



## Community Development – Planning

695 Warner Parrott Road | Oregon City OR 97045  
Ph (503) 722-3789

### Planning & Public Works Development Services Review for Cluster Housing

*Please complete this packet and submit with your building permit application which needs to include a site plan drawn to scale. If any section of this packet is incomplete, it will be returned.*

Planning Division (P) Approval By: \_\_\_\_\_ Date: \_\_\_\_\_

Development Services (DS) Approval By: \_\_\_\_\_ Date: \_\_\_\_\_

*Please refer to the following chapters of the Oregon City Municipal Code: 17.08, 17.10, 17.12 and 17.16 to complete this form. If your cluster housing cannot meet the standards in this packet, you may apply for a Type II modification to the design standards. Contact planning staff for more details.*

For additional information regarding processes, fees, restrictions, etc., contact:

Planning (P) at 503-722-3789 or [ocplanning@orc-city.org](mailto:ocplanning@orc-city.org) and

Public Works - Development Services (DS) at 971-204-4601 or [ocpublicworks@orc-city.org](mailto:ocpublicworks@orc-city.org).

Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Site Address: \_\_\_\_\_

or Clackamas County Map and Tax Lot #: \_\_\_\_\_

Middle Housing Land Division, Partition or Subdivision Name and Lot Number, if applicable: \_\_\_\_\_

*Cottage clusters shall contain a minimum of four and a maximum of twelve cottage cluster units per cluster to encourage a sense of community among the residents. A development site may contain more than one cluster, however only one cluster of up to twelve units per lot is eligible to utilize the middle housing land division process in OCMC 16.24.*

Number of dwelling units proposed: \_\_\_\_\_

*The size of the existing single-family detached residential unit may exceed the maximum building footprint and maximum gross floor area, and shall not be part of the average gross floor area calculations. The existing single-family detached residential unit shall be excluded from the calculation of orientation toward the common courtyard. Modifications or additions to the existing dwelling unit not consistent with the provisions of this section shall not be permitted*

Is an existing single family detached unit incorporated in the proposal?  Yes  No

Will any existing structure(s) be demolished?  Yes  No

## 1. Applicable Overlay Zones, Plans or Fees (P/DS)

Please identify all overlay districts identified on your Property Zoning Report available from [OC WebMaps / Oregon City, OR](#). If any of the items below are marked, additional review may be needed.

<input type="checkbox"/> Individually Designated Historic Structure (P)	<input type="checkbox"/> Historic District (P)	<input type="checkbox"/> NROD-Natural Resources Overlay (P)
<input type="checkbox"/> Willamette River Greenway District (P)	<input type="checkbox"/> Barlow Trail Corridor (P)	<input type="checkbox"/> Geologic Hazards Overlay (DS)
<input type="checkbox"/> Flood Management Overlay (Building)	<input type="checkbox"/> High Water Table (DS)	<input type="checkbox"/> CFEC

Staff Only: Additional Review Required? Yes No Initial \_\_\_\_\_

## 2. Plat Restrictions (P/DS)

Identify the size and location of all restrictions on your plat below and on the site plan. Plats may be obtained at: [OC WebMaps / Oregon City, OR](#).

Easements (PUE, SSE, etc.): \_\_\_\_\_

Non-Vehicular Accessways (NVA): \_\_\_\_\_

Other Restrictions: \_\_\_\_\_

Staff Only: Plat Restrictions Approved? Yes No Initial \_\_\_\_\_

## 3. Lot Specific Conditions of Approval (P/DS)

Applicable to new land divisions. Please list any lot-specific requirements identified in the land division staff report approval (e.g. mitigation trees, home orientation, easements, etc.). If needed, contact Planning for a copy of the report.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Not Applicable

## 4. Building Height and Setbacks (P)

Identify the building height and the setbacks (distance between the proposed foundation/support and the property line). Refer to the Dimensional Standards Table on the back page of this document for details. Provide building and site plans with all the dimensions below.

Zoning Designation: \_\_\_\_\_ Building Height: \_\_\_\_\_ Projection into Setback: \_\_\_\_\_

Distance from LEFT property line: \_\_\_\_\_ Distance from RIGHT property line: \_\_\_\_\_

Distance from Front property line: \_\_\_\_\_ Distance from REAR property line: \_\_\_\_\_

Distance from property line to Front Porch: \_\_\_\_\_ Distance from property line to Rear Porch: \_\_\_\_\_

Distance from ROW (Right-of-Way property line to Garage: \_\_\_\_\_

Staff Only: Building Height and Setbacks met? Yes No N/A Initial \_\_\_\_\_

## 5. Dimensional Standards (P)

Maximum building footprint: 900 square feet per unit. Proposed maximum building footprint \_\_\_\_\_

Maximum average gross floor area: 1,000 per unit. Proposed average gross floor area \_\_\_\_\_

Maximum gross floor area: 1,500 square feet per unit. Proposed maximum gross floor area \_\_\_\_\_

Minimum distance separating units (excluding attached dwellings/ accessory structures): 10 feet. Proposed minimum distance separating units \_\_\_\_\_

Staff Only: Dimensional Standards met? Yes No N/A Initial \_\_\_\_\_

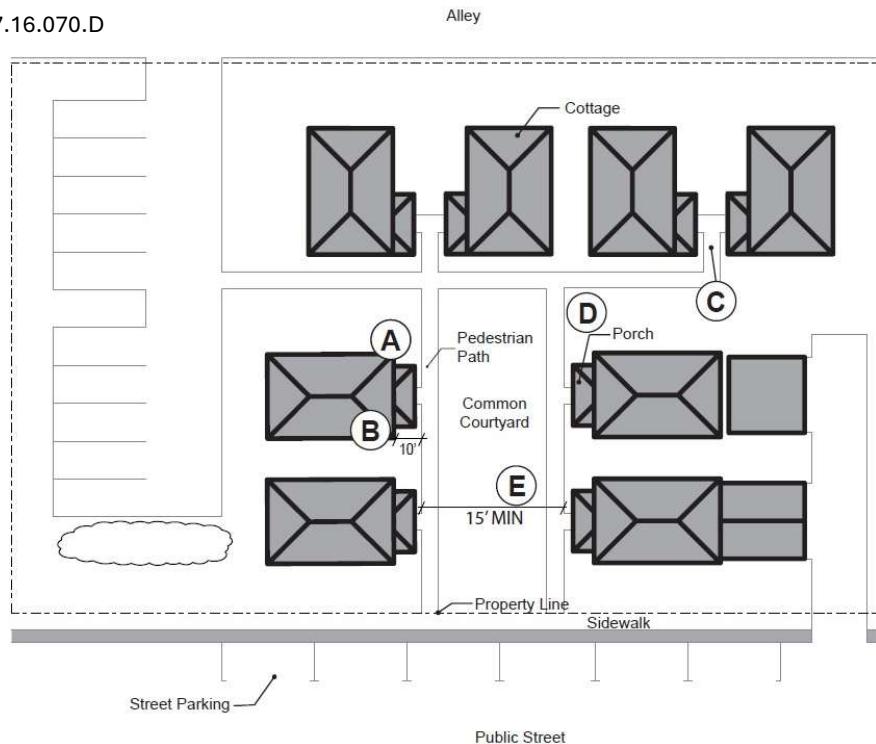
## 6. Cottage Orientation (P)

Cottages must be clustered around a common courtyard, meaning they abut the associated common courtyard or are directly connected to it by a pedestrian path, and must meet the following standards (see Figure 17.16.070.D):

- ✓ Each cottage cluster unit within a cluster must either abut the common courtyard or must be directly connected to it by a pedestrian path.
- ✓ A minimum of fifty percent of cottage cluster units within a cluster must be oriented to the common courtyard and must:
  - Have a main entrance facing the common courtyard;
  - Be within ten feet from the common courtyard, measured from the façade of the cottage to the nearest edge of the common courtyard; and
  - Be connected to the common courtyard by a pedestrian path.
- ✓ Cottages within twenty feet of a street property line may have their entrances facing the street.
- ✓ Cottages not facing the common courtyard or the street must have their main entrances facing a pedestrian path that is directly connected to the common courtyard.

Please show all relevant dimensions on your site plan to demonstrate compliance.

Figure 17.16.070.D



- Ⓐ A minimum of 50% of cottages must be oriented to the common courtyard.
- Ⓑ Cottages oriented to the common courtyard must be within 10 feet of the courtyard.
- Ⓒ Cottages must be connected to the common courtyard by a pedestrian path.
- Ⓓ Cottages must abut the courtyard on at least two sides of the courtyard.
- Ⓔ The common courtyard must be at least 15 feet wide at its narrowest width.

Staff Only: Are these standards met? Yes No Not Applicable Initial \_\_\_\_\_

## 7. Common Courtyard Design Standards (P)

Each cottage cluster must share a common courtyard in order to provide a sense of openness and community for residents.

- ✓ The required minimum common courtyard is one hundred fifty square feet per cottage cluster unit
- ✓ Common courtyards must meet the following standards
  - The common courtyard must be a single compact, contiguous, central open space that:
  - Has a minimum dimension of fifteen feet.
  - Abuts at least fifty percent of the cottage cluster units in the cottage cluster
  - The common courtyard shall be developed with a mix of landscaping and lawn area, recreational amenities, hard-surfaced pedestrian paths, and/or paved courtyard area. Impervious elements of the common open space shall not exceed seventy-five percent of the total common courtyard area.
- ✓ Pedestrian paths must be included in a common courtyard. Paths that are contiguous to a courtyard shall count toward the courtyard's minimum dimension and area. Parking areas, required setbacks, and driveways do not qualify as part of a common courtyard.

*Please show all relevant dimensions on your site plan to demonstrate compliance.*

Staff Only: Are these standards met? Yes   No   Not Applicable   Initial _____
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## 8. Pedestrian Access (P)

An accessible, hard-surfaced pedestrian path that is a minimum of four feet wide must be provided that connects the main entrance of each cottage cluster unit to the following:

- ✓ The common courtyard;
- ✓ Shared parking areas;
- ✓ Community buildings; and
- ✓ Sidewalks in public rights-of-way abutting the site or rights-of-way if there are no sidewalks

Staff Only: Are these standards met? Yes   No   Not Applicable   Initial _____
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## 9. Community Buildings (P)

Cottage clusters may include community buildings for the shared use of residents that provide space for accessory uses such as community meeting rooms, guest housing, exercise rooms, daycare, or community eating areas.

Community buildings must meet the following standards:

- ✓ A cottage cluster is allowed one community building, which shall count towards the maximum one thousand square feet average floor area limitation,
- ✓ A community building that meets the definition of a dwelling unit must meet the maximum nine hundred square foot building footprint limitation that applies to cottage dwelling units, unless a covenant is recorded against the property stating that the structure is not a legal dwelling unit and will not be used as a primary dwelling.

Staff Only: Are these standards met? Yes   No   Not Applicable   Initial _____
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## 10. Dwelling Types (P)

- In R-10, R-8, and R-6 zones-up to two units attached together are permitted in a cottage cluster
- In R-5 and R-3.5 zones--groups of up to four units attached together are permitted in a cottage cluster.

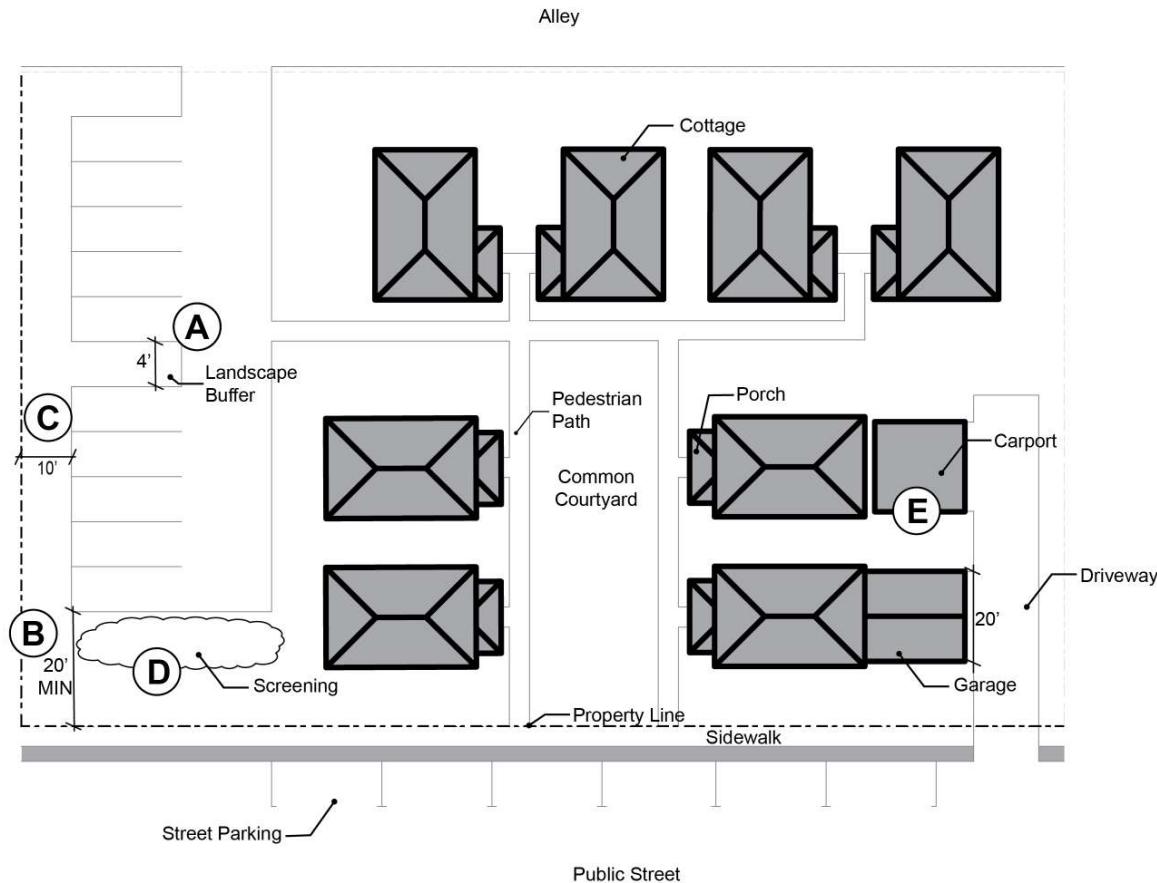
- In R-2 zone- groups of up to six units attached together are permitted in a cottage cluster
- Accessory dwelling units are not permitted as part of a cottage cluster.

Are you proposing any attached cluster units ? Yes    No   

If yes, how many attached units are proposed? \_\_\_\_\_

Staff Only: Are these standards met? Yes    No    Not Applicable    Initial \_\_\_\_\_

## 11. Parking (P)



- (A) Parking allowed in clusters of up to 5 spaces. Clusters separated by minimum of 4 feet of landscaping.
- (B) No parking or vehicle area within 20 feet from street property line (except alley).
- (C) No parking within 10 feet from other property lines (except alley). Driveways and drive aisles permitted within 10 feet.
- (D) Screening required between clustered parking areas or parking structures and public streets or common courtyards.
- (E) Garages and carports must not abut common courtyards. Garage doors for individual garages must not exceed 20 feet in width.

Parking shall be provided at a ratio of a minimum of one parking space per dwelling unit and maximum 2.5 spaces per dwelling unit onsite.

Proposed number of units \_\_\_\_\_

Proposed number of onsite parking spaces \_\_\_\_\_

Parking shall be located in clusters of not more than five adjoining spaces (except where parking areas are adjacent to an alley).

Proposed number of spaces clustered together \_\_\_\_\_

Parking spaces and vehicle maneuvering areas are prohibited:

- ✓ In the front, the interior or side yard setback areas.
- ✓ Within twenty feet of any street property line or within ten feet of any other property line, except alley property lines.
- ✓ Between a street property line (excluding an alley) and the front façade of cottages located closest to the street property line.
- ✓ Drive aisles and access driveways are allowed in the side or rear yard setback, and within ten feet of other property lines.

*Staff Only:* Are these standards met? Yes No Not Applicable Initial \_\_\_\_\_

## 12. Parking Landscaping (P)

- ✓ Parking clusters shall be separated by a landscaping planter that is a minimum of four feet in width.  
Width of landscape buffer \_\_\_\_\_
- ✓ Landscaping, fencing, or walls at least three feet tall shall separate parking areas and parking structures from common courtyards and public streets.

*Staff Only:* Are these standards met? Yes No Not Applicable Initial \_\_\_\_\_

## 13. Fences (P)

- ✓ All fences shall be no more than forty-two inches in height, except that fences within one foot of the side or rear property line and outside of the front setback area may be no more than six feet in height.  
Height and location of proposed fences \_\_\_\_\_
- ✓ Chain link fences are not allowed.

*Staff Only:* Are these standards met? Yes No Not Applicable Initial \_\_\_\_\_

## 14. Garages (P)

- ✓ Detached parking structures/garages shall be six hundred square feet or less if shared by more than one cottage cluster unit, or four hundred square feet or less if exclusively used by a single cottage cluster unit.  
Size of proposed detached garages (if any) \_\_\_\_\_
- ✓ All garages shall have garage doors of twenty feet or less in width  
Size of proposed garage doors width (if any) \_\_\_\_\_
- ✓ Attached garages shall not exceed two hundred square feet of gross floor area. The gross floor area of the garage shall not count towards the allowed average or maximum gross floor area or building footprint of the cottage cluster unit.  
Size of proposed attached garage (if any) \_\_\_\_\_
- ✓ Detached parking structures/garages are not counted as part of the allowed average or maximum gross floor area or building footprint of the cottage cluster units.
- ✓ Garages may be attached to cottage cluster units but cannot abut common open spaces.

*Staff Only:* Are these standards met? Yes No Not Applicable Initial \_\_\_\_\_

## 15. Home Design Options (P)

*Each cottage cluster unit within twenty feet of a street property line shall comply with the residential design options in **OCMC 17.14.030**. Please determine the applicable standard below. The garage width is measured from the interior of the garage. A garage may not be greater than 60% of the width of the home or project more than 8 feet from the adjacent living area. Porches are not considered in this determination.*

- There is no Garage on the property.
  - The front of the home shall include 5 home design elements from item 17.
- The Garage is detached from the building.
  - The front of the home shall include 5 home design elements from item 17.
- The Garage is on the Side or Rear of the building.
  - The front of the home shall include 5 home design elements from item 17.
- The Building is less than 24 feet wide with a garage in front.
  - The garage shall not extend closer to the street than the adjacent living space; and
  - The garage shall be no wider than 12 feet; and
  - The front of the home shall include 6 home design elements from item 17; and
  - The home shall comply with one of the following:
    - There is interior living area above the garage which is set back no more than 4 feet from the garage; or
    - There is a covered balcony above the garage, at least the same length as the garage wall, at least 6 feet deep and accessible from the interior living area.
- The Garage is less than 50% of the width of the front of the building (measured at the inside wall).
  - And does not project in front of the adjacent living space.
    - The front of the home shall include 6 home design elements from item 17.
  - And projects in front of the adjacent living space.
    - The garage shall not extend more than 8 feet in front of the adjacent living space; and
    - The front of the home shall include 9 home design elements from item 17 (including elements 6 or 20).
- The Garage is less than 60% of the width of the front of the building (measured from the inside wall).
  - And is recessed 2 or more feet from the adjacent living space.
    - The front of the home shall include 7 home design elements from item 17.
  - And is NOT recessed 2 feet from the adjacent living space.
    - The garage shall not extend more than 4 feet in front of the adjacent living space; and
    - The front of the home shall include 8 home design elements from item 17 (including elements 6 or 20).
- The Garage is side-oriented in front of the building.
  - The garage shall not extend more than 32 feet in front of the adjacent living space; and
  - The front of the home shall include 6 home design elements from item 17; and
  - Windows shall occupy a minimum of 15% of the street-facing garage wall.
  - The garage wall may not exceed 60% of the length of the street facing façade.
- Not Applicable

Staff Only: Correct Option chosen? Yes	No	Initial _____
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## 16. Corner and Through Lots (P)

Corner and through lots shall meet **all** of the following:

- The **front** of the home shall comply with one of the Home Design Options in Item 15; **and**
- The **other street-facing side** of the home must comply with #8, #10 and one other item from the list in #17.

Staff Only: Correct Option chosen? Yes No Initial \_\_\_\_\_

## 17. Design Elements (P)

Please identify by unit the required number of standards needing to be met. NOTE: Cluster units not part of the unit within 20 of the right of way are exempt from this section.

Unit #1 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_  
 Unit #2 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_  
 Unit #3 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_  
 Unit #4 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_  
 Unit #5 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_  
 Unit #6 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_  
 Unit #7 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_  
 Unit #8 - standards required \_\_\_\_\_ standards met (list) \_\_\_\_\_

1. Dormers.  
\_\_\_\_\_
2. Gable roof or Hip roof.  
\_\_\_\_\_
3. Building face with 2 or more offsets of  $\geq 16$  inches. Number of offsets \_\_\_\_\_
4. Roof overhang of  $\geq 16$  inches. Size of roof overhang \_\_\_\_\_
5. Entry recessed  $\geq 2$  feet behind the front façade and  $\geq 8$  feet wide. Distance entry recessed from the front façade \_\_\_\_\_ Width of entry \_\_\_\_\_  
\_\_\_\_\_
6.  $\geq 60$  square foot covered front porch that is  $\geq 5$  feet deep; or  $\geq 40$  square foot covered porch with railings that is  $\geq 5$  feet deep and elevated entirely  $\geq 18$  inches.  
Total Size of porch \_\_\_\_\_ Total Depth \_\_\_\_\_ Elevation of porch \_\_\_\_\_  
\_\_\_\_\_
7. Bay window that extends  $\geq 12$  inches outward from the main wall of a building.  
Extension of bay window \_\_\_\_\_  
\_\_\_\_\_
8. Windows and main entrance doors that occupy  $\geq 15\%$  of the lineal length of the home (not including the roof and excluding any windows in a garage door).  
Length of Wall \_\_\_\_\_  
Linear length of windows \_\_\_\_\_ (Window / Wall length) \* 100 \_\_\_\_\_  
\_\_\_\_\_
9. Window grids in all windows (excluding windows in the garage door or front door).  
\_\_\_\_\_
10.  $\geq 4$  inch window trim. Width of trim \_\_\_\_\_  
\_\_\_\_\_
11. **Worth 2 elements.**  $\geq 4$  inch window trim on all elevations of the house. Width of trim \_\_\_\_\_  
\_\_\_\_\_
12. **Worth 2 elements.** Wood, cladded wood, or fiberglass windows on all of the elevations.  
\_\_\_\_\_
13. **Worth 2 elements.** Windows recessed  $\geq 2$  inches from the facade on all of the elevations.  
\_\_\_\_\_
14. Front balcony that projects from the wall of the building and is enclosed by a railing or parapet.  
\_\_\_\_\_

Staff  
Only

15.  $\geq 60$  square feet of shales, shingles, brick, stone or other similar decorative materials.

\_\_\_\_\_ Square footage of shales, shingles, brick, stone or other similar decorative materials

16. All garage doors are  $\geq 9$  feet in width or less.

17. All garage doors wider than 9 feet are designed to resemble 2 smaller garage doors.

18.  $\geq 2$  windows in each garage door.

19. A third garage door is recessed a minimum of 2 feet from the living space.

20. A window over the garage door that is  $\geq 12$  square feet with  $\geq 4$  inch window trim.

Square Footage of Window \_\_\_\_\_ Trim Size \_\_\_\_\_

21. The living space of the dwelling is within 5 feet of the front yard setback.

22. The driveway is composed entirely of pervious pavers or porous pavement.

Staff Only: Design Elements Approved? Yes No Initial \_\_\_\_\_

## 18. Street Trees (P)

*A street tree is required for all new homes or additions of 25% or more of the existing square footage of the home (including living space and garages) if there is not at least one existing street tree for every 35 feet of frontage. If this permit is for a unit in a new land division, street trees are already provided.*

- \_\_\_\_\_ Length of property frontage (portion of property which abuts a street)
- \_\_\_\_\_ Trees required: Line 1 divided by 35, round down
- \_\_\_\_\_ Number of existing street trees in the Right-of-Way
- Is line 3 equal to or greater than 25?  Yes – an additional street tree(s) must be planted.  
 No – additional tree not required.

If a street tree(s) is required, please complete the following:

Species (identified on the Street Tree list\*\* or by a certified arborist): \_\_\_\_\_

Size (min. of 2" in caliper measured 6" above the root crown): \_\_\_\_\_

Planting location: \_\_\_\_\_

Refer to Chapter **12.08** of the Oregon City Municipal Code for additional restrictions on placement of the street tree. The Planning Division may approve other options such as planting a tree in your front yard, designating an existing tree in your front yard as a street tree, or paying into a street tree fund.

\*\*Street tree list: **Oregon City street tree list**

Staff Only: Street tree standards met? Yes No Initial \_\_\_\_\_

## 19. Residential Yard Tree Requirements (P)

On site trees ensure that residential lots are landscaped and to encourage the retention of trees, minimize the impact of tree loss during development and ensure a sustainable tree canopy in Oregon city **OCMC 17.14.080**. The amount of trees to be protected, planted or paid into a tree fund is based on your lot size and due prior to occupancy.

Lot Size (square feet)	Inches of Tree Diameter Required to be Protected, Planted or Paid into Tree Fund
0 – 4,999	4"
5,000 – 7,999	6"
8,000 – 9,999	8"
10,000 – 14,9	10"
15,000 +	12"

### Option 1: Tree Preservation

If you choose to utilize existing trees to meet this requirement the following standards apply:

- The trees shall be located on private property.
- The trees shall be a minimum of 2" caliper, measured at breast height.
- Species identified in the Large Native and Heritage Tree Species are counted as twice the size.  
(Example: an Oregon White Oak with a 2" caliper at DBH is counted as 4").

### Option 2: Mitigation Trees

Recent subdivisions and partitions may already have been required to plant trees to make up for the trees which were removed with the land division. Please refer to land division approval to identify the number and size of mitigation trees required for your property.

### Option 3: Trees to be Planted

If you choose to utilize existing trees to meet this requirement, the following standards apply:

- All deciduous trees shall measure a minimum 2" caliper at 6" above the root crown and all coniferous trees shall be a minimum of 6' in height.
- Mitigation trees required for the subdivision may be counted.
- Trees planted on R-6, R-8 and R-10 zoned lots shall include at least one tree in the front yard setback, unless it is demonstrated that it is not feasible due to site constraints.
- Trees planted on R-5 and R-3.5 zoned lots may be planted anywhere on the lot as space permits.
- Species identified in the Large Native and Heritage Tree Species are counted as twice the size.  
Example: an Oregon White Oak with a 2" caliper at 6" above the root crown is counted as 4".

#### Species Which Count as Twice the Size

Common Name	Scientific Name
American Elm Hybrids (disease resistant)	<i>Ulmus</i> spp.
Bigleaf Maple	<i>Acer macrophyllum</i>
Bur Oak	<i>Quercus macrocarpa</i>
Douglas Fir	<i>Pseudotsuga menziesii</i>
Grand Fir	<i>Abies grandis</i>
Northern Red Oak	<i>Quercus rubra</i>
Oregon White Oak	<i>Quercus garryana</i>
Pacific Willow	<i>Salix lucida</i> spp. <i>lasiandra</i>
Western Hemlock	<i>Tsuga heterophylla</i>
Western Red Cedar	<i>Thuja plicata</i>
Western Yew	<i>Taxus brevifolia</i>

### Option 4: Payment to the Tree Fund

This option may be used where site characteristics or construction preferences do not support the preservation or planting options identified above. The payment, made prior to occupancy, goes to a dedicated fund for trees. The large native or heritage tree incentive does not apply when using this option.

**Complete the information below for the Option Chosen:**

Size of lot: \_\_\_\_\_ Minimum Inches of Tree Caliper Required Onsite: \_\_\_\_\_

**Option 1: Existing Trees Preserved.** Identify Caliper and Location: \_\_\_\_\_  
\_\_\_\_\_**Option 2: Mitigation Trees.** Identify Species and Caliper: \_\_\_\_\_  
\_\_\_\_\_**Option 3: Trees Proposed to be Planted.** Identify Species, Caliper & Location: \_\_\_\_\_  
\_\_\_\_\_**Option 4: Tree Fund.** Identify the Number Required Trees for Fee-in-lieu: \_\_\_\_\_

Staff Only: Yard tree standards met? Yes No Initial \_\_\_\_\_

*For the following items, #20-#26, contact Public Works - Development Services  
at [ocpublicworks@orcity.org](mailto:ocpublicworks@orcity.org) or 971-204-4601 for assistance.*

**20. Number of Driveways (DS)**

*Each property may have up to one (1) driveway per street frontage\*. Do not count alleys. Lots located on minor arterial and collector streets may have limited access.*

Number of street frontages: \_\_\_\_\_ Number of existing driveways: \_\_\_\_\_

Number of driveways proposed: \_\_\_\_\_

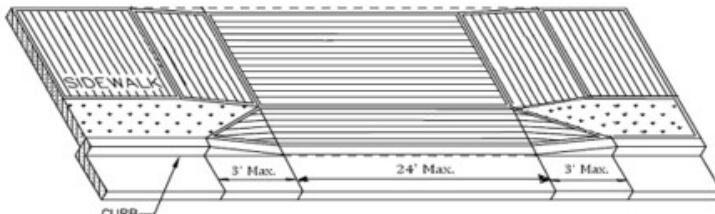
 Not Applicable (No driveway or access taken from alley)

*\*Middle housing properties with only one building may be allowed one driveway for every two units, provided that spacing standards and/or driveway width requirements are met.*

Staff Only: Number of Driveways Approved? Yes No Not Required Initial \_\_\_\_\_

**21. Driveway Width (DS)**

*The width of the driveway curb cut is limited at the sidewalk and property line by the number of interior or exterior parking spaces onsite, including the driveway. Show the driveway and curb cut on your site plan.*



*Minimum Driveway approach Width is 10 feet.  
Maximum Driveway approach Width is 24 feet.*

*Middle Housing Combined Driveways may be up to 36 feet wide when all other standards are met. Driveway design to meet OC504/OC504A.*

Width of driveway proposed: \_\_\_\_\_ Ft Width of wings proposed: \_\_\_\_\_ Ft  Not Applicable

Staff Only: Number of Driveways Approved? Yes No Not Required Initial \_\_\_\_\_

## 22. Street Improvements (DS)

New cluster housing may require street improvements such as a sidewalk, planter strip, street tree, etc., if they do not currently exist. State if any of the following are proposed. **CONTACT DS/PW Engineering** for assistance if you have questions about this section.

(Y=Yes or N/A = Not applicable)

1. \_\_\_\_\_ Road widening. Width \_\_\_\_\_ ft.
2. \_\_\_\_\_ Curb and Gutter. Width \_\_\_\_\_ ft.
3. \_\_\_\_\_ Sidewalk. Width \_\_\_\_\_ ft. Curb Tight \_\_\_\_\_ or Planter Strip \_\_\_\_\_ (Y/N)
4. \_\_\_\_\_ Modification Requested
5. \_\_\_\_\_ No Improvements Required

*Staff Only: Are these standards met? Yes No Not Required Initial \_\_\_\_\_*

## 23. Stormwater (DS)

New projects may require stormwater improvements.

Stormwater flow control and/or water quality requirements exist for projects that create:

5,000 square feet of new or replaced impervious surface.

500 square feet of new impervious surface (in the NROD overlay).

1,000 square feet of new or replaced impervious surface and is a commercial use.

1. \_\_\_\_\_ Square footage of all new or replaced impervious surface (asphalt, concrete, buildings, structures)
2. Does the proposal use fuel dispensing, major material storage, a washing facility, heavy chemical use, or has land with known contamination?  Yes  No

*Staff Only: Stormwater Approved? Yes No Initial \_\_\_\_\_*

## 24. Grading (DS)

The placement or removal of fill on a property may require additional review and permits.

Are you moving or placing more than 6" of fill below the building footprint?  Yes  No

If yes, a geotechnical report is required approving the fill placement from Public Works.

Do you have an approved geotechnical report?  Yes  No

Are you moving or placing 10 or more cubic yards of fill onsite?  Yes  No

If yes, a grading permit is required from Public Works.

Do you have an approved grading permit?  Yes  No

*Staff Only: Fill Approved? Yes No Initial \_\_\_\_\_*

## 25. Middle Housing Land Division (DS)

According to **OCMC 16.24.050. A.2**, separate utilities are required for each dwelling unit on lots created by a Middle Housing Land Division.

Will this development be part of a middle housing land division?  Yes  No

Are separate utilities for each unit provided?  Yes  No

*Staff Only: Standard Met? Yes No Initial \_\_\_\_\_*

## 26. Sufficient Infrastructure (DS)

For all triplexes, quadplexes, townhouses and cottage clusters in residential zones, the city shall work with the applicant to ensure that sufficient infrastructure will be provided, or can be provided, to include:

- ✓ Connection to a public wastewater system capable of meeting established service levels.

- ✓ Connection to a public water system capable of meeting established service levels.
- ✓ Access via public or private streets meeting adopted emergency vehicle access standards to a city's public street system.
- ✓ Storm drainage facilities capable of meeting established service levels for storm drainage.

Staff Only: Standard Met?	Yes	No	Initial _____
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*Staff only*

PW/DS Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved? Yes No Initial \_\_\_\_\_

**Turn this completed packet in with your building permit application packet.**

Note: There may be more information required once your application has been reviewed.