



Planning Department
TYPE I
Land Use Application - Administrative

(For official use only)

Application Number _____

Date Received _____

Date Paid & Receipt # _____

Application Type (CHECK ONE)

- ☐ Building Permit/Review
- ☐ Development Permit – Floodplain
(supplemental info required)
- ☐ Lot of Record Determination

- ☐ Pre-Application Meeting
- ☐ Preliminary Subdivision Extension
- ☐ Other Administrative:

PRINT CLEARLY AND COMPLETE ALL SPACES

Applicant Information

Name _____ Daytime Phone _____

Mailing Address _____ Email _____

Contact Person _____ Contact Daytime Phone _____

Site Information

Street Address _____ COBURG, OR 97408

Map & Tax Lot # _____ Total Area (sq. ft./acres) _____

If more than one lot:

Map and Tax Lot # _____	Total Area _____
Map and Tax Lot # _____	Total Area _____
Map and Tax Lot # _____	Total Area _____

If applicable:

Present Use(s) of Property _____

Proposed Use(s) of Property _____

For appeal, associated land use application number (e.g. SR-04-12) _____

Property Owner Information

Name _____ Daytime Phone _____

Mailing Address _____ Email _____

Contact Person _____ Contact Daytime Phone _____

Is there more than one applicant or site associated with this application? If so, check here. ☐ ATTACH A SEPARATE SHEET WITH ADDITIONAL APPLICANT AND SITE INFORMATION)

ATTACH THE FOLLOWING DOCUMENTAION WITH YOUR APPLICATION: OFFICIAL COMPLETENESS CHECK

- Written legal description of the property(ies) ☐ _____
- Assessor’s Map, highlight property(ies) (8.5” x11” or 11” x 17” SIZE) ☐ _____
- * Written statement addressing all applicable Zoning District Criteria ☐ _____
- Site Plan and/or Engineered Drawings (see site plan checklist) ☐ _____
- Title report | proof of ownership ☐ _____
- Is the property in the flood plain? YES ☐ NO ☐

* Written Statements must be in the form of factual statements or findings of fact and supported by evidence. List the findings criteria In the Coburg Zoning Code (Ord. A-200-H) and develop evidence that supports it.

I hereby certify that the statements and information contained in this application, including the attached drawings and the required findings of fact, are in all respects true and correct. I understand that all property pins must be shown on the drawings and visible upon site inspection. In the event that the pins are not shown or their location found to be incorrect, the owner assumes full responsibility.

I further understand that if this request is subsequently contested, the burden will be on me to establish: that I produced sufficient factual evidence at the hearing to support this request; that the evidence adequately justifies the granting of the request; that the findings of fact furnished by me are adequate, and further that all structures or improvements are properly located on the ground. Failure in this regard will result most likely in not only the request being set aside, but also possibly in any structures being built in reliance thereon being required to be removed at my expense. If I have any doubts, I am advised to seek competent professional advice and assistance.

_____ Date: _____
Applicant Signature

As owner of the property involved in this request, I have read and understood the complete application and its consequences to me as a property owner.

_____ Date: _____
Property Owner Signature #1

Print Name

_____ Date: _____
Property Owner Signature #2

Print Name