



595 Main St. Aumsville, Oregon 97325  
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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: \$3200

Date Rec'd/Fee Pd

Receipt No.

**SUBDIVISION APPLICATION  
TYPE III ACTION**

Upon compliance with Sections 12.00 and 20.26 regarding Subdivision applications, a public hearing shall be scheduled before the Aumsville Planning Commission and the Aumsville City Council. A complete application shall be submitted and deemed complete at least **twenty days prior to the regularly scheduled meeting of the Aumsville Planning Commission at which the public hearing will be held.** The Planning Commission will provide a recommendation to the City Council who will render the final decision. The applicant shall complete an application as required by the city, pay the fee, and submit six (6) copies of the preliminary plan together with six (6) copies of any supplementary material. Please also submit a PDF of all documents to the city (email: rharding@aumsville.us)

Site Location Description: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Contact: \_\_\_\_\_

Engineer Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Owner (if different from applicant): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Contact: \_\_\_\_\_

We, the undersigned property owner(s) or authorized agent(s), request a subdivision review to allow the construction of (short description of subdivision: # of lots, etc.): \_\_\_\_\_ as permitted by Section No. 22.26 of the Aumsville Development Ordinance for property legally described as: Marion County Map No.(s) \_\_\_\_\_, (Section, Township, and Range) (if available) Marion County Parcel No.(s) \_\_\_\_\_, Lot \_\_\_\_\_ Block \_\_\_\_\_ For the following reason: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**PRELIMINARY PLAT:**

Applicants for subdivisions shall include the following information and data on a preliminary plat:  
(Attach additional information as needed)

- A. Vicinity Map. Submit a reduced scale drawing/map showing the proposed subdivision in relation to the adjacent area; showing existing subdivisions, streets, and tract lines of acreage land parcels; the names of the recorded owners of all land parcels within 100 feet, or farther if necessary, to assist in locating proposal.
- B. Name and address of applicant's engineer
- C. Location of proposal by:  
Section, Township, and Range.
- D. Legal description sufficient to define the location and boundaries of the proposal according to the real estate records of the Marion County Assessor
- E. Date
- F. Northpoint
- G. Scale of drawing at either 1"=50' or 1"= 100'
- H. Name of Subdivision: \_\_\_\_\_  
**(This name must not resemble the name of any other development within the city or within five (5) miles of Aumsville.)**
- I. State the location, widths and names of both open and unopened streets within, or adjacent to the proposed subdivision together with easements and other important features such as section lines, section corners, city boundary lines, monuments, railroad rights-of-way
- J. State location in the adjoining streets or property of existing sewers and water mains, culverts and drainpipes, electric conduits or lines proposed to be used on the property to be subdivided and invert elevations of sewers at points of proposed connections.
- K. Zoning on and adjacent to the proposed subdivision
- L. Existing uses of the property, and adjacent property within two hundred fifty (250) feet, including location of all existing structures, to remain on the property.
- M. Lot layout with approximate dimensions and property lot numbers
- N. Location, width, directions, and flow of all water courses
- O. Contour lines and the elevations of all control points which are used to determine the contours.

**Flooding Matters:**

- 1) Location of properties within the 100 Year Flood Plain
- 2) Location of and direction of drainageways or easements
- 3) Location of areas subject to flooding
- 4) Locations of properties subject to inundation or storm water overflow within or adjacent to the proposed subdivisions
- P. The direction of slope by means of arrows or other suitable means
- Q. Natural features such as:
  - 1) Rock outcroppings
  - 2) Marshes
  - 3) Wetlands
  - 4) Wooded areas
  - 5) Buildable area trees over twelve (12) inches in diameter measured at four and one-

half (4 1/2) feet from the ground

R. Contemplated and existing public areas within the proposed subdivision:

- 1) Location
- 2) Size
- 3) Use
- 4) A description of the adaptability of the area for uses contemplated
- 5) Areas for public use, approved by the Commission, shall be dedicated for such use and indicated on the final plat before recording.

S. Proposed Streets:

- 1) Location
- 2) Widths
- 3) Names
- 4) Approximate radius of curves
- 5) Required bikeways
- 6) Pedestrian facilities
- 7) The relationship of all streets to any projected streets as shown on any development plan adopted by the Commission

T. Easements located on the site or abutting property, showing the width and purpose of all easements

U. Proposed land uses

V. Proposed deed restrictions or covenants

W. Total acreage in the subdivision and the percent of land dedicated to the public, not including easements

X. All public improvements proposed to be installed and the approximate time installation is desired

Y. Submit any special improvements to the Commission with sufficient detail as is practical

Z. Supplementary information, plans, and details:

- 1) Approximate centerline profiles with extensions for a reasonable distance beyond the limits of the proposed subdivision showing the finished grade of streets and the nature and extent of street construction.
- 2) A plan for showing the proposed placement of meter boxes.
- 3) A plan for flood control, including profiles of proposed drainage ways.
- 4) If lots are to be graded, a plan showing the nature of cuts and fills and information on the character of the soil.

AA. A legend that clearly defines lines, patterns, symbols, and other patterns used on the plat included?

### **DECISION CRITERIA**

The criterion below is from the Aumsville Development Ordinance and must be considered at any public hearing on this application.

A. Is the overall dwelling density consistent with policies contained in the Aumsville Comprehensive Plan?

**YES** ☐ **NO** ☐ **Please Explain:** \_\_\_\_\_

B. Does each lot satisfy the dimensional standards of applicable zoning?

**YES** ☐ **NO** ☐ **Please Explain:** \_\_\_\_\_  
\_\_\_\_\_

C. Are there adequate public facilities available to serve the newly created lots?

**YES** ☐ **NO** ☐ **Please Explain:** \_\_\_\_\_  
\_\_\_\_\_

D. Will this development increase the parcels' or the structures' use of the public improvement facilities?

**YES** ☐ **NO** ☐ **Please Explain:** \_\_\_\_\_  
\_\_\_\_\_

E. Does the subdivision comply with the applicable design criteria in Development Ordinance Section 20.34?

**YES** ☐ **NO** ☐ **Please Explain:** \_\_\_\_\_  
\_\_\_\_\_

**ATTACHMENT:**

A certified list 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 subdivision, the mailing addresses, and the description of their properties as it appears on the most recent assessment and tax roll of Marion County, or as it appears in the deed records of the county, if such records be later, 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.

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

**Applicant Name (please print):** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Property Owner Name (please print):** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Property Owner Name (please print):** \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Prepare and attach additional signatures, if necessary.**