

COMMUNITY DEVELOPMENT DEPARTMENT

360 SW Avery Avenue
Corvallis, OR 97333-1139
(541) 766-6819
FAX (541) 766-6891



APPLICATION

PARTITION

File # _____

**Fee: Planning: \$565 plus \$130 per parcel (no Public Hearing)
Or \$1135 plus \$130 per parcel (with Public Hearing)
Plus \$310 for applications inside the Corvallis UGB*
Public Works: \$240 plus \$68 per parcel
Recording: \$ 48 to record plat (Planning)
Assessment: \$ 50 processing fee**

Property Owner or Contract Purchaser Information

Name: _____ Phone #1: _____

Site Address: _____ Phone #2: _____

Mailing Address: _____ Email: _____

Other individuals to be notified of this application:

<u>Name</u>	<u>Address</u>	<u>City & Zip</u>	<u>Email</u>

General Property Information

Assessor's Map & Tax Lot Number: T _____ S, R _____ W, Section(s) _____, Tax Lot(s) _____

Acreage: _____ Zoning: _____

Existing Structures: _____

Current use(s) of the property: _____

When was the subject property first described in its current configuration in a separate recorded legal description? _____ Recorded Document Number: _____

Uses of adjacent property (not under the ownership of the applicant):

North of property: _____

South of property: _____

East of property: _____

West of property: _____

* **Partitions within the Corvallis UGB** require a Pre-Application Conference prior to acceptance of this Partition application. The Pre-Application Conference was on (date): _____

Partitioning Details

1. Please describe the proposed parcels. Identify the size of the parcels; how the proposed parcels will obtain access (by private easement or by public road); the amount of frontage on a public road, if any; existing improvements (i.e. house, shed, well, septic system).

<u>Parcel</u>	<u>Acreage</u>	<u>Access</u>	<u>Frontage</u>	<u>Improvements</u>	<u>Water</u>	<u>Sewer</u>
1)	_____	_____	_____	_____	_____	_____
2)	_____	_____	_____	_____	_____	_____
3)	_____	_____	_____	_____	_____	_____

2. Has the subject parcel been the subject of a previous land partition approved by Benton County? _____
If yes, does this proposal include the creation of a fourth parcel created? _____

If this proposal would include the approval of a fourth parcel by Benton County and any one of the parcels described immediately above contains more than three times the minimum parcel size (i.e. more than 15 acres in a zone that requires a 5 acre minimum lot size), the request must be reviewed by the County Planning Commission as a series partition. The Planning Commission will review the two or three parcels proposed to be created under this request and may pre-approve any future partitions which you may wish to undertake on this property in succeeding years.

Please describe future proposed parcels which you may wish to have the Planning Commission pre-approve:

<u>Parcel</u>	<u>Acreage</u>	<u>Access</u>	<u>Frontage</u>	<u>Improvements</u>	<u>Water</u>	<u>Sewer</u>
4)	_____	_____	_____	_____	_____	_____
5)	_____	_____	_____	_____	_____	_____
6)	_____	_____	_____	_____	_____	_____
7)	_____	_____	_____	_____	_____	_____
8)	_____	_____	_____	_____	_____	_____
9)	_____	_____	_____	_____	_____	_____

3. Will any parcel obtain access by a private easement, any portion of which currently or is proposed to serve more than the subject parcel? _____ Does the parcel obtaining access by private easement contain more than two times the minimum parcel size? _____ If either answer is 'yes', a road plan and profile described as Attachment 2 must be submitted with the application.

4. Will any of the proposed parcels contain a "panhandle" or "flag lot" access strip? _____
If yes, which parcel? _____; length? _____ft. The access portion of the lot must not exceed 750 feet in length, 300 feet in an Urban Growth Boundary.

5. Is the property within the Corvallis Urban Fringe or the Philomath Urban Fringe? _____ An applicant for a land division in the UR zone shall submit a conversion plan showing possible future development. Please see BCC 64.310 or 64.320 for details.

6. **IF** the property is within the Corvallis Urban Fringe, does it contain floodplain? _____ If yes, please make sure the proposed partition will meet the standards in BCC 83.505 and 83.605

7. **IF** the property is within the Corvallis Urban Fringe, does it contain lands identified on the Corvallis Urban Fringe Natural Features Maps? _____ If yes, please make sure the proposed partition will meet the standards in BCC Chapter 88.

8. Is the only access or proposed access to the property via a road that crosses a railroad? _____ If yes, please draw the location on your map and explain here: _____

Water and Septic Requirements

1. Submit materials demonstrating compliance with Benton County Code 99.800 through 99.850. Please see the attached informational sheet, "New Water Supply Requirements for Partitions and Subdivisions."
2. Is there an existing septic system on the proposed parcel(s)? _____ An evaluation by Environmental Health will be required of an existing system unless the system was recently installed or repaired. A site suitability of a vacant parcel intended for residential use will be required prior to final approval in order to determine the suitability of the site for a septic system. Please attach a copy of any septic system records you may have available.

Attachments

1. Sketch Map. Three copies of an accurate scale drawing of the proposal are required. The drawing must contain:
 - a) The entire boundary of the parent parcel and each proposed parcel
 - b) The number and size of each proposed parcel.
 - c) The location of any existing improvements, including buildings, wells, and septic systems.
 - d) The approximate dimensional length of each proposed parcel line.
 - e) The location of any existing easement or proposed easement for a private roadway, utility, or other purpose.
 - f) The location of any proposed public road right-of-way.
 - g) If the request is being reviewed as a series partition, twelve copies of the sketch plan must be submitted. The sketch plan should identify the proposed future parcels with all of the above information and be indicated as future parcels through appropriate notation and the use of a dashed boundary line.
2. A copy of deed(s) covering the subject property and contiguous property in the same ownership.
3. Water supply materials that demonstrate compliance with BCC 99.800 through 99.850.
4. **IF** the property is within the Corvallis Urban Fringe or the Philomath Urban Fringe: A conversion plan showing possible future development. See BCC 64.310 or 64.320 for details.

Signature(s)

I hereby certify that I am the legal owner or contract purchaser of the above noted property; that the information contained herein is accurate to the best of my knowledge; and that the requested partitioning would not violate any deed restrictions attached to the property.

Owner/Contract Purchaser Signature	Date
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Owner/Contract Purchaser Signature	Date
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For Office Use Only

Date Application Received: _____ Receipt Number: _____ By: _____

File Number Assigned: _____ Planner Assigned: _____

Date Application Deemed Complete: _____