Site Development Review

FORM
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GENERAL INFORMATION

- Use this Form if you are developing property. *(single-family & two-family dwellings exempted from this review)*

- This review process allows the City and other review entities the chance to review development proposals and ensure consistency with governing provisions. Applications may be approved, approved with conditions, or denied.

- Depending on the type of development, decisions are issued administratively (Type II, 45 day review period) or in a quasi-judicial setting with Planning Commission (Type III, 120 day review period) as the decision-making entity.

- If applying for additional land use approvals, those actions will be concurrently reviewed when possible.

PROJECT INFORMATION

Complete the information below as it relates to the project.

Project Name: South Beaver Creek Natural Area Restoration Project

	yes	no
Will the property require a change in land use designation or zoning district? *If yes, include Form A*	❏	X
Is the land use being proposed a conditional use? *If yes, include Form C*	❏	X
Is the property partially or fully located in a Special Flood Hazard Area (SFHA)? *If yes, include Form F*	X	❏
Will the project require a change to property lines? *If yes, include Form L*	❏	X
Will the project require a variance for relief from a governing provision? *If yes, include Form V*	❏	X
Are there any other land use actions that are required? *If yes, please identify them in the narrative.*	❏	X

SUBMITTAL

Files are to be submitted digitally unless requested. Please email comdev@troutdaleoregon.gov to set up a file transfer.

Checklist

- [X] *Land Use Application Cover Sheet*
- [X] additional forms *(if required)*
- [X] proof of property ownership
- [X] narrative *(see page 2)*
- [X] plans & attachments *(see page 2)*
- [X] application fee
- ❏
- ❏

Application Fee *(Type I - $200; Type II - $400 + 0.1% valuation)*

Project Valuation: Application Fee:

Please contact the Community Development Department at 503-674-7247 or comdev@troutdaleoregon.gov for assistance with the payment process.

Applicant Certification

I have completed this form to the best of my knowledge and hereby authorize the City of Troutdale ("City") to process this application and review the submittal according to all governing standards. I acknowledge that the City reserves the right to require additional information if requested.

Signature: Date:

Office Notes	File Number:	Fee Paid:	Receipt #
	Notes:		Updated: 07/2018

EXPANDED CHECKLIST

Please review the checklist below to ensure a complete submittal. Please note that items below are those typically are required. Depending on the project, some items may not be required, whereas other projects may require additional items.

Narrative Items	Guidance
❑ overview	Describe the general scope of the project and the type of land use activity on site upon completion.
❑ business information	*Non-Residential projects only:* Describe typical business activities (office, production, services, etc.), the hours of operation, the number and type of employees (full-time, part-time), and if there are work shifts.
❑ timeline & phasing	Provide a project timeline or development pro-forma. If applicable, include a phasing description if this application covers a phase in a long-term or on-going development project.
❑ existing conditions	Describe the site in its current natural and/or built state. Provide notice of any demolition, clearing, grading, or decommissioning work that may need to occur prior to or in conjunction with development.
❑ building information	If applicable, give a description on any structures to be located on site, including accessory structures and utility infrastructure. Include building types and occupancy ratings if known.
❑ fire protection	Provide information as requested by Gresham Fire & Emergency Services on existing and/or new fire protection infrastructure on site or nearby, including but not limited to hydrants or suppression systems.
❑ traffic impact	Provide a summary of traffic and trip generation results. A separate traffic impact analysis (TIA) report may be required based on review analysis from City of Troutdale, Multnomah County, and/or ODOT.
❑ applicable criteria	Demonstrate how the design meets *each* standard that is applicable for this project. The criteria are outlined by Staff prior to submittal and listed in the project's *Pre-Application Summary*.
❑ additional land use actions	If approval requires an additional land use action (conditional use, variance, etc.), describe how the project meets the specific decision criteria in the Troutdale Development Code [TDC] for each process.