CLACKAMAS
COUNTY

SUPPLEMENTAL APPLICATION
MULTIPLE DWELLING LAND DIVISION (*TBR and AG/F ZONED LAND*)
(November - 2008)

APPLICANT INFORMATION:

Name_____ **File #**_____ **Date**_____

WHAT IS A MULTIPLE FOREST DWELLING LOT DIVISION?
ORS 215.780 allows a lot division to separate parcels that have multiple legally established nonconforming single-family residential dwellings within the Forest (TBR) zone, Subsection 406.10(B) or Agricultural/Forest (AG/F) zone, Subsection 407.10(B). A Multiple Dwelling Lot Division is a type of land use application which may only be approved if the parcel and existing dwellings meet the specific approval criteria. This provision shall not apply to the creation of separate lots or parcels for temporary or accessory farm dwellings, residential trailers and recreational vehicles established under a previous land use approval.

WHAT IS NEEDED FOR APPROVAL?
A Multiple Dwelling Lot Division MAY be permitted after evaluation according to criteria in the ZDO. The County must make written findings to support the decision. The applicant is responsible for providing evidence to demonstrate that the Multiple Dwelling Lot Division request satisfies the criteria in either Subsection 406.10(B) – TBR or 407.10(B) – AG/F.

WHAT ARE CHANCES FOR APPROVAL?
Staff cannot predetermine the decision on this or any application. A decision of approval or denial will only be made after the complete application is processed. This includes review of citizen and agency comments. The decision is based on criteria appropriate to this application as listed in the ZDO. In order to address the necessary criteria, the information requested in this supplemental application should be as thorough and complete as possible.

APPLICATION PROCESS
Multiple dwelling lot division permits are subject to the Administrative Action process set forth in Section 1305 of the ZDO. Public comments received from the Community Planning Organizations (CPO), property owners, agencies and other interested parties may affect the decision on the application. Special conditions may be attached to any approvals. The final County decision can be appealed to the State Land Use Board of Appeals (LUBA) by the applicant or any other interested person.

STAFF WILL ATTACH THE FOLLOWING PERTINENT INFORMATION:

_____ Land Use Application _____ CPO Information _____ Section 401

_____ Sample Plot Plan _____ Application Process

HOW LONG WILL IT TAKE TO GET A FINAL DECISION ON THIS APPLICATION?

Approximately 6 to 8 weeks, or 150 days if the initial decision is appealed.

COMPLETE APPLICATIONS REQUIRE THE FOLLOWING:

1. Land Use Application Form: - Information on applicant and land involved in the application.

2. Application Fee: _____ (*Fee is nonrefundable upon decision or staff report; partial refund if withdrawn after notice; full refund if withdrawn prior to notice.*)

3. Plot Plan: Drawn to scale on 8.5" x 11" or 8.5" x 14" paper, showing the property and your proposal (buildings, driveway, etc.).

4. Supplemental Application: This application is reviewed through a Public notice process by Clackamas County. Submit the following information for a Multiple Dwelling Lot Division:

   a. **The applicant must demonstrate that each of the existing dwellings were legally established prior to November 4, 1993**. Temporary dwellings, accessory farm dwellings, dwellings with a condition of removal at some later date and previous approval disallowing a division approved under a previous land use application will not qualify under this provision. Nonconforming dwellings must satisfy the provisions of Subsection 1206.06 of the ZDO. Appropriate documentation to establish a nonconforming dwelling can include County Assessor's records, utility billing or rental receipts and Building permits.

   b. **Each dwelling complies with the criteria for a replacement dwelling under Subsection 406.04(D) TBR or Subsection 401.04(D) AG/F**. A copy of the Assessor's Record photo of the original dwelling is required. (It is suggested to supplement the application with photo's showing the intact exterior walls and roof structure, indoor plumbing consisting of a kitchen sink, toilet and bathing facilities connected to a sanitary waste disposal system, interior wiring for interior lights and the heating system.)

   c. **Except for one lot or parcel, each lot or parcel created under this provision shall be between two (2) and five (5) acres in size**. (Example: 40 acre lot with two dwellings is divided into one – 35 acre parcel and a maximum of one – 5 acre parcel. Indicate the proposed division size by plot plan marked – parcel 1, parcel 2, etc., etc.)

   d. **At least one (1) dwelling is located on each lot or parcel created under this provision**. (Indicate on the plot plan where each dwelling is located.)

   e. **A minimum of thirty (30) feet shall be required for front, rear and side yard setbacks except for pre-existing property lines that preclude this requirement**. (Indicate the setbacks of each dwelling, all accessory structures, roads, driveways, wells, streams and septic systems on the plot plan. Specifically identify all "proposed" changes, i.e., new access, new easement or new roadway.)

   f. **INFORMATIONAL ONLY** - An irrevocable deed restriction prohibiting the landowner and their successors from further divisions will be required to be recorded if approval is made. The irrevocable deed restriction can only be released by the County Planning Director if the land use regulations no longer subject the property to this requirement. This will not be required at submittal of an application.

(**Questions:** Contact Gary Hewitt, Sr. Planner at 503-742-4519 or garyh@co.clackamas.or.us)

WHAT ELSE THE PLANNING DIVISION WILL NEED TO PROCESS YOUR REQUEST

1. PHOTOS SHOWING: EACH DWELLING BY SEPARATE ADDRESS OR NUMBER

   A. OUTSIDE OF DWELLING FROM ALL SIDES
   B. INTERIOR KITCHEN SINK
   C. INTERIOR TOILET
   D. INTERIOR BATHING FACILITY
   E. SEPTIC SYSTEM HOOKUP
   F. ELECTRICAL BOX
   G. LIGHT SWITCH AND LIGHT
   H. HEATING SYSTEM

2. ASSESSOR'S INFORMATION FROM THE COUNTY ASSESSOR'S OFFICE (*SEE ATTACHED EXAMPLES*)

KEY 690531 CODE 040004

SITUS 2 5E 17D 00100

43700 SE TAPP RD

SANDY OR

ACRES 7.72

E-F-U

Land Class	Bldg.	Year Built	Maint. Area	Year Appr.	Appr. No.
641	131	47	069	796	

VALUATION SUMMARY OF REAL PROPERTY

Assessment Year	Total Acres	Land (POTENTIALLY SUBJECT TO ADD'L FOREST LAND TAX)	Improvements	F.P. Acres	F.P.L.V.	Remarks
9[illegible]	[illegible]72	17100	50490	6.72	380	

R25E17D 00100 97T	7.72	17,700	8% B 54,520	FPA 6.72	FPLV POT 400 ZFY
R25E17D 00100 98T	7.72	13,430	-5% B 51,790	F[illegible]A	FPLV POT 410 ZFY
R25E17D 00100 99T	7.72	L 20,280	P 51-[illegible]		FPLV POT 420 ZFY
25E17D 00100 2000	7.72	21,350			

EXAMPLE

ASSESSOR JACKET

12969 S. CARUS RD

BUILT	1984	COST $	RENT $
REMODELED	19	COST $	V. I.
SOLD	19	AMT. $	
SOLD	19	AMT. $	
SOLD	19	AMT. $	
SOLD	19	AMT. $	

INTERIOR INSPECTED

YEAR	88					
YES	MR					
NO						

Current unit to be replaced

M.V.D.#

APPR.	DATE	DWELLING UNITS	UNIT AREA	TOTAL AREA	STORIES
KMR	2/19/88	1 2 3 4	SQ. FT.	1568 SQ. FT.	1 1½ 2

FOUNDATION	CONC BLK BRICK STONE FRAME WD BLK
EXTERIOR	DBL SGL BOX SIDING: BEVEL RUSTIC VERT B&B SHAKE: WD ASB COMPO SHGL STUCCO BRICK: VEN SOLID 1 1½ 2 STY STONE CONC BLK: PT FUR'D ST
ROOF	GAB HIP FLAT PITCH: LOW AVG STEEP SHINGLES: WD COMPO ALUM SHAKES: LT MED HVY BUILT-UP R. RFG. BAR TILE EXP BM
1ST FLOOR	DBL SGL PLY WD H. WD FIR CONC TILE CARPET LINO RMS.: LIV DIN FAM KIT UTIL HALL 2 BATH 3 BR DEN
PARTITIONS	PLASTER DRYWALL COMPO CLD&PA T&G PLYWOOD TRIM: FIR H. WD PANELING:
OTHER INTERIOR CONST.	CLASS: BUILT-INS: FIR H. WD METAL CAB TOPS: PLASTIC LINO APPLIANCES: ELECT GAS OVEN FS RANGE DISHWASHER HOOD FAN QUAL: F. A. G.
LIGHTING	CLASS: LOW VOLT INTERCOM
PLUMBING	CLASS: 11 LAVATORY STALL SHOWER 1 SINK 2 FULL; WATER ONLY 11 TOILET SHOWER DOOR 1 LAUNDRY FAC ½ BA; 11 BATHTUB 1 WATER HEATER
HEATING	CLASS: FURNACE: FA GRAV FL W OIL GAS HARD FUEL ELEC.: W UNITS BASEBD GL PANEL CABLE: CLG FL H.W.: BASEBD CONVEC RAD: FL STOVE CHIMNEY TOTAL AREA HEATED: SQ. FT.
FIREPLACE	CLASS: WOOD STOVE 1 STY 2 STY SGL SKD STKD CIR NO PLAIN ELAB.
BASEMENT	NONE FULL ½ ¼ ¼ X UNFIN DAYLIGHT: CLASS: WALLS: CONC BLK FI L COMP PLYWOOD WALL CVR: FUR'D PL E CORK LINO RMS: PLAY SQ. FT.
ATTIC OR UPPER STORIES	CLASS: COMP CLD& P SUBFLOOR ONLY SQ. FT.

ZONING

RESIDENTIAL	
MULTI-FAMILY	
COMMERCIAL	
INDUSTRIAL	

AREA IMPROVEMENTS

SIDEWALKS	D
CURBS	D
STREET	A
WATER	W
SEWERS	ST
ELECTRICITY	✓

SITE CHARACTERISTICS

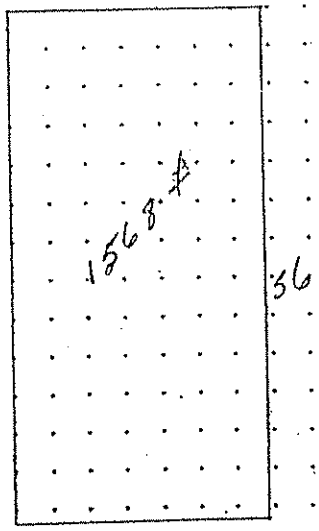
TOPOGRAPHY	—
VIEW	D

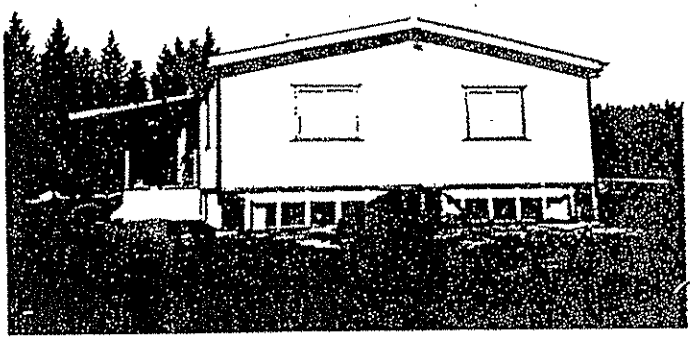
REMARKS

EXAMPLE

ASSESSOR INSPECTION SHEET

CCP-ASR19





GARAGE AND OUTBUILDINGS

GARAGE ATT. DET. BSMT. 1/4 1/3 1/2 3/4 SLT.	DESCRIPTION FOUND	FLOOR	ROOF	WALLS	MISC.	DIMENSIONS	SQ. FT. AREA
						x x	
1 canopy			P/mtl			x 10 x 20	
2							
3 CP Y	Post.	D	Cab MTL	MTL			
4 CP	Fr	D	Cab				
5							
6							
7						x	
8						x x	

INCREMENTS TO LA

LAND DESCRIPTION

NO.	SOIL TYPE	LAND CLASS	DIMENSIONS OR ACRES
1			
7			
8			
9			

TOTAL ACRES ⇨

APPRAISER DATE / /

APPRAISER DATE / /

APPRAISER DATE / /

APPRAISER DATE / /

EXAMPLE

ASSESSOR PHOTO

ADDITIONAL INFORMATION PROVIDED
WITH PLOT PLAN SUBMITTAL IN RURAL COUNTY

Name: _____

Home Phone: (_____) - _____ - _____

Fax Number: (_____) - _____ - _____

E-Mail Address: _____

Hydrant in the area? Yes ☐ No ☐

If Yes above, distance of hydrant from driveway entrance? _____ Feet

Length of Driveway from Road to Dwelling: _____ Feet

Width of Driveway Hard Surface: _____ Feet

Width of Cleared Area Side to Side of Driveway: _____ Feet

Show On Plot Plan All Structures

Show On Plot Plan Topography of Driveway (Slope)

Show On Plot Plan Turnaround Area and Widths

Total Square Footage of House? _____ Sq. Ft.

Total Square Footage of Outbuildings? _____ Sq. Ft.