



Planning Department
525 North 1st Street / Lakeview, OR 97630
(541) 947-4957

Type III Site Design Review (Within C-D Zoning District)

Application Submittal Requirements

A Type III Site Design Review approval is required for all new developments within the Commercial Downtown (C-D) district, except for development for which an exception is specifically provided for in the Development Code.

Applications for Type III Site Design Review shall include all of the following at the time of submittal:

- Completed and signed Type III Land Use Application Form
- Application fee (see current fee schedule)
- Written authorization from property owner for authorized agent (if applicable)
- Public Facilities and Services Impact Study (for non-residential development unless waived in writing by the Town Planning Official)
- Traffic Impact Analysis (when required as outlined under Section 4.015.1.D.1)
- Site Analysis Map containing all the following information as deemed applicable by the Town Planning Official
 - (1) The applicant's entire property and the surrounding property to a distance sufficient to determine the location of the development in the Town, and the relationship between the proposed development site and adjacent property and development. The property boundaries, dimensions, and gross area shall be identified;
 - (2) Topographic contour lines at two-foot intervals for slopes, except where the Public Works Director determines that larger intervals will be adequate for steeper slopes;
 - (3) Identification of slopes greater than 15 percent, with slope categories identified in 5 percent increments (e.g., 0%-5%, >5%-10%, >10%-15%, >15%-20%, and so forth);
 - (4) The location and width of all public and private streets, drives, sidewalks, pathways, rights-of-way, and easements on the site and adjoining the site;
 - (5) Potential natural hazard areas, including, as applicable, the base flood elevation identified on FEMA Flood Insurance Rate Maps or as otherwise determined through site specific survey, areas subject to high water table, and areas designated by the Town, county, or state as having a potential for geologic hazards;
 - (6) Areas subject to overlay zones;
 - (7) Site features, including existing structures, pavement, large rock outcroppings, areas having unique views, and drainage ways, canals, and ditches;
 - (8) The location, size, and species of trees and other vegetation (outside proposed building envelope) having a caliper (diameter) of 12 inches greater at 4 feet above grade;



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- (9) North arrow, scale, and the names and addresses of all persons listed as owners of the subject property on the most recently recorded deed; and
 - (10) Name and address of project designer, engineer, surveyor, and/or planner, if applicable.
- Proposed Site Plan containing all the following information
- (1) The proposed development site, including boundaries, dimensions, and gross area;
 - (2) Features identified on the existing site analysis maps that are proposed to remain on the site;
 - (3) Features identified on the existing site map, if any, which are proposed to be removed or modified by the development;
 - (4) The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements;
 - (5) The location and dimensions of all existing and proposed structures, utilities, pavement, and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan;
 - (6) The location and dimensions of entrances and exits to the site for vehicular, pedestrian, and bicycle access;
 - (7) The location and dimensions of all parking and vehicle circulation areas (show striping for parking stalls and wheel stops);
 - (8) Pedestrian and bicycle circulation areas, including sidewalks, internal pathways, pathway connections to adjacent properties, and any bicycle lanes or trails;
 - (9) Loading and service areas for waste disposal, loading, and delivery;
 - (10) Outdoor recreation spaces, common areas, plazas, outdoor seating, street furniture, and similar improvements;
 - (11) Location, type, and height of outdoor lighting;
 - (12) Location of mail boxes, if known;
 - (13) Name and address of project designer, if applicable;
 - (14) Locations of bus stops and other public or private transportation facilities; and
 - (15) Locations, sizes, and types of signs.
- Proposed Architectural Drawings
- (1) Building elevations with dimensions;
 - (2) Building materials, colors, and type; and
 - (3) Name and contact information of the architect or designer.



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- Preliminary Grading Plan (for development sites of one-half acre or larger or where otherwise required by the Town) prepared by a registered engineer and showing the location and extent to which grading will take place, indicating general changes to contour lines, slope ratios, slope stabilization proposals, and location and height of retaining walls, if proposed.
- Landscape Plan. Where a landscape plan is required, it shall show the following, pursuant to Section 5.300.
 - (1) The location and height of existing and proposed fences, buffering, or screening materials;
 - (2) The location of existing and proposed terraces, retaining walls, decks, patios, shelters, and play areas;
 - (3) The location, size, and species of the existing and proposed plant materials (at time of planting);
 - (4) Existing and proposed building and pavement outlines;
 - (5) Specifications for soil at time of planting, irrigation if plantings are not drought tolerant (may be automatic or other approved method of irrigation), and anticipated planting schedule; and
 - (6) Other information as deemed appropriate by the Town Planning Official. An arborist's report may be required for sites with mature trees that are to be retained and protected.
- Copies of all existing and proposed deed restrictions or covenants, including those for roadway access control.
- Written findings of fact and proposed conclusions of law demonstrating compliance with all of the relevant approval criteria in Section 2.230 of the Town of Lakeview Development Code.
- Other information determined by the Town Planning Official. The Town may require studies or exhibits prepared by qualified professionals to address specific site features or project impacts (e.g., traffic, noise, environmental features, natural hazards, etc.), as necessary to determine a proposal's conformance with this Code.