



CITY OF VERNONIA
1001 Bridge Street Vernonia OR 97064
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Email: cityhall@vernonia-or.gov

CONDITIONAL USE APPLICATION

Application No. _____ Submittal Date _____ Fee _____

SUMMARY OF REQUEST

Property Owner(s) Name (or Business Name) _____

Conditional Use Summary (Provide a brief summary of the requested conditional use(s)).

SITE INFORMATION

Address _____

Assessor's Parcel Number(s) _____

Are there existing structures on the site? Yes No (If Yes, briefly explain future status of structures) _____

Are there existing wells or septic drain fields on the site: Yes No (If Yes, briefly explain future status.) _____

CHECKLIST

1. ___ Land Use Application Form
2. ___ Narrative
A complete and detailed narrative describing how each requested conditional use meets the requirements of Title 9 Chapter 9-01.06 Conditional Uses; Chapters 9-01.03 Use Zones and other relevant sections.
3. ___ Proposed Site Plan
 - The actual shape and dimensions of the lot
 - The sizes and locations on the lot of existing and proposed structures
 - The intended use of each structure
 - The number of families, if any to be accommodated thereon
 - The relationship of the property to the surrounding area.

Depending on the specifics of the Conditional Use request, the City Planner may sign here _____ and check any or all of items 4 through 8, below. Otherwise, all items are required.

4. ___ Utilities Plan

Provide detailed utility plans

5. ___ Pre-Application Conference Summary Sheet

6. ___ Additional Information or Reports (May or may not have been identified in Pre-Application Conference)

The City Planner may require additional information to ensure that the proposed development does not adversely affect the surrounding community, identified natural resource areas or create hazardous conditions for persons or improvements on the site.

- o Information and/or Report _____
- _____
- _____
- _____

7. ___ Current Preliminary Title Report for the Subject Property (ies)

8. ___ Mailing Labels for Owners within 250 feet of the Subject Site

The names and addresses of property owners within 250 feet of the site indicated on the most recent property tax rolls. Provide copy of assessor’s map with highlighted tax lots within 250 feet of (or a 250 feet circle around) the subject property.

9. ___ Copies

Fifteen (15) copies of all information, reports, and drawings (full-sized and 11” by 17”) pertaining to this application.

10. ___ All required Application Fees