

Yamhill County Department of Planning & Development
APPLICATION FOR LOT OF RECORD DWELLING

Docket _____
 Date _____
 Rec'd by _____
 Receipt # _____
 Fee \$1838.71

400 NE Baker Street, McMinnville, OR 97128 • Tel: 503-434-7516 • Fax: 503-434-7544

APPLICANT	LEGAL OWNER (IF DIFFERENT)
Last name First MI	Last name First MI
Mailing address (Street or PO Box)	Mailing address (Street or PO Box)
City State Zip	City State Zip
Telephone	Telephone
E-mail address	E-mail address

If the applicant is not the legal owner, state interest in property:

PROPERTY INFORMATION

Tax Lot(s) _____ Zone _____
 Size of Tract (include all adjacent tax lots) _____

1. TYPE OF APPLICATION (what is requested?): _____

2. JUSTIFICATION FOR REQUEST YCZO Section(s): _____

A Planner will assist you in identifying the review criteria that apply to your request. The review criteria are used to determine whether your application will be approved or denied. It is your responsibility to provide adequate written justification and any other evidence you feel is relevant to explain how your request complies with the review criteria. Failure to provide adequate justification may result in your application being denied, or deemed incomplete until additional information is provided.

3. PRESENT USE OF PROPERTY: _____

4. PLEASE LIST THE TYPE OF BUILDINGS THAT ARE CURRENTLY ON THE PROPERTY (I.E. MANUFACTURED HOME, POLE BUILDING, AGRICULTURAL BARN, ETC.):

5. IS THERE A SEPTIC SYSTEM ON THE PROPERTY? Yes _____ No _____

6. HOW WILL WATER BE PROVIDED? Well _____ City _____ Other _____

7. HOW IS THE PROPERTY ACCESSED? _____

LOT OF RECORD DWELLING REQUIREMENTS

1. **Predominant Use.** Describe the present use of the property. If the zoning is AF, indicate if the property is mostly forested or mostly in farm use: _____

If the property is zoned AF, you will need to submit evidence with the application to show if the property is predominantly forested. Evidence may include air photos (which may be purchased from the County), evidence of farm or forest deferral on the tract, or other information that shows whether the tract was in farm or forest use in 1993.

2. **Soil Type.** Provide information from the Yamhill County Soil Survey showing the soils making up the tract, the number of acres of each soil type, and the agricultural capability classification.

Soil name and symbol (i.e. WkD)	# of acres	Classification
_____	_____	_____
_____	_____	_____
_____	_____	_____

In the EF zone and for land in the AF zone that is not forested, the soil type and agricultural capability classification determine the applicable approval criteria. The approval criteria are also based on whether the tract is high-value farmland. State law classifies the following soils as high-value farmland:

- a. Soils rated Class I, II, prime or unique.
- b. The following Class III soils: Carlton, Chehalem, Dayton, Jory, Laurelwood, Nekia, Willakenzie, Woodburn, and Yamhill.
- c. The following Class IV soils: Carlton, Dayton, Jory, Laurelwood, Willakenzie, and Yamhill.

3. **Date of ownership.** When did the present owner acquire the property? _____

In order to qualify for a lot of record dwelling, the present owner must have either acquired the property prior to January 1, 1985 and owned it continuously, or must have inherited the property from a relative who had owned it continuously since prior to January 1, 1985. The application must include evidence in the form of a recorded deed or other instrument showing the date the property was acquired by the present owner and/or deceased relative. If the property was inherited, the court order for the final distribution of the estate or other evidence showing the property has been inherited must also be submitted.

4. **Consolidation of lots.** List all adjacent lots that are currently under the same ownership: _____

All adjacent lots that are under the same ownership at the time the application is submitted are considered to be part of a single tract. The lots must be consolidated into a single parcel when a lot of record dwelling is approved.

5. **Dwellings on tract.** Do any of the lots under the same ownership contain a dwelling? _____

An additional dwelling will not be approved if there already is a dwelling on the tract.

6. **1993 tract.** List all adjacent lots that were under the same ownership on November 4, 1993, and state whether there is a dwelling or land use approval for a dwelling on any of these lots: _____

A lot of record dwelling cannot be approved if there is a dwelling on a lot that was under the same ownership on November 4, 1993.

- 7. Compliance with Comprehensive Plan.** The dwelling must comply with any mandatory provisions of the Comprehensive Plan, and any other zoning ordinance requirements or state laws. This may include provisions for protection of natural resources, restrictions on building in the floodplain, access requirements, setbacks, etc.
- 8. Approval Criteria.** In addition to the requirements stated above, one of the following must be addressed. (A) applies to all properties in the F district and properties in the AF district that were predominantly in forest use in 1993. (B), (C) and (D) apply to all properties in the EF district, and properties in the AF district that were not in forest use in 1993. Provide a written explanation, maps or any other evidence you feel explains how the criteria are met.
- (A) If the tract is predominantly forested:** 1) The tract cannot be capable of producing 5,000 cubic feet per year of commercial tree species. 2) The tract on which the dwelling will be sited is within 1,500 feet of a maintained public road that will provide access to the lot. 3) The dwelling and building site must comply with siting and fire safety standards that are outlined in the Yamhill County Zoning Ordinance. In addition, a condition of approval may require that a stocking survey be submitted, showing that the tract meets minimum forest stocking requirements.
- (B) If the tract is predominantly Class I and II soils:** A public hearing before the Planning Commission is required when the soils are predominantly Class I and II. The application must include evidence showing that: 1) The lot cannot practicably be managed for farm use, by itself or in conjunction with other land, due to extraordinary circumstances inherent in the land or its physical setting that do not apply generally to other land in the vicinity. 2) The dwelling will not materially alter the overall land use pattern of the area. 3) The use will not force a significant change in accepted farming or forest practices on surrounding lands devoted to farm or forest use. 4) The use will not significantly increase the cost of accepted farming or forest practices on lands devoted to farm or forest use.
- (C) If the tract is predominantly Class III and IV high-value farmland:** 1) The tract must be less than 21 acres in size. 2) The tract must be bordered on at least 67 percent of its perimeter by tracts that are smaller than 21 acres, and two of the bordering lots must have had dwellings on them on January 1, 1993; or the tract must be bordered on at least 25 percent of its perimeter by tracts that are smaller than 21 acres, and at least four dwellings must have existed on January 1, 1993 within 1/4 mile of the center of the subject tract. No more than two of the four dwellings may be within an Urban Growth Boundary. The application should include a copy of an Assessor's map showing the surrounding lots and lot sizes, and indicating which lots contain dwellings. Information from the Assessor's office should also be submitted showing that the dwellings existed on the lots on January 1, 1993.
- (D) If the tract is not high-value farmland.** There are no specific additional criteria.

Yamhill County

DEPARTMENT OF PLANNING AND DEVELOPMENT

400 NE BAKER STREET • McMinnville, Oregon 97128

Phone: 503-434-7516 • Fax: 503-434-7544 • TTY: 800-735-2900 • Internet Address:

<http://yamhillcounty.gov/283/Planning-Development>

Building Questionnaire

To Be Completed by the Owner/Applicant

Property owner name: _____

Property address: _____

- What is the intended use of the building? _____
- Is this a new build? Yes: No:
- Is this an existing structure to be converted? Yes: No:
 - If existing, what is the current use of the building? _____
- Was the original construction permitted? Yes: No:
 - If yes, what was it permitted as? _____
- Please provide floor plan of entire building with dimensions and each space labeled per it's intended use.
- Site map (with all structures and labeled)

The information provided will be used to determine the design requirements of the building. Additional requirements might be required once building plans/calcs are submitted for building review.

By signing I confirm that the above information is correct to the best of my ability:

Signed _____

Name _____ Title _____ Date _____