



COMMUNITY DEVELOPMENT DEPARTMENT

360 SW Avery Avenue
Corvallis, OR 97333-1192
(541) 766-6819
FAX (541) 766-6891

APPLICATION

SUBDIVISION

File # _____

Fee: Planning: \$1,190 plus \$140/lot
Plus \$310 for applications inside the Corvallis UGB
\$600 (deposit toward actual cost) for hydrogeologic study review
Public Works: \$810 plus \$71/lot *Pre-Monumented*
or \$1130 plus \$71/lot (plus 120% bond required) *Post-Monumented*
Assessment: \$50 plus \$3 per lot/tract processing fee
Recording: See Records Department fee schedule (Depends on # of lots)**
**Record fees under Community Development Department

Property Owner or Contract Purchaser Information

Name: _____ Phone #1: _____

Site Address: _____ Phone #2: _____

Mailing Address: _____ Email: _____

Other individuals to be notified of this application:

Name Address City & Zip

General Property Information

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

Acreage: _____ Zoning: _____

Existing Structures: _____

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

Current use(s) of the property: _____

Date the **required pre-application conference** was held: _____

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

North of property: _____

South of property: _____

East of property: _____

West of property: _____

Attachments

1. A preliminary subdivision guarantee report.
2. Materials demonstrating compliance with Benton County Code 99.800 through 99.850. (See the attached informational sheet, "New Water Supply Requirements for Partitions and Subdivisions.")
3. Fifteen copies of a preliminary plat that conforms to County Surveyor map standards and contains the following information:
 - a. Parcel and road design consistent with the Development Code.
 - b. Location, names, width, elevation and grades of existing and proposed streets in, or adjacent to, the proposed subdivision.
 - c. Contour lines at two-foot intervals unless otherwise approved by the County Engineer. Five-foot contour lines may be used in areas of greater than fifteen (15) percent slope or if the tract is divided into lots of five (5) acres or more. The source and accuracy of contour shall be specified.
 - d. The location of at least one temporary benchmark within the boundaries of the proposed subdivision.
 - e. The location of all areas subject to the base flood as shown on the Flood Boundary and Floodway Map on file in the office of the Development Department, 360 SW Avery Avenue, Corvallis.
 - f. Soils using USDA Soil Conservation Service information or field studies prepared from specific site data.
 - g. The proposed lot lines, approximate dimensions and lot and block numbers.
 - h. Proposed phases or additions for the completion of public improvements and the filing of final plats.
 - i. The location, width and purpose of all easements.
 - j. The location of all utilities including water, sewer, power, telephone, natural gas and cable television.
 - k. The proposed plan for stormwater drainage including any off-site improvements.
 - l. The location and purpose of all common or public facilities.
 - m. The proposed subdivision name, and the name, address, and phone number of the applicant and all representatives responsible for the plan.
 - n. A vicinity map showing the boundary of the parent parcel, intersecting parcel lines, adjacent streets, railroads, sewers, water lines and ownership abutting the boundary of the parent parcel as found in the County Assessor's records.
4. A narrative providing the following information:
 - a. A phased development schedule.
 - b. A schedule for construction of all improvements.
 - c. The proposed method for providing water supply for each lot.

