

**A Partition Application Includes:**

- Application cover page (submitted to City)
- Explanation of Type I-B Action (copy for applicant)
- Preliminary Partition Plan for the partition (submitted to City)
- Submit materials showing compliance with the requirements of Section 3.106.03, B, 1-7:

B. Each application shall be accompanied by a preliminary partition plat drawn to scale of not less than one (1) inch equals fifty (50) feet nor more than one (1) inch equals 200 feet, and containing at a minimum, the following:

1. Appropriate identification stating the drawing is a preliminary plan.
2. North point, scale and date.
3. Name and addresses of land owner, applicant, engineer, surveyor, planner, architect or other individuals responsible for the plan.
4. Map number and tax lot or tax account number of subject property.
5. The boundary lines and approximate area of the subject property.
6. Dimensions and size in square feet or acres of all proposed parcels.
7. The approximate location and identification of existing streets, bikeways, pedestrian facilities, 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.

- Written explanation of the partition request (submitted to City):

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- Written response to criteria (attached) (submitted to City).

Deposit Fee: \$650.00 (Ordinance No. -----, -----date -----)

Applicants are required to reimburse the City for any and all costs associated with their Land Use Applications. Deposit amounts are based on City Planner, City Engineer, City Attorney and other occurred costs or fees associated with land use applications, must be paid in full by the applicant prior to the City of Willamina signing off on any land use decision. In the event that costs do not exceed the initial application deposit, the City shall reimburse the unused portion of the applicant's deposit.

### **Partition – Written Response to Criteria**

#### Criteria the Planning Commission uses to make a decision.

The applicant is required to submit written responses that provide evidence substantiating all of the following.

Willamina Development Code, Sections 2.208.03 and 3.106.01 (see 2.208.03). Zone District resources are referenced on Page 4.

Section 2.208.03:

A. Explain how the minimum parcel area conforms to the requirements of the zoning district in which the parcel is located.

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Acknowledge that the depth of a parcel shall not be more than 2.5 times the width of the parcel (note: Section 2.208.03, B, includes exceptions for *attached* single family dwellings and parcels created for public uses).

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. In regards to access, explain how parcels provide a minimum frontage, on an existing or proposed public street, equal to the minimum parcel width required by the underlying zone (note: Section 2.208.03, C, includes exceptions for some situations).

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. If “flag” parcels are proposed, explain how the flag parcel standards of Section 2.208.03, D, are met (Lot, Flag: A lot or parcel of land taking access by a relatively narrow strip of land between the major portion of the parcel and the point of public access to the parcel, all of which is under the same ownership or title.).

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. Explain how “through” parcels have been avoided except where essential to provide separation of residential development from major traffic arteries, adjacent non-residential activities, or to overcome specific disadvantages of topography and orientation (Lot, Through: An interior lot having frontage on two streets).

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Explain how the side lines of parcels, as far as practicable, run at right angles to the right-of-way line of the street upon which the parcels face.

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Identify any utility easements provided on parcel areas, existing or proposed, necessary to accommodate public utilities and state how their minimum width complies with the widths specified in Subsection 2.205.02(I).

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

H. Explain how the length, width, and shape of blocks have been designed with regard to (1) providing adequate building sites for the use contemplated; (2) consideration of needs for convenient access, circulation, control, and safety of street traffic; and (3) recognition of limitations and opportunities of topography.

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I. Explain how the requirements for public sewer facilities are met.

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

J. Explain how the requirements for public water facilities, including fire protection, are met.

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

K. Explain how the requirements for public storm drainage facilities are met.

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

L. Explain how the requirements for public street improvements are met, including gutters, curbs, sidewalks and any dedication of public rights-of-way.

Response: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*If additional space is needed, please attach an additional page(s).*

The property is zoned (check the appropriate box):

- Single-family Residential (R-1): Section 2.101.
- Two-family Residential (R-2): Section 2.102.
- Multiple-family Residential (R-3): Section 2.103.
- General Commercial (C-1): Section 2.104.
- Commercial Residential (C-2): Section 2.105.
- Industrial (M-1): Section 2.108.