



COMMUNITY DEVELOPMENT DEPARTMENT

360 SW Avery Avenue
Corvallis, OR 97333-1139
(541) 766-6819
www.co.benton.or.us/cd/

APPLICATION

SERIES PARTITION (Preliminary Approval Only)

File #

Fee: \$ (SEE CURRENT FEE SCHEDULE)

ALL SECTIONS MUST BE COMPLETED. ATTACH ADDITIONAL SHEETS IF NECESSARY. REVIEW WILL BEGIN ONLY WHEN THE APPLICATION IS DETERMINED TO BE COMPLETE

I. Property Owner(s) Information

Name(s): Phone #1:
Mailing Address: Phone #2:
City: State: Zip: Email:

II. Applicant Information

Name(s): Phone #1:
Mailing Address: Phone #2:
City: State: Zip: Email:

Other individuals to be notified of this application: Name, Address, City & Zip, or Email

III. Property Information

Site Address:
Assessor's Map & Tax Lot Number: T S, R W, Section(s), Tax Lot(s)
Acreage: Zoning: Fire District:
Water Supplied By: Sewage Disposal Type:
Existing Structures:
Current use(s) of the property:

IV. Request Summary (Example: "Conditional Use approval to operate a commercial kennel in the RR Zone.")

V. Attached Documentation: With all land use applications, the "burden of proof" is on the applicant. It is important that you provide ALL the information listed on the following pages at the time you submit your application. The processing of your application does not begin until the application is determined to be complete.

**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)	_____	_____	_____	_____	_____	_____
4)	_____	_____	_____	_____	_____	_____
5)	_____	_____	_____	_____	_____	_____
6)	_____	_____	_____	_____	_____	_____
7)	_____	_____	_____	_____	_____	_____
8)	_____	_____	_____	_____	_____	_____
9)	_____	_____	_____	_____	_____	_____

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? \_\_\_\_\_

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

\_\_\_\_\_

Owner/Contract Purchaser Signature \_\_\_\_\_  
Date

*For Office Use Only*

Date Application Received: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ By: \_\_\_\_\_

File Number Assigned: \_\_\_\_\_ Planner Assigned: \_\_\_\_\_

Date Application Deemed Complete: \_\_\_\_\_