

OFFICE USE ONLY  
 Date Received: \_\_\_\_\_  
 FILE NO. \_\_\_\_\_  
 120 DAY EXPIRATION  
 \_\_\_\_\_



# REPLACEMENT DWELLING APPLICATION

## Purpose:

Some types of land use activities listed in the Lake County Zoning Ordinance are allowed to occur with a minimal amount of government review on the matter. The replacement dwelling application is designed to allow the applicant to provide basic project details which can be verified for consistency with the Lake County Zoning Ordinance. The process is generally straightforward but if you have further questions or concerns, it may be in your best interest to speak with a private land use planner, surveyor or title company for guidance in preparing the application materials.

## Applicable Regulation

Lake County Zoning Ordinance Article (s) 2 Exclusive Farm Use Zone., 3 Agriculture Use Zone., 4 Rural Center Zone., 5 Forest Use Zone., 6 Rural Residential Zone., 7 Farm Residential Zone., 8 Suburban Residential Zone., 9 Commercial Zone.

## Applicant(s) Information

Name: \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Telephone:(H) \_\_\_\_\_ (C) \_\_\_\_\_ E-Mail: \_\_\_\_\_

## Property Owner(s) Information

Name: \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Telephone:(H) \_\_\_\_\_ (C) \_\_\_\_\_ E-Mail: \_\_\_\_\_

## Agent Information

Name: \_\_\_\_\_ NOTE: ATTACH COPY OF AGENT AUTHORIZATION  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
 Telephone:(H) \_\_\_\_\_ (C) \_\_\_\_\_ E-Mail: \_\_\_\_\_

## Property Identification

Address (If Assigned) \_\_\_\_\_ City or Rural Area \_\_\_\_\_  
 Assessment Information Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ TaxLot(s) \_\_\_\_\_  
 Assessment Account Number \_\_\_\_\_

### Required Enclosures

- Assessment Map <http://www.ormap.org>
- Administrative Fee \$0.00(subject to change)
- Agent Authorization Form
- Building Elevations, Renderings or Photos
- Plot Plan Map
- Evidence of former dwelling
- Applicant Certification (see page 4)

Note: The Plot Plan Map is available on the Lake County Website at [www.lakecountyor.org](http://www.lakecountyor.org) in the Planning Department section.

## Signatures and Authorization

**I/We as the applicant (s), owner (s) or authorized agent for this application have provided the aforementioned information relating to the proposed use on the following page, certifications and forms to the best of our knowledge.**

Applicant or Agent signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY  
 PC DECISION DATE: \_\_\_\_\_  
 FILE NO. \_\_\_\_\_  
 120 DAY EXPIRATION  
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## APPLICANT FINDINGS OF FACT

### Property Identification

Address (If Assigned) \_\_\_\_\_ City or Rural Area \_\_\_\_\_  
 Assessment Information Township \_\_\_\_ Range \_\_\_\_ Section \_\_\_\_ TaxLot(s) \_\_\_\_\_  
 Assessment Account Number \_\_\_\_\_

### Proposed Use

On the subject property, I/We propose to construct a replacement dwelling.

### Findings of Fact

Relating to the subject property described on this application, I/We state the following facts to be true.  
 Note to preparer: **Circle responses as appropriate.**

The subject property is zoned: (Circle as appropriate) A-1, Exclusive Farm Use A-2, Agricultural Use A-3, Rural Center F-1, Forest Use R-1, Residential Use R-2, Farm Residential Use C-1, Commercial Use M-1, Light Industrial M-2, Heavy Industrial	The subject property has a Comprehensive Plan Designation as: (Circle as appropriate) A, Agriculture R, Range F, Forest RR, Rural Residential C, Commercial FR, Farm Residential RC, Rural/Recreation Center I, Industrial P, Public	The subject property has a Overlay Zone Designation as: (Circle as appropriate) A-A, Airport Approach Zone H-G, High Groundwater Zone R-A, Mobile Home Exclusion Zone  Not Applicable
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### Particulars

Is the dwelling to be replaced currently on the property? **Yes No**

If you answered yes, is the dwelling currently occupied? **Yes No**

*If the dwelling is currently on the property, it must be removed/demolished within three months of completion of replacement dwelling.*

If the dwelling is no longer on the property, when was the dwelling removed? \_\_\_\_\_  
*Attach documentation verifying that the dwelling was present on this property.*

The dwelling is/was a **frame-build manufactured home.**

Does/did the dwelling have indoor plumbing consisting of a kitchen sink, toilet and bathing facilities connected to a sanitary waste disposal system? **Yes No** If yes, what type of system: **Septic Public**

Does/did the dwelling have interior lighting for interior lights? **Yes No**

Does/did the dwelling have interior lighting for interior lights? **Yes No**



# CERTIFICATION

## Property Identification

Address (If Assigned) \_\_\_\_\_ City or Rural Area \_\_\_\_\_  
 Assessment Information Township \_\_\_\_ Range \_\_\_\_ Section \_\_\_\_ TaxLot(s) \_\_\_\_\_  
 Assessment Account Number \_\_\_\_\_

## Acknowledgement

I/We agree that all approvals or permits from other local, state and/or federal agencies will be obtained and that any conditions of approval assigned by Lake County will be adhered to.

I/We understand that Lake County will review the submitted application materials and if deemed complete and allowable by the Lake County Land Development Ordinance and other regulations, Lake County staff will issue an approval.

I/We acknowledge that I/We are familiar with the standards and limitations specified by the amended Lake County Zoning Ordinance of 1980 as amended. I/We propose to meet the applicable standards as established by the Comprehensive Plan and Zoning Ordinance, as shown on the plans, specifications and other supplementary materials submitted with this application.

I/We understand the possibility that this development may result in increased property taxes under Oregon Law and/or other tax regulations.

I/We hereby certify that I/We have read and examined this application and know the same to be true and correct to the best of my/our knowledge. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

## Signatures

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date



## PLOT PLAN INSTRUCTIONS

### **Purpose:**

The plot plan is an important aspect of development as it provides a visual evaluation of the project and it is used to determine the impact of multiple factors on the environment and the surrounding neighborhood. The plot plan is part of the official record that will be associated with a property and for this reason, the quality of the document is essential.

### **Size Requirements For Plot Map:**

The map can be drawn on white paper which is either 8 1/2 x 11 or 8 1/2 x 14 inches in size. If another size is used, the applicant must include one copy of 8 1/2 x 11 inches as this will allow the drawing to be included in the Lake County record package.

### **Helpful Hints:**

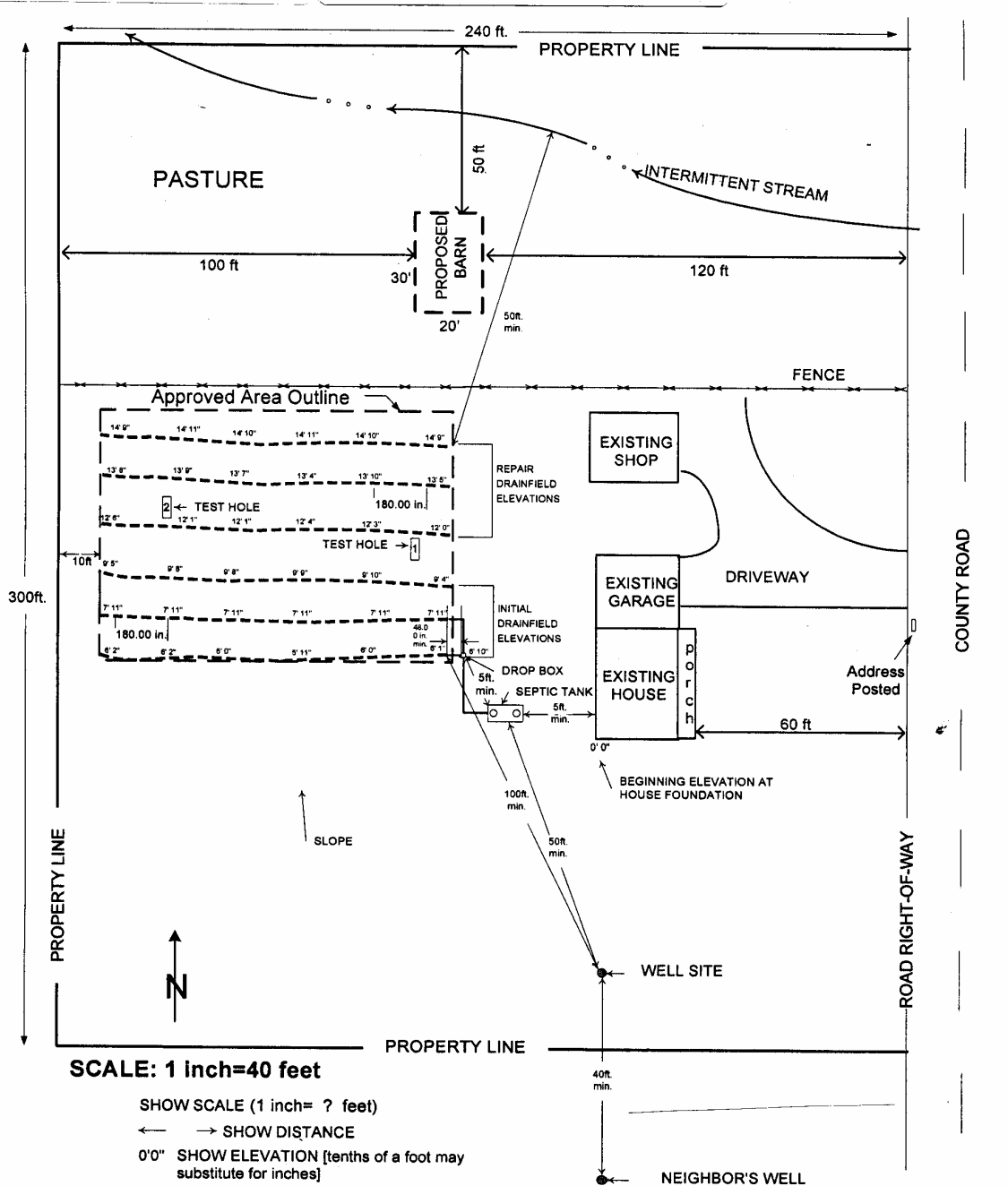
1. Use the Internet to collect preliminary information. <http://www.ormap.org/disclaimer.cfm> will allow you to find the tax assessment map with dimensions of your property. The Google Earth program will allow you to access an aerial photograph of your property. Print off copies of the Internet materials as these will be helpful when composing your plot plan. Visit your local library for Internet access.
2. Visit the site. Bring a clipboard, paper, pencil, camera and tape measure to document the activities of the parcel. Look at the ground level, trees, rock outcroppings or areas that might be susceptible to flooding. Observe and record the location of existing structures, roads, wells, septic and nearest electrical service. Measure and record the distances between the property lines and the existing and proposed structures and facilities.

### **Prepare the plot plan:**

1. A plot plan template is attached with this form. Using a standard ruler, determine which scale will work best for your development. You may decide that 1 inch on the ruler will best represent 50 feet on the paper or for larger projects 1 inch to 100 feet.
2. Add the following items to the plan:
  - The shape and dimensions of your property must be accurately drawn on solid black lines. Label adjacent roads.
  - Label the map with Map Township, Range, Section and Taxlot Number, North Arrow, Scale and Date.
  - Identify the location of existing structures and facilities. Used dashed lines for new construction. Write in setback distances.
  - Show the location and direction of all water courses and drainage ways (such as intermittent streams, creeks, irrigation canals, etc) as well as the 100-year floodplain, if applicable.
  - Identify the location of sewage disposal systems, well or public water connections, electrical service.
  - Identify the location of the address sign. If an address has not been assigned, show where sign will be located.



# PLOT PLAN EXAMPLE



Township 39, Range 16E, Section 13BA, Tax Lot 2300 Assessment Account 122345

Address \_\_\_\_\_ Permit No. \_\_\_\_\_



# PLOT PLAN TEMPLATE

[Large empty rectangular area for the plot plan drawing]

**NOTE: USE THE INFORMATION ON PAGES 1 AND 2 TO CREATE THIS PLOT PLAN**

DATE: \_\_\_\_\_

Township \_\_\_\_\_, Range \_\_\_\_\_, Section \_\_\_\_\_, Tax Lot \_\_\_\_\_ Assessment Account \_\_\_\_\_ **N**

Address \_\_\_\_\_ Permit \_\_\_\_\_ Scale 1 inch = \_\_\_\_\_ Feet