

City of Carlton
191 E. Main St.
Carlton, OR 97111
Phone: 503-852-7575
Fax: 503-852-7761
www.ci.carlton.or.us



Land Use Determination Application

Docket No.: _____
Date: _____
Fee: _____
Receipt No.: _____

Applicant: Name _____
Mailing Address _____

Phone _____

Title Holder: Name _____
Mailing Address _____

Location: Street Address _____
Tax Lot Number _____ Map _____

Request:

Criteria/documentation:

Using separate sheets, please respond to any criteria from the Carlton Development Code that is applicable to this request. Please provide any additional documentation, such as maps, deeds, etc., which are applicable to this request.

_____ **A scale drawing** 8 ½ x 11 inches or multiples thereof in size, showing the site and any applicable characteristics.

_____ **Two (2) Copies** of this application and all attachments shall be provided. Copies must be clear and legible.

I HEREBY CERTIFY THAT ALL STATEMENTS CONTAINED HEREIN, ALONG WITH THE EVIDENCE SUBMITTED, ARE IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Applicant's Signature

Date

Applicant's Signature

Date

Title Holder's Signature

Date

Title Holder's Signature

Date

NOTE: ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT LETTERS OF CONSENT. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE APPROVAL PROCESS.

CITY MANAGER/PLANNING COMMISSION ACTION:

Hearing Date: _____

APPROVED

DENIED

Approval Date: _____

I hereby agree to all requirements of this Land Use Determination as found in Attachment "A". I understand that a violation of any condition or limitation imposed by the approval shall constitute a violation of the Development Code. The effective date of this decision is 12 days from the date of written approval of this decision, unless otherwise specified.

Applicant's Signature

Date

APPEAL

Written Notice of Appeal to the Planning Commission or City Council was filed with the City Manager within 12 days following the final action of the City Manager or Planning Commission, the notice of appeal contained:

- a. A reference to the application sought to be reviewed, including the date of the final decision by the Planning Commission. _____
- b. The Decision or requirement being appealed. _____
- c. The specific grounds relied upon for appeal. _____

LAND USE FEE SCHEDULE ACKNOWLEDGMENT

Land use planning fees ("fees") are an estimate of the costs necessary to process land use applications. Fees include, but are not limited to, preparation of required public notices, staff reports and decisions, and are inclusive of the time allocated by the City Planner, City Engineer, and City Attorney. Fees must be paid at the time of application.

If there are any funds remaining after the project is complete, the applicant will receive a refund for the balance. Alternatively, if the application fee is exhausted before the project is complete, the project will be billed monthly for any additional costs until all land use stages are finished.

Please note that contracted service provider fees are subject to change and may include the fees of their hired staff. For current contractor fees, please call the city at 503-852-7575.

By reading and understanding the above information, I acknowledge the terms of the land use fee agreement as outlined above. Failure to comply with the fee agreement will result in the rejection of the application.

Applicant Signature

Date