

YAMHILL COUNTY DEPARTMENT OF PLANNING & DEVELOPMENT
**ACCESSORY DWELLING UNIT
 (ADU) APPLICATION**

Docket _____
 Date _____
 Rec'd by _____
 Receipt # _____
 Fee \$1543.68

400 NE Baker Street, McMinnville, OR 97128 • Tel: 503-434-7516 • Fax: 503-434-7544

Septic Inquiry: 979-____-____-INQY REHS Signature: _____ Review Date: _____

APPLICANT			LEGAL OWNER (IF DIFFERENT)		
Last name	First	MI	Last name	First	MI
Mailing address (Street or PO Box)			Mailing address (Street or PO Box)		
City	State	Zip	City	State	Zip
Telephone			Telephone		
E-mail address			E-mail address		
If the applicant is not the legal owner, state interest in property:					
PROPERTY INFORMATION					
Tax Lot(s): _____ Zone: _____					
Size of Tract (include all adjacent tax lots) _____					

1. Is the parcel located within an Urban Growth Boundary (UGB)? ☐ Yes ☐ No
 (Parcel must be at least two acres in size if located outside of UGB)
2. Is the parcel located within an Urban Reserve Area (URA)? ☐ Yes ☐ No
 (ADU's are not allowed on parcels located within the URA)
3. Will the ADU be attached or detached from the primary dwelling? _____
 a. If detached, will the ADU be in an existing or new structure? _____
4. Will the ADU use the existing driveway serving the primary dwelling? ☐ Yes ☐ No
 a. If no, what road and/or easement will the ADU be accessed from? _____
5. What is the square footage of the proposed ADU? _____
6. What is the square footage of the primary dwelling? _____
7. How will wastewater from the ADU be managed? ☐ Septic ☐ City ☐ Other _____
8. How will water be provided? ☐ Well ☐ City ☐ Other _____
 (If outside of the UGB, the ADU shall be served by the same water supply source or water supply system as the existing primary dwelling, provided such use is allowed for the ADU by an existing water right or a use under ORS 537.5459.)
9. What fire district is the parcel located in? _____
10. Allowed height of proposed ADUs: The height of an ADU may not exceed 25 feet or the height of the primary dwelling, whichever is less. When an ADU will be located above an accessory building, the total height of the structure may not exceed the height of the primary dwelling. Does the proposed ADU meet these standards? [] Yes [] No

11. To your knowledge, do any of the following natural hazards exist on the property?

☐

Floodplain

☐

Areas of erosion

☐

Steep slopes

☐

Fish or wildlife habitat

☐

Soil limitations for building or septic

THE APPLICANT MUST SUBMIT:

1. Completed application form, signed by the applicant and property owner (if different). The owner's signature must be notarized.
2. SITE PLAN drawn to scale showing the following:
 - ☐ Property lines
 - ☐ Location and size of all existing buildings including the distance (setbacks) from each existing and proposed structure to the property lines.
 - ☐ If detached, include the setback between the primary dwelling and the proposed ADU. NOTE: If the ADU is located outside the UGB the ADU shall be located no farther than 100 feet from the primary dwelling.
 - ☐ If detached and located on a parcel that is outside the UGB and adjacent to lands zoned EF/AF/F, per Section 1014.01(B)(6) include the following additional setbacks:
 - ☐ The ADU is setback a minimum of 30 feet from adjacent lands zoned Exclusive Farm use (Section 402); and 60 feet from adjacent lands zoned Agriculture/Forestry Large Holding (Section 403) and Forestry (Section 401);
 - ☐ The ADU, if adjacent to lands zoned Forestry (Section 401) or Agriculture/Forestry Large Holding (Section 403), meets the firebreak requirements of Section 401.09(F) & (G).
 - ☐ Existing and proposed access roads.
3. A detailed FLOOR PLAN of the ADU drawn to scale. The floor plan must show the location of rooms, walls, windows, doors, and stairs. The floor plan must have the use of each room labeled (i.e., bedroom, living room, bathroom, etc.). Also label the kitchen sink and appliance locations and toilets, bathing facilities and sinks in bathrooms. The total square footage of the ADU must be included on the plan. If the proposed ADU will be attached to or part of an existing dwelling or structure, the floor plan must include the information above for the existing dwelling or structure and the proposed ADU.
4. Written justification of how the application complies with the approval criteria provided in Section 1014 of the Yamhill County Zoning Ordinance (YCZO). Attach additional sheets to this form.
5. Filing fee (make check payable to Yamhill County).

NOTE: Fees are not transferrable or refundable.

I hereby declare under penalties of false swearing (ORS 162.075 and 162.085) that the above information is true and correct to the best of my knowledge. I understand that issuance of an approval based on this application will not excuse me from complying with other effective ordinances and laws regulating the use of the land and buildings.

I hereby grant permission for and consent to Yamhill County, its officers, agents, and employees coming upon the above-described property to gather information and inspect the property whenever it is reasonably necessary for the purpose of processing this application.

Applicant's signature Date

Property owner's signature (if different) Date

State of _____

County of _____

Signed before me on this _____ day of _____, 20____,

by _____.

Notary Public for Oregon
My Commission expires _____