



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

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Comprehensive Plan Map Amendment Application

Application Fee \$3500.00

INTRODUCTION

- A. Amendments to the Linn County Comprehensive Plan may be initiated to: a) amend the existing plan map designation(s), or b) amend a combination of existing plan policy and map designations.
- B. An amendment to the comprehensive plan map from one designation to another designation may be dealt with as one application. When the proposed amendment involves more than one existing plan map designation or results in more than one plan map designation, additional applications are required.
- C. A proposed amendment that would change both the plan text and plan map require two separate applications--one to amend the plan text and one to amend the plan map.
- D. The Linn County Planning Commission conducts public hearings on the application and makes a recommendation to the Linn County Board of Commissioners. The Board conducts a public hearing on the application and makes the final decision. Notice of the hearings is provided to nearby property owners and affected county departments and state agencies. The applicant or an authorized representative must attend all hearings.

APPLICATION CHECK LIST (FOR DEPARTMENT USE)

- A. Complete application _____ Site plan _____ Ownership _____
- B. Environmental health division approval
 - 1. Existing system has been checked _____
 - 2. New site has been approved _____
 - 3. New site has been requested but not reviewed _____
- C. Property development standards can be met:
 - 1. Width _____ Depth _____ Frontage _____ Coverage _____ Setbacks _____
 - 2. Legal lot _____ Area _____
- D. Proposal is located within:
 - 1. UGB _____ Planning area _____ Greenway _____ A.O. Zone _____
 - 2. S.B.H.O. _____ Habitat _____ Floodplain _____ Historic _____
- E. Application accepted by: _____ Date _____ Receipt No. _____
P.C. hearing date _____

F. This application contains:

Medical hardship _____ Aggregate resources _____
Non-resource residence _____ Solid waste _____
Resource residence _____ Comprehensive plan amend. _____
Variance _____ Comprehensive plan revision _____
Conditional use _____ Zoning map amendment _____
Easement _____ Subdivision _____ Nonconform use _____
Greenway _____ Caretaker _____ UGM _____
Planned unit development _____

I. Background Information (to be completed by applicant **in ink or typed**)

A. Applicant's name _____
Address _____
City _____ State _____ Zip Code _____
Phone number (home) _____ (work) _____

B. Property owner (if different than applicant) _____
Address _____
City _____ State _____ Zip Code _____
Phone number (home) _____ (work) _____

C. Applicant's representative (if any) _____
Address _____
City _____ State _____ Zip Code _____
Phone number (home) _____ (work) _____

II. VERIFICATION OF OWNERSHIP

If the person submitting the application and the owner of the property are not the same, then only the owner of the property shall complete this section.

- A. The application does not violate any recorded codes, covenants or restrictions that are attached to the subject property.
- B. I have the following legal interest in the property: owner of record _____, land sales contract purchaser _____, holder of a recorded exclusive option to purchase _____.

Owner's signature _____

PLEASE NOTE: County ordinance does not allow an application to be reviewed unless the owner has first authorized it. The assessor's office records are used to verify the ownership. Please contact the assessor's office (Room 215, Linn County Courthouse) to complete this section.

The Linn County Assessor's Office verifies that Township _____, Range _____, Section _____, Tax Lot(s) _____, is owned or is being purchased by:

If more than one owner is included on your records, please list all persons involved.

Other owners:

_____ Date _____
Signature of Assessor's Representative

III. Nature of Amendment

A. This application is submitted to amend the comprehensive plan map designation for the following property or properties:

Township [] S, Range [], Section [], Tax Lot(s) []

Township [] S, Range [], Section [], Tax Lot(s) []

Township [] S, Range [], Section [], Tax Lot(s) []

Township [] S, Range [], Section [], Tax Lot(s) []

B. Total acreage involved in this amendment is _____

C. The plan map designation is currently _____. This proposal will change the plan map designation to _____.

D. Is the property located within the urban growth boundary of a city?
_____ Yes _____ No If yes, please contact the city regarding the proposal, relevant comprehensive plan policies and plan map designations. Briefly describe how the proposed amendment is in conformity with that city's comprehensive plan.

IV. Physical Characteristics

A. Describe the physical characteristics of the property, include:

1. Topography: _____

2. Drainage pattern: _____

3. Vegetation: _____

4. Soil productivity: _____

B. Is the property subject to any developmental limitations such as soil and foundation instability, water supply, quantity or quality, poor drainage, steep slopes or flooding? _____ Yes _____ No If yes, what developmental limitations exist?

V. Existing Use of Property

A. How is the land currently used? Identify any improvements to the property such as buildings, fences, wells, septic systems, driveways or roads.

B. Please describe any previous uses of the property.

C. According to the Linn County Assessor's Office, has any property included in this amendment ever been under any form of either farm tax deferral or timber tax deferral? _____ Yes _____ No If yes, what type(s) of deferral, for what part of the property and how long has the tax deferral been active?

D. How does the property have access to a county or public road? Is there a paved apron onto the public road at the point of access? Is there a culvert at the point of access? If the access is by an easement, please attach a copy of the easement document.

VI. Existing Use of Surrounding Property

Describe the land use on surrounding properties within 1/4 mile of the subject property. Please describe what farm, forest, residential, commercial, industrial and/or public land uses are within 1/4 mile of the property. Please be specific about the types of uses--orchards, dairies, subdivisions, number of residences, types of stores or types of industrial activities.

VII. Proposed Use of Property

- A. Describe how the property will be used if the amendment is approved. Will the property be partitioned? If so, describe your intent.

- B. What improvements will be added to the property if the amendment is approved?

VIII. APPLICANT'S CERTIFICATION

I hereby certify that the statements, attachments, exhibits, plot plan and other information submitted as a part of this application are true and any approval granted based on this information may be revoked if it is found that such statements are false.

_____ Date _____
Applicant's Signature

IX. CRITERIA FOR DECISION

To approve a comprehensive plan map amendment, findings must be made that respond to the decision criteria. On a separate page, please prepare a typed response to the criteria listed below. Think of each criterion as if it were a question and then answer the question.

- A. The amendment is consistent with and does not alter the intent of applicable section(s) of the comprehensive plan.
- B. The amendment will be compatible with adjacent uses and will not adversely impact the overall land use pattern in the area.
- C. The amendment, if within an adopted urban growth boundary, is in substantial conformity with the comprehensive plan and implementing ordinances of an affected city.
- D. The amendment will not have a significant adverse impact on a sensitive fish or wildlife habitat.
- E. The amendment will not have a significant adverse impact upon the provision of public facilities including police and fire protection, sanitary facilities, and storm drainage facilities.
- F. The amendment will not have a significant adverse impact upon the transportation facilities.
- G. The presence of any development limitations including geologic hazards, flood hazards, or water quality or quantity will not have a significant adverse affect on land uses permitted through the amendment and vice-versa.
- H. An exception to the statewide planning goals is either not required or if required, then findings have been prepared to meet the exception criteria.
- I. The amendment is consistent with the statewide planning goals.

The following information must also be submitted with the application:

- A. An accurate drawing, survey or legal description that clearly illustrates the dimensions and location of the area proposed for plan map amendment if the parcel is not specifically identified on the current assessor's map.
- B. For a complete and accurate evaluation of your proposal, it is necessary to include sufficient information and detail on a site plan drawing. An example is provided as a guide to the preparation of your site plan. The site plan you submit will constitute the formal development plan upon which your request is based.

SITE PLAN REQUIREMENTS:

- (1) Indicate scale (for example, 1" = 200').
- (2) North arrow--indicating direction of north on the map.
- (3) Completed information block at bottom of page, containing your name, address and telephone number.
- (4) Dimensions of the property. These may be taken from surveys, deeds and assessor's records.
- (5) Names of roads adjacent to property.
- (6) Approximate distance to nearest city or town.
- (7) Dimensions and distance from property lines to all structures, both existing and proposed, as well as fences, culverts, light standards and signs on the property and adjacent properties.
- (8) Location of existing and proposed access ways, parking and loading areas, approaches and barriers. Type of surfacing should be indicated.
- (9) Location of significant land features, such as streams or creeks, drainage areas and slope of land.
- (10) Location of existing and/or proposed septic tanks, repair areas and wells. If known, indicate any wells or septic systems on adjacent properties if they are within 10 feet of this property.
- (11) Indicate existing uses of land (cultivation, pasture, timber and brush). Indicate type of crops, pasture grass and timber species.