



COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING 541-917-7553 | PLANNING 541-917-7550

PLANNING APPLICATION

APPLICANT/OWNER & AUTHORIZING SIGNATURES

To be included with ALL City of Albany planning submittals

Send completed application and checklist(s) to eplans@cityofalbany.net

- Adjustment (AD)
- Alternative Setback
- Annexation (AN)
- Comprehensive Plan Amendment (CP)
 - Map Amendment
 - Map Amendment; concurrent w/zoning
 - Text Amendment
- Conditional Use, circle one: Type II or III
 - Existing Building: expand or modify
 - New Construction
 - Home Business (Type III only)
- Development Code Text Amendment (DC)
- Floodplain Development Permit (FP)
- Historic Review (HI)
 - Exterior Alteration – residential, not visible from street (Type I-L)
 - Exterior Alteration – all commercial and residential visible from street (Type III)
 - New Construction (Type III or I-L)
 - Demolition or Moving (Type III)
 - Substitute Materials (Type III)
- Interpretation of Code (CI)
 - Quasi-Judicial (Type II)
 - Legislative (Type IV)
- Land Division (check all that apply)
 - Partition (PA)
 - Tentative Plat (Type I-L)
 - Tentative Plat w/ cluster (Type III)
 - Final Plat (Type I)
 - Subdivision (SD)
 - Tentative Plat <= 19 lots (Type I-L)
 - Tentative Plat 20+ lots and/or cluster (Type III)
 - Final Plat (Type I)
 - Tentative Re-plat Type I-L (RLD)
 - Modification to Approved Site Plan or Conditional Use
 - Natural Resource Boundary Refinement
 - Natural Resource Impact Review (NR)
 - Non-Conforming Use (MN)
 - Planned Development (PD)
 - Preliminary (Type III)
 - Final (Type I)
 - Property Line Adjustment (PLA)
 - Site Plan Review (SPR)
 - Accessory Building
 - Change of Use, Temporary or Minor Developments
 - Manufactured Home Park
 - Modify Existing Development
 - Parking Area Expansion (only)
 - New Construction
 - Tree Felling
 - Temporary Placement (TP)
 - Urban Growth Boundary (UGB)
 - Vacation (VC)
 - Public Street or Alley
 - Public Easements
 - Variance (VR)
 - Major Variance (Type II)
 - Minor Variance (Type I-L)
 - Willamette Greenway Use (WG)
 - Zoning Map Amendment (ZC)
 - Quasi-Judicial (Type IV)
 - Legislative (Type IV)
 - Other Required (check all that apply)**
 - Design Standards
 - Hillside Development
 - Mitigation
 - Parking/Parking Lot
 - Traffic Report
 - Other _____

Location/Description of Subject Property(ies)

Site Address(es): _____

Assessor's Map No(s): _____ Tax Lot No(s): _____

Comprehensive Plan designation: _____ Zoning designation: _____

Size of subject property(ies): _____ Related Land Use Cases: _____

Project Description: _____

Historic Overlay Natural Resource Overlay District Floodplain or Floodway Overlay

Applicant Information (must be signed)

Name: _____ Signature: _____

Mailing Address: _____ Date: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Fax #: _____ Email: _____



File #(s): _____ Date Fee & Application Received: _____
 Pre-App File #(s): _____ Pre-App Meeting Date: _____
 Amount Paid: _____ Received By: _____

Property Owner Information (must be signed)

Same as Applicant

Name: _____ Signature: _____
 Mailing Address: _____ Date: _____
 City: _____ State: _____ Zip: _____
 Phone #: _____ Fax #: _____
 Email: _____

Authorized Agent or Representative (must be signed, if applicable)

Choose One: Engineer Architect Other _____

Name: _____ Signature: _____
 Mailing Address: _____ Date: _____
 City: _____ State: _____ Zip: _____
 Phone #: _____ Fax #: _____
 Email: _____
 Relationship to property owner(s): _____

Electronic Plans Representative (if different from applicant)

IF MORE THAN ONE, PROVIDE THE FOLLOWING INFORMATION FOR EACH; THEY WILL BE SENT ALL CITY NOTICES

Choose One: Engineer Architect Other _____

Name: _____ Signature: _____
 Mailing Address: _____ Date: _____
 City: _____ State: _____ Zip: _____
 Phone #: _____ Fax #: _____
 Email: _____

Other Representative (must be signed, if applicable)

Choose One: Engineer Architect Other _____

Name: _____ Signature: _____
 Mailing Address: _____ Date: _____
 City: _____ State: _____ Zip: _____
 Phone #: _____ Fax #: _____
 Email: _____