

Date Received \_\_\_\_\_

Application Number \_\_\_\_\_

# CITY OF VENETA LAND USE APPLICATION

See reverse side of application for explanation of deposits and non-refundable fees

Applicant: Hayden Homes, LLC Attn: Roy Hawkins, PE  
Address: 2464 SW Glacier Place, Suite 110  
Redmond, OR 97756  
Signature \_\_\_\_\_

Home Phone: 541-550-0718  
Business Phone: \_\_\_\_\_

If the applicant is not the owner of the property, or there is a co-owner, the following information is required:  
Owner's Name & Signature \_\_\_\_\_

PROPERTY LOCATION Address \_\_\_\_\_  
Assessor's Map 18060100 Tax Lot 1605 Zoning GR/CC Total Area (Acres or Sq Ft) 36.38 acres

PRESENT USE OF PROPERTY: single-family residence

PROPOSED USE OF PROPERTY: single-family residence

## (Check all applicable APPLICATIONS and DEPOSITS below)

TECHNICAL REVIEW/PUBLIC NOTICE DEPOSIT (for ALL applications except Property Line Adjustments) . . . \$350

### APPLICATION DEPOSITS (Application fees are calculated by ACTUAL PROCESSING COSTS)

#### SITE PLAN REVIEWS

\_\_\_\_ Site Plan Review/Major Amendment \$1,350  
\_\_\_\_ Site Plan Minor Amendment (Planning Commission) \$ 450  
\_\_\_\_ Site Plan Minor Amendment (Administrative) \$ 350

#### PLANNED DEVELOPMENTS

\_\_\_\_ Conceptual Plan \$ 350  
\_\_\_\_ General Development Plan \$ 550+\$25/unit  
\_\_\_\_ Final Development Plan \$ 300

#### LAND PARTITIONS

Tentative Plan \$ 700  
\_\_\_\_ Final Plat \$ 200

#### SUBDIVISIONS

\_\_\_\_ Tentative Plan \$1,000 + \$25/lot  
\_\_\_\_ Final Plat \$ 350

### OTHER APPLICATIONS PROCESSED WITH DEPOSITS

\_\_\_\_ Conditional Use Permits (Note: Some Conditional Use Permits also Require Site Plan Review) \$ 775  
\_\_\_\_ Specific Area Plan Amendment - NE Employment Center & Southwest Area Plan (/SDP) \$7,500  
\_\_\_\_ Variance to the Veneta Wetland Protection Ordinance (Veneta Municipal Code Chapter 18.10) \$ 700

### APPLICATIONS WITH FIXED FEES (These fees are non-refundable)

\_\_\_\_ APPEALS \$ 525  
\_\_\_\_ PRE-DEVELOPMENT CONFERENCE \$ 500  
\_\_\_\_ PRE-DEVELOPMENT MEETING \$ 130  
\_\_\_\_ PROPERTY LINE ADJUSTMENT \$ 550  
\_\_\_\_ TEMPORARY USE PERMIT \$ 350

#### AMENDMENTS (except Specific Area Plan above)

\_\_\_\_ Comprehensive Plan (text only) \$ 800  
\_\_\_\_ Ordinances (text only) \$ 200  
\_\_\_\_ Zone Change (map only) \$ 600  
\_\_\_\_ Plan Designation & zoning map \$1,000

\_\_\_\_ VARIANCES (Land Development Ord) \$ 425 X ( ) Ordinance Provisions = Total Fee \$ \_\_\_\_\_  
\_\_\_\_ VARIANCES (Land Division Ordinance) \$ 425 X ( ) Ordinance Provisions = Total Fee \$ \_\_\_\_\_

## Request for Consolidation of Land Development and/or Land Division Applications

I hereby request that my applications be consolidated. I understand that by consolidating these applications, any limited land use action (site review, partition, subdivision) that is combined with a quasi-judicial action (variance, conditional use permit, or other action requiring a public hearing) may be subject to a public hearing and the 14-day limitation for written comments will be waived. Wetland Variances requiring a joint decision by the City Council and Veneta Planning Commission may not be combined with any other land use hearing.

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Applicant

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Owner(s)

### **APPLICATION FEES & DEPOSITS**

Fees and deposits are intended to cover the full cost for processing applications. They are not intended to cover the cost for interpretation of ordinances or for long-range planning. Development requiring more than one type of review (such as site plans and conditional use permits) must pay all applicable fees and deposits

**Application Deposits:** Certain application fees are represented by a deposit amount. Applicants shall be charged for actual processing costs incurred by the City. City staff time shall be monitored for applications which require a deposit in lieu of a non-refundable fee. Any unused portion of the deposit shall be returned to the applicant upon completion of the application process, conditions of approval, and any ensuing appeals. Any additional costs incurred beyond the deposit amount shall be charged to and paid by the applicant on a monthly basis.

**Application Fees:** Fixed fees are non-refundable and are based on average application processing costs rounded to the nearest \$25.

**Technical Review/Publication Deposit:** The actual costs charged to the City for technical review of land use applications shall be charged to the applicant. In addition, the actual costs of preparing and mailing notices to abutting property owners or others required to be notified, the costs of publishing notices in newspapers, and any other mandated costs shall be charged to the applicant. Such costs shall be adjusted as soon as the specific amounts are known and any deficiency collected from the applicant, petitioner, or appellant before any further proceedings are had, or any overpayment refunded.

**TREE PERMITS:** For developments which require the cutting of trees for streets, utilities and/or buildings, a tree removal permit must be submitted at the time of the development application.

**RIGHT-OF-WAY PERMITS:** Anyone wishing to occupy, encroach on, or construct within a City right-of-way must have an approved right-of-way permit.

**APPLICATION DEADLINES:** The Planning Commission meets the first Monday of each month (or Tuesday if Monday is a Holiday)

The planning staff will make every effort to schedule the review of your application according to the schedule below; however, depending on the completeness of your application and the number of other applications being processed, your review may be scheduled for a later meeting. If applications need to be reviewed on a different date, applications will be reviewed in the order they were received and deemed complete. If possible, special meetings may be scheduled as needed.

**COMPLETENESS REVIEW:** Upon receipt of a Land Use Application, City planning staff will review the application for completeness within 30 days. If your application is deemed incomplete you will be given 30 days to submit the required information to make it complete. Once the application is complete it will be scheduled for review by the Veneta Planning Commission and public notices will be sent.

**BUILDING PERMITS:** Building permits are issued by the City of Veneta; 88184 8th Street; Veneta, Oregon (541) 935-2191. If a Site Review is required it must be approved prior to issuance of a building permit.

**APPEALS:** Any land use decision may be appealed. Planner decisions may be appealed to the Planning Commission. Planning Commission decisions may be appealed by the City Council. Council decisions may be appealed to the State Land Use Board of Appeals.