

A Subdivision Application Includes:

- Application cover page (submitted to City)
- Explanation of Type II Action (copy for applicant)
- Preliminary Subdivision Plan for the subdivision (submitted to City)
- Submit materials showing compliance with the requirements of Section 3.107.02, A, 2:

2. In addition to the information listed in Subsection 3.106.03 of this ordinance, applicants for subdivisions, and planned unit developments shall submit the following:

- a. The name, address and phone number of the applicant engineer, land surveyor, or person preparing the application;
- b. Name of the PUD or subdivision.
- c. Date the drawing was made.
- d. Vicinity sketch showing location of the proposed land division.
- e. Identification of each lot or parcel and block by number.
- f. Gross acreage of property being subdivided or partitioned.
- g. Direction of drainage and approximate grade of abutting streets.
- h. Streets proposed and their names, approximate grade, and radius of curves.
- i. Any other legal access to the subdivision, PUD or partition other than a public street.
- j. Existing topography with contour lines at two (2) foot intervals if ten percent (10%) slope or less, five (5) foot intervals if exceeding ten percent (10%) slope, and a statement of the source of contour information.
- k. Proposed grading and topographical changes with contour lines at two (2) foot intervals if ten percent (10%) or less slope, five (5) foot intervals if exceeding ten percent (10%) slope.
- l. All areas to be offered for public dedication.

- Written explanation of the subdivision request:

- Written response to criteria (attached)

- Deposit Fee: \$2,500.00 (\$750.00 plus \$450.00 per lot up to maximum of \$2,500.00) (Resolution No.16-17-013, May 9, 2017)

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.

Subdivision – 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. Zone District resources are referenced on Page 5.

Willamina Development Code, Sections 2.208 and 3.107.01 (see 2.208).

Section 2.208:

- A. Explain how the minimum lot area conforms to the requirements of the zoning district in which the lots are located.

Response: _____

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

Response: _____

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

Response: _____

D. If “flag” lots are proposed, explain how the flag lot 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” lots 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 lots, as far as practicable, run at right angles to the right-of-way line of the street upon which the lots face.

Response: _____

G. Identify any utility easements provided on lot 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 following requirement is met: Blocks shall not exceed 1,000 feet in length between street lines, except blocks adjacent to arterial streets, or unless the previous adjacent development pattern or topographical conditions justify a variation. The recommended minimum distance between intersections on arterial streets is 1,800 feet.

Response: _____

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

Response: _____

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

Response: _____

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

Response: _____

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

Response: _____

N. Explain how the requirements for public street improvements for street lights and street signs are met.

Response: _____

O. Explain how the requirement for public park dedication or fee in lieu of is met.

Response: _____

P. Explain how the proposed subdivision is laid out to provide safe, convenient, and direct vehicle, bicycle and pedestrian access to nearby residential areas, transit neighborhood activity centers such as schools and parks, commercial areas, and industrial areas; and to provide safe, convenient and direct traffic circulation. At a minimum, "nearby" is interpreted to mean uses within one quarter (1/4) mile which can be reasonably expected to be used by pedestrians, and uses within 1 mile of the subdivision boundary which can reasonably expected to be used by bicyclists.

Response: _____

Q. Explain how the pedestrian/bicycle and accessway connections with adjoining arterial and collector streets are provided when any portion of the site's arterial or collector street frontage is over 600 feet from either a subdivision access street or other pedestrian/bicycle accessway. When natural features (e.g., adverse topography, streams, wetlands) exist, explain how they affect the provisions of pedestrian/bicycle and accessways and if they are proposed to be limited. If buildings or other existing developments on adjacent lands may physically preclude a connection now or in the future considering the potential for redevelopment, explain what the application proposes as a solution.

Response: _____

R. Explain how the park and recreation requirements of Section 2.208.05, B, 16 are met.

Response: _____

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

The property is zoned (check the appropriate box—continued on Page 6):

- 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.