



Planning Department
525 North 1st Street / Lakeview, OR 97630
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Type I Zoning Checklist Review Application Submittal Requirements

Town of Lakeview Development Code

Section 2.015.2

A Zoning Checklist Review is for ministerial decisions that do not require the exercise of discretion on behalf of the Town Planning Official. The Zoning Checklist Review is intended to ensure a project proposal meets applicable standards of the Development Code, and is issued before the Town authorizes the Building Official to issue a building permit. The following types of proposals are those typically approved through a Type I Zoning Checklist Review:

- Change in occupancy of an existing developed site, provided the number of existing lawful off-street parking spaces for the proposed new use is not less than 75% of the minimum off-street parking spaces required for the proposed use
- Single-family detached dwelling or manufactured home on its own lot
- A single duplex
- Non-residential building construction of up to 20 percent increase in building square footage is proposed or less than 1,500 square feet is proposed, whichever is greater
- Home occupation, except for uses requiring a Conditional Use Permit
- Development and land uses that are substantially consistent with an approved Site Design Review or Conditional Use Permit application
- Public improvements required by Town standards or as stipulated by a condition of land use approval
- Horizontal construction of a new surface parking lot in a commercial or industrial zone of less than 40 spaces is subject to all applicable surface parking lot and landscaping design standards of the code.

Applications for a Type I Zoning Checklist Review shall include all of the following at the time of submittal:

- Completed and signed Type I Land Use Application Form
- Application fee (see current fee schedule)
- Written authorization from property owner for authorized agent (if applicable)
- Written narrative describing the proposed use and demonstrating compliance with the applicable development standards
- Dimensioned and to-scale Site Plan (and Building Elevations and Floor Plans when applicable) (8 1/2" x 11" minimum size)