



# COMMUNITY DEVELOPMENT DEPARTMENT

333 Broadalbin Street SW, P.O. Box 490  
Albany OR 97321

Ph: 541-917-7550 Fax: 541-917-7598  
[www.cityofalbany.net](http://www.cityofalbany.net)

## NOTICE OF DECISION

DATE OF NOTICE: October 7, 2016

FILES: SD-02-16

TYPE OF APPLICATION: Land Division - Tentative Plat Review to create a six-lot subdivision in two phases; with five lots proposed in Phase 1.

REVIEW BODY: Staff (Type I-L process)

PROPERTY OWNER / APPLICANT: Bill MacHugh; 3310 Crocker Lane NW; Albany, OR 97321

ENGINEER: Grant Beem; K&D Engineering; 276 NW Hickory St.; Albany, OR 97321

ADDRESS/LOCATION: 2749 NW CROCKER LN, ALBANY, OR 97321 / 1.39 acre site at the SE corner of the intersection at Crocker Lane and Arroyo Ridge Drive

MAP/TAX LOTS: Benton County Assessor's Map No. 10S-04W-25CA; Tax Lot 1100

ZONING: RS-10 (Single Family Residential) District

On October 6, 2016, the City of Albany Community Development Department granted **APPROVAL WITH CONDITIONS** of the applications referenced above.

The City based its decision on the project's conformance with the review criteria listed in the Albany Development Code. The supporting documentation relied on by the City in making this decision is available for review at City Hall, 333 Broadalbin Street SW. For more information, please contact **Shawna Adams, Project Planner**, at 541-791-0176, or Bob Richardson, Planning Manager, at 541-917-7555.

The City's decision may be appealed to the Oregon Land Use Board of Appeals (LUBA) if a person with standing files a Notice of Intent to Appeal not later than 21 days after the Director's notice of decision is mailed [ADC 1.330(5)(a)].

This approval expires in three years, unless the applicant has installed and/or bonded for all public improvements related to the development, or a valid building permit exists for the building approved as part of the development. The applicant may also apply for an extension pursuant to Section 1.083 of the Albany Development Code [ADC 1.080].

**Appeal Deadline:** **October 28, 2016**  
**Approval Expiration Date (if not appealed):** **October 7, 2019**

*Signature on file*

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Community Development Director

Attachments: Location Map and Tentative Subdivision Plat

## CONDITIONS OF APPROVAL

### Existing Development:

- 1.1 The detached garage located over the shared lot line proposed for Lot 5 and Lot 6 shall be removed prior to Phase 2 final plat approval. All other accessory structures within the subdivision site shall be removed prior to Phase 1 final plat approval. Alternatively, the applicant may obtain approval to relocate the buildings in accordance with applicable development code standards.

### Transportation:

- 3.1 On the final plat for Phase 1, the applicant shall dedicate a five-foot wide public sidewalk easement along the site's frontage on Crocker Lane.
- 3.2 On the final plat for Phase 1, the application shall dedicate a 15-foot public slope easement along the site's frontage on Crocker Lane.
- 3.3 Prior to final plat approval for Phase 1, the applicant shall install, or financially assure construction of, the public sidewalk to city standards on the south side of Arroyo Ridge Drive along the length of Lot 5.
- 3.4 The final plat for Phase 2 shall show a 24-foot wide shared access easement to Crocker Lane along the common property line between Lot 5 and Lot 6 for the benefit of both parcels. The easement shall extend a minimum of 20 feet into those lots and may be dedicated on the final plat or by separate document.

### Utilities:

- 4.1 Prior to Phase 1 final plat approval, the applicant shall obtain a storm water quality permit from the City's Public Works Department for the entire subdivision.

## INFORMATION FOR THE APPLICANT

Please read through the following requirements. This list is not meant to be all-inclusive; we have tried to compile requirements that relate to your specific type of development. These requirements are not conditions of the land use decision. They are Municipal Code (AMC) or Development Code (ADC) regulations or administrative policies of the Planning, Engineering, Fire, or Building Departments that you must meet as part of the development process.

### **PLANNING**

1. The final plat must substantially conform with the approved tentative plat, subject to the Conditions of Approval. Allow a minimum of five business days for the City's review.
2. Land use approval does not constitute Building or Public Works permit approvals.
3. You must comply with state, federal, and local law. The issuance of this permit by the City of Albany does not eliminate the need for compliance with other federal, state, or local regulations. It is the applicant's responsibility to contact other federal, state, or local agencies or departments to assure compliance with all applicable regulations.
3. To complete the land division process:
  - a. **Satisfy the conditions of approval and submit a final partition plat to the City Planning Division for review and approval. The final plat must be accompanied by a completed Final Plat application and final plat review fee.** A paper draft copy of the plat may be submitted with the application. The final plat application is available on the City's website.

Note: The County Surveyor also needs to review the plat. These reviews should be done concurrently. Contact the County surveyor's and recorder's offices to learn about their current processes, fees, and possible other expenses.
  - b. The final plat must be prepared by a registered professional land surveyor per Oregon Revised Statutes (ORS) 92.050 and ORS 209.250. Interim review plats can be on paper.
  - c. If applicable, pay or segregate any existing City liens on the property and pay or finance any other fees due as a result of the land division. Contact Linda Lamer in the Finance Department (541-917-7533) to make these arrangements.
  - d. After the City signs the final plat, the applicant shall submit it to the County Surveyor for their signatures and recording.
  - e. **After recording, and before the City will accept a permit application** to develop either parcel, the property owner must:
    - (1) Return one copy of the recorded final plat to the Albany Planning Division; and
    - (2) Provide the Building Division with a copy of County's Tax Assessor paperwork that assigns the new map and tax lot identification numbers to each new parcel.

### **ENGINEERING**

**General Engineering Processes:** The City of Albany's infrastructure records, drawings, and other documents have been gathered over many decades using differing standards for quality control, documentation, and verification. All information provided represents the current information we have in a readily available format. While the information we provide is generally believed to be accurate, occasionally this information proves to be incorrect, and thus we do not warrant its accuracy. Prior to making any property purchases or other investments based in full or in part, upon the information provided, we specifically advise that you independently field verify the information contained within our records.

**NOTE:** Connection charges for existing public utilities (sanitary sewer, water, storm drainage) in Arroyo Ridge Drive will be due before the City will sign the final plat for the proposed subdivision.

## **BUILDING**

### PERMITS

1. Obtain Building Permits prior to any construction.
2. Obtain Demolition Permits to remove any structures. An asbestos survey report may be required. Please contact DEQ at 1-800-349-7677 for details.
3. Erosion Sediment Control Permits are required by Public Works.

### PLAN REVIEW FOR PERMITS

4. All plans submitted for review for building permits will need to be submitted electronically. Contact the Building Division front counter at ePlans@cityofalbany.net for details and instructions prior to submittal.

### CODES

5. The current residential building codes are:
  - a. The 2014 Oregon Residential Specialty Code (ORSC)
  - b. The 2014 Oregon Energy Efficiency Specialty Code (OEESC),
  - c. The 2014 Oregon Plumbing Specialty Code (OPSC) based on the 2011 OPSC.
  - d. The 2014 Oregon Fire Code (OFC) based on the 2012 International Fire Code (IFC)
  - e. The 2014 National Electrical Code (NEC) with Oregon amendments.

### SOILS

6. At the time of or prior to application for a building permit or prior to setback and footing inspections, a letter of approval from a qualified engineer registered in Oregon shall be submitted to the Building Division which stipulates the "excavated site" meets all of the building design requirements to support the proposed structure as required by State Building Code. **ORSC R401.4**

### UTILITIES

7. Each parcel must be served by its own sewer, water, and other utilities. Easements or covenants that run with the land must be provided between the parcels where utility lines cross property lines, for vehicle parking and access, and to allow Fire Department access.

### DRAINAGE

8. Provide a complete drainage plan for all hard surface drainage areas. Shape the lot to facilitate surface, gutter, and under-floor drainage to the street or an approved system.

### NEW PROPERTY LINES

9. New property lines will not be approved to run through existing buildings. The buildings must be moved, removed or new lines established to meet the most restrictive Zoning and Building requirements. **ORSC Table R302.1** requires a minimum 3' to a property line.



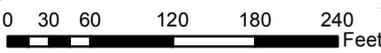
## Location Map: 2749 Crocker Lane NW (SD-02-16)



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N





0   30   60   120   180   240 Feet

August 5, 2016
Planning Division
City of Albany - 333 Broadalbin St. SW, Albany, Oregon 97321 (541) 917- 7550

TENTATIVE SUBDIVISION PLAT  
FOR  
**MACHUGH SUBDIVISION**  
A SUBDIVISION

LOCATED IN  
TAX LOT 1100, MAP 10425CA  
LOCATED IN THE  
SW 1/4 SEC. 25, T. 10 S., R. 04 W., W.M.  
IN THE  
CITY OF ALBANY, BENTON COUNTY, OREGON

OWNER / APPLICANT:

WILLIAM + AIMEE MACHUGH  
3310 CROCKER LANE NW  
ALBANY, OR 97321

TAX LOT 1100 [MAP 105-04W-25CA]  
1.39 ACRES

ENGINEER:

GRANT BEEM, P.E.  
K+D ENGINEERING, INC.  
P.O. BOX 725  
ALBANY, OR 97321

ZONING:

R5-10 RESIDENTIAL SINGLE FAMILY (5 UNITS PER ACRE)

LOT STATISTICS:

TOTAL PROJECT AREA: 60,671 S.F.

RIGHT-OF-WAY DEDICATION: NONE

NET AREA: 60,671 S.F.

TOTAL NUMBER OF LOTS: 6

AVERAGE LOT SIZE: 10,111 S.F.

MINIMUM LOT SIZE: 8,051 S.F.

MAXIMUM LOT SIZE: 10,862 S.F.

LEGEND:

(E) EXISTING OR EAST

FH FIRE HYDRANT

MH MANHOLE

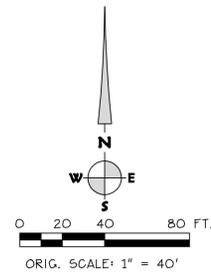
PUE PUBLIC UTILITY EASEMENT

SD STORM DRAIN

S.A. SQUARE FEET

SS SANITARY SEWER

TBR TO BE REMOVED



TUSCANY ESTATES LLC  
1100 LIBERTY ST SE, SUITE 3  
SALEM, OR 97302  
TAX LOT: 05400  
MAP: 1054W25CA  
NOTE: THERE IS A FRANCHISE  
UTILITY EASEMENT OVER ALL  
OF THIS TRACT.

PROPOSED 10.00' WIDE PUE

PROPOSED 5.00' WIDE  
SLOPE EASEMENT

PROPOSED 5.00' WIDE  
SIDEWALK EASEMENT

MBBH DEVELOPMENT LLC C/O  
CARY STEVENS  
123 NW 7TH STREET  
CORVALLIS, OR 97330  
TAX LOT: 1400  
MAP: 1054W25

Date: 7/25/2016 Time: 11:11  
Scale: 1=40(FS)  
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**K & D ENGINEERING, INC.**

276 N.W. HICKORY STREET  
P.O. BOX 725  
ALBANY, OREGON 97321  
(541) 928-2583

MACHUGH  
SUBDIVISION

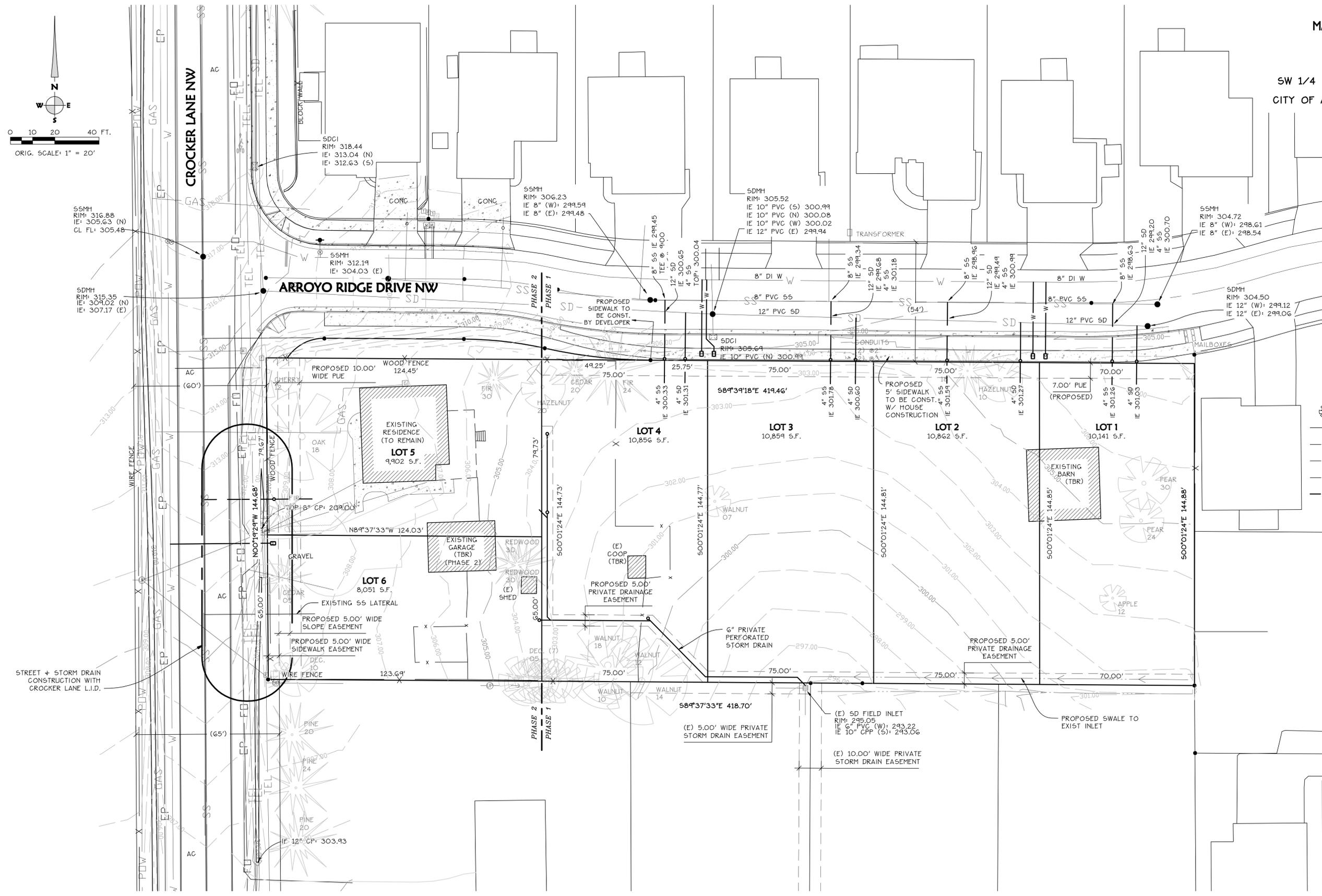
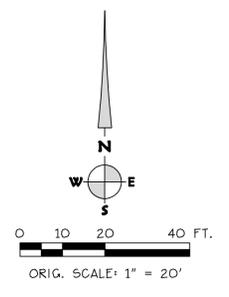
CITY OF ALBANY, BENTON COUNTY, OREGON

**TENTATIVE SUBDIVISION PLAT**

HORIZ. SCALE: 1" = 40'
VERT. SCALE:
DSGN BY: GMB
DRWN BY: GSG
CHKD BY: GMB
PROJECT No.: 16-89

SHEET No.	1
OF	2

TENTATIVE SUBDIVISION PLAT  
FOR  
**MACHUGH SUBDIVISION**  
A SUBDIVISION  
LOCATED IN  
TAX LOT 1100, MAP 10425CA  
LOCATED IN THE  
SW 1/4 SEC. 25, T. 10 S., R. 04 W., W.M.  
IN THE  
CITY OF ALBANY, BENTON COUNTY, OREGON



- LEGEND:**
- EXISTING MANHOLE
  - ◆ EXISTING FIRE HYDRANT
  - PROPOSED/EXISTING WATER SERVICE
  - ☼ EXISTING TREE - TYPE/DIAMETER INCHES
  - X — EXISTING FENCE
  - SD — EXISTING STORM DRAIN
  - SS — EXISTING SEWER MAIN
  - W — EXISTING WATER MAIN
  - W — PROPOSED UTILITY (W, SS, SD)

- ABBREVIATIONS:**
- AC ASPHALT CONCRETE
  - CONC CONCRETE
  - DI DUCTILE IRON
  - (E) EXISTING OR EAST
  - EP EDGE OF PAVEMENT
  - IE INVERT ELEVATION
  - FO FIBER OPTIC
  - GAS NATURAL GAS
  - MH MANHOLE
  - POW POWER
  - PUE PUBLIC UTILITY EASEMENT
  - SD STORM DRAIN
  - S.A. SQUARE FEET
  - SS SANITARY SEWER
  - TBR TO BE REMOVED
  - TEL TELEPHONE
  - W WATER

**NOTE:**  
ROOF AND D/W DRAINAGE FOR LOTS 1 THRU 4 SHALL CONNECT TO STORM LATERALS FROM ARROYO RIDGE DR.

Date: 7/25/2016 Time: 11:11  
Scale: 1=40'(PS)  
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MACHUGH  
SUBDIVISION  
CITY OF ALBANY, BENTON COUNTY, OREGON

**TENTATIVE SUBDIVISION PLAT  
PROP. UTILITIES & EXIST. CONDITIONS**

HORZ. SCALE: 1" = 20'  
VERT. SCALE:  
SIGN DATE:  
DSGN BY: GMB  
DRWN BY: GSG  
CHKD BY: GMB  
PROJECT No.: 16-89

SHEET No.  
**2**  
OF  
**2**