



# LAND USE APPLICATION

---

TO: City of Sublimity  
245 N.W. Johnson Street  
Sublimity, Oregon 97385

FOR: Type I Action:  
 Administrative Review  
 Change of Occupancy  
 Partition Final Plat Check  
 Pre-Application Review  
 Revision of Prior Approval

Type II Action:  
 Appeal  
 Conditional Use Permit  
 Major/Minor Partition  
 Non-Conforming Use  
 Planned Unit Development  
 Site Development Review  
 Subdivision  
 Variance

Type III Action:  
 Annexation  
 Vacation  
 Zone Change

---

Pursuant to Ordinance No. 705, all land use applicants are required to pay all of the City's fees and costs incurred in processing the land use application. The City's fees and costs include, but are not limited to, contract planning services, staff time, engineer fees, attorney fees, costs of consultants, and costs of supplies, postage, and publications. Costs are calculated and charged from the date of the application (or pre-application meeting, if applicable) through and including the final decision by the City, including the inspection, review, and approval of all actions required by the applicant pursuant to said final decision (and through and including any additional warranty period for public improvements, if applicable).

The applicant will be required to pay a deposit in the amount set by Resolution 08-01. In the event the actual costs incurred by the City exceed the amount of the deposit, the City will bill the additional costs to the applicant. All additional fees shall be paid within 15 days of being billed. In the event the additional fees are not paid within said 15 days, the City shall be entitled to place

a stop work order on the project, no further permits will be issued, and the City will be authorized to place a lien on the property.

In the event the actual cost does not exceed the deposit, the difference will be refunded the applicant. In the event an applicant chooses to withdraw an application prior to a final decision, being made, the actual costs the city has incurred will be deducted from the deposit.

**I certify I have read, understand, and agree to pay the City's fees and costs as outlined above:**

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Signature)

1. We the following:

Name: \_\_\_\_\_

\_\_\_\_\_

Address of Property: \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

Phone: \_\_\_\_\_

being the owners of record or contract purchasers of the subject property respectfully petition the City of Sublimity for permission to: (describe the request you are making):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Location of the property (either street address or lot, block, and subdivision):

\_\_\_\_\_

\_\_\_\_\_

3. Zone in which the property is located: \_\_\_\_\_

4. The applicant(s) certifies that:

- The request does not violate any deed restrictions that may be attached to or imposed upon the subject property.
- If the application is granted, the applicant will exercise the rights granted in accordance with the terms and subject to all the conditions and limitations of the approval.
- All of the statements in this application and the statements in the plot plan, any attachments, and exhibits submitted with this application are true; and the applicants so acknowledge that any permit issued, based on this application, may be revoked if it is found that any such statements are false.

5. Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

6. Signature of each owner of the subject property:

---

---

---

---

\*\*\*\*\*

Approved by the Sublimity Planning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Planning Commission Chair

Approved by the Sublimity City Council this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Recorder

# ***City of Sublimity***

## **PROPERTY LINE ADJUSTMENT APPLICATION**

Pursuant to Ordinance No. 705, all land use applicants are required to pay all of the City's fees and costs incurred in processing the land use application. The City's fees and costs include, but are not limited to, contract planning services, staff time, engineer fees, attorney fees, costs of consultants, and costs of supplies, postage, and publications. Costs are calculated and charged from the date of the application (or pre-application meeting, if applicable) through and including the final decision by the City, including the inspection, review, and approval of all actions required by the applicant pursuant to said final decision (and through and including any additional warranty period for public improvements, if applicable).

The applicant will be required to pay a deposit in the amount set by Resolution 08-01. In the event the actual costs incurred by the City exceed the amount of the deposit, the City will bill the additional costs to the applicant. All additional fees shall be paid within 15 days of being billed. In the event the additional fees are not paid within said 15 days, the City shall be entitled to place a stop work order on the project, no further permits will be issued, and the City will be authorized to place a lien on the property.

In the event the actual cost does not exceed the deposit, the difference will be refunded the applicant. In the event an applicant chooses to withdraw an application prior to a final decision, being made, the actual costs the city has incurred will be deducted from the deposit.

A deposit in the amount of \$300 is required for a Lot Line Adjustment Application.

**I certify I have read, understand, and agree to pay the City's fees and costs as outlined above:**

\_\_\_\_\_

**PARCEL "A"**

APPLICANT(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OWNER(S): \_\_\_\_\_  
(If different from above)

ADDRESS: \_\_\_\_\_

MAP PAGE AND TAX LOT NO: \_\_\_\_\_

SQUARE FOOTAGE:      BEFORE ADJUSTMENT \_\_\_\_\_



**\*\*NOTE: If your answer to Number 1 is "YES" and your answer to Number 2 is "NO" the lot line adjustment cannot be approved by the City.**

3. Will one or both of the lots or parcels be split-zoned as a result of the proposed adjustment?

YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, Please explain: \_\_\_\_\_

\_\_\_\_\_

4. If the answer to Number 3 is "YES", do the separate portions of the split-zoned lot(s) or parcel(s) meet the minimum lot size requirements for the zoning district **after**

the proposed adjustment? YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, please explain: \_\_\_\_\_

\_\_\_\_\_

**\*\*NOTE: IF the answer to Number 4 is "NO" the lot line adjustment cannot be approved by the City.**

5. Does each lot(s) or parcel(s) have access to a street **before** the adjustment?

YES \_\_\_\_\_ NO \_\_\_\_\_

If NO, please explain: \_\_\_\_\_

\_\_\_\_\_

6. Does each lot(s) or parcel(s) have access to a street **after** the adjustment?

YES \_\_\_\_\_ NO \_\_\_\_\_

If NO, please explain: \_\_\_\_\_

\_\_\_\_\_

**NOTE: If the answer to Number 5 is "YES" and answer to Number 6 is "NO", the lot line adjustment cannot be approved by City.**

**NOTE: ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT LETTERS OR CONSENT. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE APPROVAL PROCESS.**

**Parcel "A"**

\_\_\_\_\_  
Applicant                      Date

\_\_\_\_\_

Applicant

Date

---

Owner(s)                      Date

---

Owners(s)                      Date

**Parcel "B"**

---

Applicant                      Date

---

Applicant                      Date

---

Owner(s)                      Date

---

Owner(s)                      Date