



COMMUNITY DEVELOPMENT DEPARTMENT

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

APPLICATION

PARTITION

Fee: \$ _____

File # _____

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

Table with Base Fees: Planning, Public Works, Assessor, Recording, If PUD in Corvallis. Includes a note: (See fee schedule for additional fees) and *Planning fee when public hearing is requested by applicant.

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. Parent Property Information

Site Address (if available): _____

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

Fire District: _____ Acreage: _____ Zoning: _____

Site inside Corvallis Urban Fringe and the Urban Residential or Floodplain Agriculture Zone? [] Yes / [] No

➔ If Yes, Attach the "PUD in Corvallis Urban Fringe" document; provide info. Included? [] Yes / [] No

Current use(s) of the property: _____

IV. Request Summary (Example: "Partition 15 acre RR-5 zoned property into 3 parcels.")

Blank lines for request summary



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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

- IF the property is within the Philomath Urban Fringe:** A conversion plan showing possible future development. See BCC 64.320 for details: <https://www.co.benton.or.us/planning/page/development-code>.
- Please describe the proposed parcels. Identify the size of the parcels in acres; how the proposed parcels will obtain access (by private easement or by public road); the linear feet of frontage on a public road, if any; all existing improvements (i.e., house, shed, barn, etc.); the water source (well, spring, city); and sewage treatment system (septic or sewer). Attach proof of any existing access easements proposed for use.

<u>Parcel</u>	<u>Acreage</u>	<u>Easement/Road</u>	<u>Frontage</u>	<u>Improvements</u>	<u>Water</u>	<u>Sewage</u>
1)	_____	_____	_____	_____	_____	_____
2)	_____	_____	_____	_____	_____	_____
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? Yes / No Does the parcel obtaining access by private easement contain more than two times the minimum parcel size? Yes / No
 If either answer above is 'yes', a road plan and profile coordinated with your local fire department or state fire marshal must be submitted with the application.
- Will any of the proposed parcels contain a "panhandle" or “flag lot” access strip? Yes / No
 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.)*
- Is the property within the Fender’s Blue Butterfly Overlay? Yes / No If yes, then you need to comply with BCC 87.330.
- Is the only access or proposed access to the property via a road that crosses a railroad? Yes / No If yes, please draw the location on your map and explain here: _____
- Is the property within a **Special Flood Hazard Area (Zone AE or Zone A)** as designated on the Benton County Flood Insurance Rate Maps? Yes / No If yes, you must submit documentation with the application that the proposed partition will meet the standards in BCC 83.605.

Water and Septic Requirements

- Submit materials demonstrating compliance with Benton County Code 99.800 through 99.850. Please see the informational sheet, “Water Supply Requirements for Partitions and Subdivisions” on our website. If a well pump test is required, when was it conducted? _____ (date). Resulting flow (gallons per minute) for each well? _____
- Is there an existing septic system on the proposed parcel(s)? Yes / No



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If 'yes', an evaluation by Environmental Health will be required of an existing system unless the system was recently installed or repaired. Please attach a copy of any septic system records you have.

If 'no', 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.

- 3. Are any parcels (existing or proposed) to be served by shared wells? ... Are any existing wells currently shared with parcels that are not involved in the current partition request? ...

Additional Materials

- 1. Sketch Map. Two copies of an accurate scale drawing of the proposal are required. The drawing must contain:
- The entire boundary of the parent parcel and each proposed parcel, including the approximate dimensional lengths of each parcel boundary.
- The number (e.g., "Parcel 1") and size of each proposed parcel.
- The location of all existing improvements, including buildings, wells (with well registration numbers), septic systems, and driveways.
- The location of any existing easement or proposed easement for a private roadway, utility, or other purpose.
- The location of any proposed public road right-of-way.
- If the request is being reviewed as a series partition, twelve copies of the sketch plan must be submitted.
2. A copy of the most recent deed(s) covering the subject property and contiguous property in the same ownership.
4. Other attachments, if required in response to questions above.

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



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For Office Use Only

Date Application Received: _____ By: _____ File Number Assigned: LU- _____

Planner Assigned: _____ Date Application Deemed Complete: _____