



595 Main St. Aumsville, Oregon 97325
(503) 749-2030•TTY 711•Fax (503) 749-1852
www.aumsville.us

I acknowledge that if the actual cost to process and review the application by contracted or full-time staff exceeds the application fee, the applicant will be responsible for the excess charges. The fee would be considered a deposit toward the actual cost.

FOR OFFICE USE ONLY

Filing fee: \$1000

Date Rec'd/Fee Pd

Receipt No.

**CONDITIONAL USE APPLICATION
TYPE II ACTION**

Site Address/Location: _____

Applicant: _____

Address: _____

Email: _____

Phone: _____

Cell: _____

Property Owner (if different than applicant): _____

Address: _____

Email: _____

Phone/Cell: _____

Fax.: _____

We, the undersigned property owner(s) or authorized agent(s), request a conditional use under the Aumsville Development Ordinance as permitted by Section No. _____ for property legally described as:

For the following reason: _____

1. Current Information

Address and general location of the property: _____

a) Current zoning: _____

b) Total current area (square feet): _____

c) Dimensions of the current property: _____

d) Current use of the property: _____

e) Number of existing structures and general description: _____

f) Is this area served by curbs and sidewalks? YES ☐ NO ☐

g) Total number of employees: _____

2. Additional Comments and Explanations

3. Attachments

- a. Certified list and one page of labels obtained from Marion County, or a title company, of the names of the owners of all property within 100 feet of the boundary of the property proposed for a conditional use, the mailing addresses as they appear on the most recent assessment and tax roll of Marion County shall be attached. Property owned by the City of Aumsville shall not be deemed as part of the affected area. Please include the name and address of the applicant and property owners of the subject property in your list.
- b. Provide original 3 copies and a pdf (on flash drive or via email) of a scale drawing showing the boundary of the property with dimensions, the location of existing structures, and the location of the structure for which the conditional use is requested. The plan shall be drawn on good quality paper no smaller than 11.5" x 17", nor larger than 18" x 24". Provide PDF of the document(s). Email to rharding@aumsville.us.
- c. Applications for hearing before the planning commission for development permits shall include a parking and/or loading plan, drawn to scale, and conforming with Section 18.00 of the development ordinance.
- d. Signs to be used as part of any development proposal shall be considered at a public hearing held for the purpose of obtaining approval of the entire project. Therefore, said signs and their associated applications shall be submitted as part of the evidence for the application (Sign Permit and Section 19.00 of the development ordinance).
- e. Under Section 23.00, a landscape plan is required and shall show the following:
 1. The location and height of existing and proposed fences and other buffering or screening material;
 2. The location of existing and proposed terraces, retaining walls, decks, patios, shelters, and play areas;
 3. The location, size, and species of the existing and proposed plant materials (at time of planting);
 4. Existing and proposed building and pavement outlines;
 5. Specifications for soil at time of planting, irrigation if plantings are not drought tolerant (may be automatic or other approved method or irrigation) and anticipated planting schedule.

AUMSVILLE DEVELOPMENT ORDINANCE 14.00 – CONDITIONAL USES

14.05 Criteria for Granting a Conditional Use:

- (A) The proposal will be consistent with the provisions of the Development Ordinance, the underlying land use zone, and other applicable policies of the city.
- (B) Taking into account location, size, design and operation characteristics, the proposal will have minimal adverse impact on the livability, value, and appropriate development of abutting properties and the surrounding area compared to the impact of development that is permitted outright.
- (C) The location and design of the site and structures for the proposal will be as attractive as the nature of the use and its setting warrants.
- (D) The proposal will preserve assets of particular interest to the community.

4. Does your application meet the Criteria for a Conditional Uses, Section 14.00 (give complete explanations - the more information you provide, will expedite and/or smooth the hearing process)

- a. Is the proposal consistent with the Comprehensive Plan and the objectives of the zoning ordinance and other applicable policies of the City?

Yes ☐ No ☐ Please explain: _____

- b. Taking into account location, size, design and operation characteristics, does the proposal have minimal adverse impact on the livability, value, and appropriate development of abutting properties and the surrounding area compared to the impact of development that is permitted outright?

Yes ☐ No ☐ Please explain: _____

- c. Will the location and design of the site and structures for the proposal be as attractive as the nature of the use and its setting warrants?

Yes ☐ No ☐ Please explain: _____

- d. Will the proposal preserve assets of particular interest to the community?

Yes ☐ No ☐ Please explain: _____

e. Does the applicant have bona fide intent and capability to develop and use the land as proposed, as well as an appropriate purpose for submitting the proposal?

Yes ☐ No ☐ Please explain: _____

f. Does the applicant have some appropriate purpose for submitting the proposal?

Yes ☐ No ☐ Please explain: _____

5. The application must be signed by the applicant and all owners of the applicable property.

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Property Owner Name: (please print) _____

Property Owner Signature: _____

Mailing Address: _____

Property Owner Name: (please print) _____

Property Owner Signature: _____

Mailing Address: _____