds. Reserve strips and street plugs may be required.
5. Intersection angles: Streets shall be laid out to intersect at angles as near to right angles as practical, except where topography requires lesser angles. Minimum corner radii: intersections not at right angles- 15 feet; major arterial intersections-35 feet; other street intersections-20 feet.
6. Existing Streets: Whenever existing public streets adjacent to or within a tract are inadequate width, additional right-of-way shall be provided at the time of subdivision.
7. Half-Streets: Half-streets may be approved to reasonably develop an area and when the Commission finds it possible to require dedication of the other half when adjoining property develops. Reserve strips and street plugs may be required.
8. Cul-de-sacs: Maximum length - 600 feet and terminating with circular turn-a-rounds.
9. Street Names: Names and numbers shall conform to the established City pattern.
10. Grades and Curves: Maximum grades: arterials-7%; collector streets-10%; other streets-15% (for a maximum length of 200 feet). Minimum slope (all streets) – 5%. Minimum 100-foot tangency between reversed curves on arterials.
11. Marginal Access Streets: If development abuts or contains an arterial street, the Commission may require marginal access streets or other measures necessary to protect residential properties and to separate through and local traffic.
12. Alleys: Alleys are required in commercial and industrial districts unless the Commission approves an alternative access to off-street parking and loading facilities. The minimum corner radius is 10 feet.
13. Clear Vision Areas: Clear vision areas are required on corner lots and intersections of a public street with a private street or easement serving more than three parcels.



- K. Street Improvements:** Street improvements must comply with the following:
1. Arterial: The minimum right-of-way width and street improvement to be determined by the planning commission based upon anticipated traffic volumes.
 2. Commercial/Industrial: 60-foot right-of-way width; 40-foot street improvement.
 3. Collector: 60-foot right-of-way width; 36-foot street improvement.
 4. Local Street: 48-foot right-of-way width; 34-foot street improvement.
 5. Cul-de-sac street: 44-foot right-of-way width; 30-foot street improvement.
 6. Cul-de-sac turn-around: 45-foot radius right-of-way; 38-foot street improvement.
 7. Alleys: 15-foot right-of-way width; 12-foot street improvement.
- L. Modification of Right-of-Way and Improvement Width:** The Planning Commission may allow modification to the public street standards when both of the following criteria are satisfied:
1. The modification is necessary to provide design flexibility in instances where:
 - a. Unusual topographic conditions require a reduced width or grade separation of improved surfaces; or
 - b. Parcel shape or configuration precludes accessing a proposed development with a street which meets the full standards; or
 - c. A modification is necessary to preserve trees or other natural features determined to be significant to the aesthetic character of the area.
 2. Modification of the standards shall only be approved if the alternative design provides adequate vehicular access based on anticipated traffic volumes.
- M. Surface Drainage:** Drainage facilities are required and must connect the subdivision with drainage-ways outside the subdivision. The applicant is advised to contact the Department of Public Works and City Engineer to obtain specific design requirements.
- N. Sanitary Sewers:** Sanitary sewer is required and shall connect the subdivision to existing mains both on and off the property. The applicant is advised to contact the Department of Public Works and City Engineer to obtain specific design requirements.
- O. Water System:** Water lines, including fire hydrants, are required and must connect with water mains outside the subdivision. The applicant is advised to contact the Department of Public Works and City Engineer to obtain specific design requirements.
- P. Master Plan:** A master plan for development is required for any application which leaves a portion of the subject property capable of being re-divided.



APPLICATION REQUIREMENTS

- A. Completed and signed application form.

- B. Written response to the review criteria above.

- C. Twelve 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.