

STAFF USE ONLY

CASE : _____ DATE FILED: _____ DATE COMPLETE : _____

 FEE PAID

RECEIPT #:



City of Corvallis - Development Services Division
 501 SW Madison Ave.
 Corvallis, OR 97333
 Telephone: (541) 766-6929
 FAX: (541) 766-6936
 www.corvallispermits.com

Plan Compatibility Review Application

Location / Description of Subject Property (ies)

Street Address _____

Benton County Tax Assessor Map _____ Tax Lot(s) # _____

Subdivision Name or Partition # _____

Zone _____ Size (acres) _____ Density Range _____ du/ac - _____ du/ac

 Historic Overlay
 Natural Features
 Related Land Use Cases _____

Applicant Information

 Applicant(s) Name(s) _____
Last First M.I.
 Same as Property Owner

Street Address _____

City _____ State _____ Zip Code _____

Phone # _____ Email Address _____

 Contact preference ? mail phone email

Property Owner Information (where different than Applicant)

 Property Owner(s) Name(s): _____
Last First M.I.

Street Address _____

City _____ State _____ Zip Code _____

Phone # _____ Email Address _____

 Contact preference ? mail phone email

Property Owner(s) Signature(s) _____ Date _____

(If Legal Representative: provide supporting documentation)

Attachments (refer to the following pages)



Track the status of your application
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REVISED JUNE 2010

Section 2.13.30.01 - Application Requirements

When the Director deems any requirement below unnecessary for proper evaluation of a proposed application, it may be waived.

An application for Plan Compatibility Review shall include the following:

- a.** Location and description of the subject property(ies), including all of the following, as relevant: address; tax assessor map and tax lot number; parcel number; written description of the boundaries of the proposal; and one set of assessor's maps of the subject site and surrounding area, with the subject site outlined in red;
- b.** Signed consent by the subject property's owner(s) and/or the owner's legal representative(s). If a legal representative is used as a signatory, written proof of ability to be a signatory shall be furnished to the City. The owner's name(s) and address(es), and the applicant's name, address, and signature shall also be provided;
- c.** Narrative addressing all aspects of the requested variation(s) and describing how the application meets the review criteria in Section 2.13.30.05, below; and
- d.** One set of plans no larger than 24- by 36-in. and one set of plans reduced to no larger than 11- by 17-in. Where necessary, additional detail sheets shall be provided. Site plan(s) and other graphics shall be drawn to scale and shall contain a sheet title, date, north arrow, and legend placed in the same location on each sheet and show existing and proposed:
 1. Relationship of the site to adjoining properties, streets, alleys, structures, public utilities, and drainageways;
 2. Lot line dimensions;
 3. Location of structures;
 4. Vehicle and pedestrian access points and accessways;
 5. General location of vegetated areas;
 6. Utility service areas;
 7. Fences and walls;
 8. Parking, maneuvering, loading, and refuse areas;
 9. Direction of traffic flow on the property;
 10. Drainage controls; and
 11. Modifications to existing grades.
- e.** Exterior lighting plan, which may be shown on the site plan, indicating location, size, height, typical design, material, color, and method of illumination;
- f.** Plans and elevations of structure(s) drawn to scale indicating:
 1. Heights of structures;
 2. Entrances and exits of proposed structures; and
 3. Architectural drawings or sketches, including floor plans, in sufficient detail to permit computation of yard requirements.

- g.** Landscape plan drawn to scale showing:
 - 1. Location of existing trees and shrubs over three ft. in height proposed to be removed or retained on the site;
 - 2. Location and design of landscaped areas;
 - 3. Proposed varieties and sizes of trees and plant materials;
 - 4. Other pertinent landscape features, including irrigation systems required to maintain plant materials.

- h.** Data indicating:
 - 1. Square footage of site and structures;
 - 2. Building coverage (as a percentage of the site);
 - 3. Square footage of the site to be landscaped;
 - 4. Landscape coverage (as a percentage of the site);
 - 5. Number of parking spaces provided;
 - 6. Building materials to be used; and
 - 7. Specifications as to type, color, and texture of exterior surfaces of proposed structures.

- i.** Information required by Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting, Chapter 4.5 - Natural Hazard and Hillside Development Provisions, Chapter 4.11 - Minimum Assured Development Area (MADA), Chapter 4.12 - Significant Vegetation Protection Provisions, and Chapter 4.13 - Riparian Corridor and Wetland Provisions, as applicable;

- j.** Any additional information that the Director may require for proper evaluation of the proposed site plan. Such additional information shall be required only where its need can be justified on the basis of special and/or unforeseen circumstances; and

- k.** An electronic version of these documents (both text and graphics, as applicable) if an applicant has produced part or all of an application in an electronic format. The applicant shall coordinate with the City regarding compatible electronic formats, to the greatest extent practicable.

2.13.30.05 - Review Criteria

Uses requiring Plan Compatibility Review shall be reviewed to ensure compatibility with existing and potential Uses on nearby lands. The following factors shall be considered:

- a.** The proposed development shall be in conformance with the purposes of this Chapter;

- b.** Neighboring property owners and residents shall be protected through reasonable provisions regarding surface water drainage; suitable sound and site buffers; preservation of views, light, air; and other aspects of design that may have substantial effects on neighboring land uses;

- c.** The proposed development shall not adversely affect traffic, parking, and access; and

- d.** Where Significant Natural Features are involved, the proposed development shall not adversely impact Significant Natural Features regulated by Chapter 4.2 - Landscaping, Buffering, Screening, and Lighting, Chapter 4.5 - Natural Hazard and Hillside Development Provisions, Chapter 4.11 - Minimum Assured Development Area (MADA), Chapter 4.12 - Significant Vegetation Protection Provisions, and Chapter 4.13 - Riparian Corridor and Wetland Provisions.