



Planning and Zoning
Department of Transportation and Development
 Development Services Building
 150 Beaver Creek Road | Oregon City, OR 97045
 503-742-4500 | zoninginfo@clackamas.us
 www.clackamas.us/planning

STAFF USE ONLY	
Staff Initials:	File Number:

Land use application for:

WATER QUALITY RESOURCE AREA BOUNDARY VERIFICATION

Application Fee: \$785

APPLICANT INFORMATION			
Applicant name:	Applicant email:	Applicant phone:	
Applicant mailing address:	City:	State:	ZIP:
Contact person name (if other than applicant):	Contact person email:	Contact person phone:	
Contact person mailing address:	City:	State:	ZIP:

PROPOSAL
Brief description of proposal:

SITE INFORMATION		
Site address:	Comprehensive Plan designation:	Zoning district:
Map and tax lot #:	Land area:	
<i>Township: _____ Range: _____ Section: _____ Tax Lot: _____</i>		
<i>Township: _____ Range: _____ Section: _____ Tax Lot: _____</i>		
<i>Township: _____ Range: _____ Section: _____ Tax Lot: _____</i>		
Adjacent properties under same ownership:		
<i>Township: _____ Range: _____ Section: _____ Tax Lot: _____</i>		
<i>Township: _____ Range: _____ Section: _____ Tax Lot: _____</i>		

Printed names of all property owners:	Signatures of all property owners:	Date(s):
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<i>I hereby certify that the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.</i>	
Applicant signature:	Date:

A. Review applicable land use rules:

This application is subject to the provisions of [Section 709, Water Quality Resource Area District \(WQRAD\)](#) of the [Clackamas County Zoning and Development Ordinance](#) (ZDO).

It is also subject to the ZDO's definitions, procedures, and other general provisions, as well as to the specific rules of the subject property's zoning district and applicable development standards, as outlined in the ZDO.

B. Turn in all of the following:

- Complete application form:** Respond to all the questions and requests in this application, and make sure all owners of the subject property sign the first page of this application. Applications without the signatures of *all* property owners are incomplete.
- Application fee:** The cost of this application is **\$785**. Payment can be made by cash, by check payable to "Clackamas County", or by credit/debit card with an additional card processing fee using the [Credit Card Authorization Form](#) available from the Planning and Zoning website. Payment is due when the application is submitted. Refer to the FAQs at the end of this form and to the adopted [Fee Schedules](#) for refund policies
- Site plan:** Provide a site plan (also called a plot plan) drawn at a scale of no less than one inch equaling 20 feet. The site plan shall show all of the following:
 - Location of the proposed development and the lot lines of the property on which development is proposed;
 - Location of the protected water resource. If the protected water resource is a wetland, the delineation shall be made by a qualified wetlands specialist pursuant to the Division of State Lands' recommended wetlands delineation process. For all other protected water resources, the location shall be established by a registered professional engineer or surveyor licensed by the State of Oregon; and
 - Location of the WQRA, including slope and drainage information sufficient to classify the protected water resource under [ZDO Table 709-1](#).

C. Describe any proposed development:

If your proposal includes development, describe in the box below all of the proposed development, including any grading, filling, vegetation removal, utility improvements, and the installation/construction of any roads, wells, driveways, fences, septic systems, dwellings, and accessory structures. Attach additional pages, if necessary.

D. Address with supporting plans and narrative:

Through a combination of attached plans, a written narrative, and other supporting evidence as necessary, address all of the applicable standards of ZDO Subsection 709.02 (only those standards that apply specifically to the proposal need to be addressed). Demonstrate whether the protected water resource falls under Subsection 709.02(B), (C), or (D), and then calculate and apply the minimum width of the vegetated corridor pursuant to Subsection 709.02(E) and Table 709-1.

FAQs

When is a WQRA Boundary Verification permit required?

The County's Zoning and Development Ordinance (ZDO) requires a Water Quality Resource Area (WQRA) Boundary Verification permit for:

- Development within the Water Quality Resource Area District (WQRAD), defined in ZDO [Subsection 709.02](#);
- A lot/parcel that is in the WQRAD, and is the subject of a partition, subdivision, or any other land use application that would authorize new development on the subject lot/parcel; and for
- Formal determination of the location of a WQRA boundary.

What is the permit application process?

WQRA Boundary Verification permits are subject to a "Type II" land use application process, as provided for in [Section 1307](#) of the ZDO (unless the application is filed concurrently with another land use application that requires review as a Type II application). Type II decisions include notice to owners of nearby land, the Community Planning Organization (if active), service providers (sewer, water, fire, etc.), and affected government agencies. If the application is approved, the applicant must comply with any conditions of approval identified in the decision. The Planning Director's decision can be appealed to the County Land Use Hearings Officer.

What is needed for the County to approve a land use permit?

WQRA Boundary Verifications *may* be permitted after an evaluation by the County of applicable standards of the ZDO. The applicant is responsible for providing evidence that their proposal does or can meet those standards. In order to address the standards, the information requested in this application should be as thorough and complete as possible. A permit will only be approved or denied after a complete application is received and reviewed. The County approves an application only if it finds that the proposal meets the standards or can meet the standards with conditions.

How long will it take the County to make a decision about an application?

The County makes every effort to issue a decision on a Type II land use application within 45 days of when we deem the application to be complete. State law generally requires a final County decision on a land use permit application in an urban area within 120 days of the application being deemed complete, and within 150 days for a land use permit in a rural area, although there are some exceptions.

If an application is submitted and then withdrawn, will a refund be given?

If a submitted Type II application is withdrawn before it is publicly noticed, 75% of the application fee paid, or the fee paid minus \$250, whichever is less, will be refunded. If a submitted application is withdrawn after it is publicly noticed, but before a decision is issued, 50% of the application fee paid, or the fee paid minus \$500, whichever is less, will be refunded. No refund will be given after a decision is issued.

Who can help answer additional questions?

For questions about the County's land use permit requirements and this application form, contact Planning and Zoning at **503-742-4500** or zoninginfo@clackamas.us. You can also find information online at the Planning and Zoning website: www.clackamas.us/planning.

Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at 503-742-4545 or drenhard@clackamas.us.

503-742-4545: ¿Traducción e interpretación? | Требуется ли вам устный или письменный перевод?

翻译或口译? | Cần Biên dịch hoặc Phiên dịch? | 번역 또는 통역?