



REPLACEMENT DWELLING INFORMATION

In order to process a building permit for the replacement of an existing dwelling, the Planning and Zoning Division requires the following:

1. Replacement Dwelling Agreement (see attached).
2. Plot plan of the subject property showing the locations of the existing and proposed dwellings, as well as other improvements (e.g., accessory structures, driveways). A sample plot plan is attached.
3. If the subject property is zoned EFU*, TBR or AG/F, photos showing:
 - Outside of the existing dwelling from all sides
 - Interior kitchen sink
 - Interior toilet
 - Interior bathing facility
 - Septic system hookup
 - Electrical box
 - Light switch and light
 - Heating system
4. If the subject property is zoned EFU*, TBR or AG/F, property assessment information from the county assessor's office (see attached examples).

Please note that these are the minimum requirements. In certain cases, staff may advise you of the need for additional materials.

**In most cases, a replacement dwelling in an EFU zone requires approval of a land use application rather than completion of the Replacement Dwelling Agreement process. If the subject property is in an EFU zone, please contact Planning and Zoning staff to confirm that you are following the correct process.*

(For Staff Use Only)

- In the Accela building permit record, enter "replacement dwelling" in the Comments field in the Planning Review Workflow .
- If not already in digital format, scan all materials (RDA, plot plan, photographs, assessment information)
- In the Accela building permit record, attach the completed RDA under Documents.
- Email the completed RDA to the customer.
- Email all materials to jfields@clackamas.us to be saved in the digital property history files.

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REPLACEMENT DWELLING
AGREEMENT

Map and Tax Lot #: T _____ S, R _____, Section _____ Tax Lot _____

Site address: _____

I understand the proposed new dwelling on the above referenced property is authorized only as a replacement for an existing dwelling. I agree not to use this existing dwelling for residential purposes after the new dwelling is occupied. I also agree to abide by conditions listed below. By my signature below, I state that I have read, understand, and agree to the terms of this agreement.

Printed Name of Property Owner: _____

Signature of Property Owner: _____ Date: _____

Conditions:

- 1. The existing dwelling will not be used for residential purposes once the new dwelling is occupied.
2. The dwelling being replaced will be removed, demolished or converted to an accessory structure allowed under the zoning code within 3 months of the occupancy of the new dwelling. (Allowed accessory structures vary by zone but may include a garage or storage building.)
3. Demolition or conversion of the existing dwelling to an accessory structure may require a permit from the Building Codes Division. It may be possible to change a manufactured dwelling to an accessory structure; however, the process can be complex and requires approval by the Building Codes Division and return of the manufactured dwelling seal to the State of Oregon.

Removal or conversion of the existing dwelling will be verified in the field by staff. Failure to remove or lawfully convert the existing dwelling to an accessory structure is a violation of the Zoning and Development Ordinance and may result in Code Enforcement action.

(For Planning Staff Use Only)

Staff initials _____ Date received _____

Building or manufactured dwelling permit no. _____

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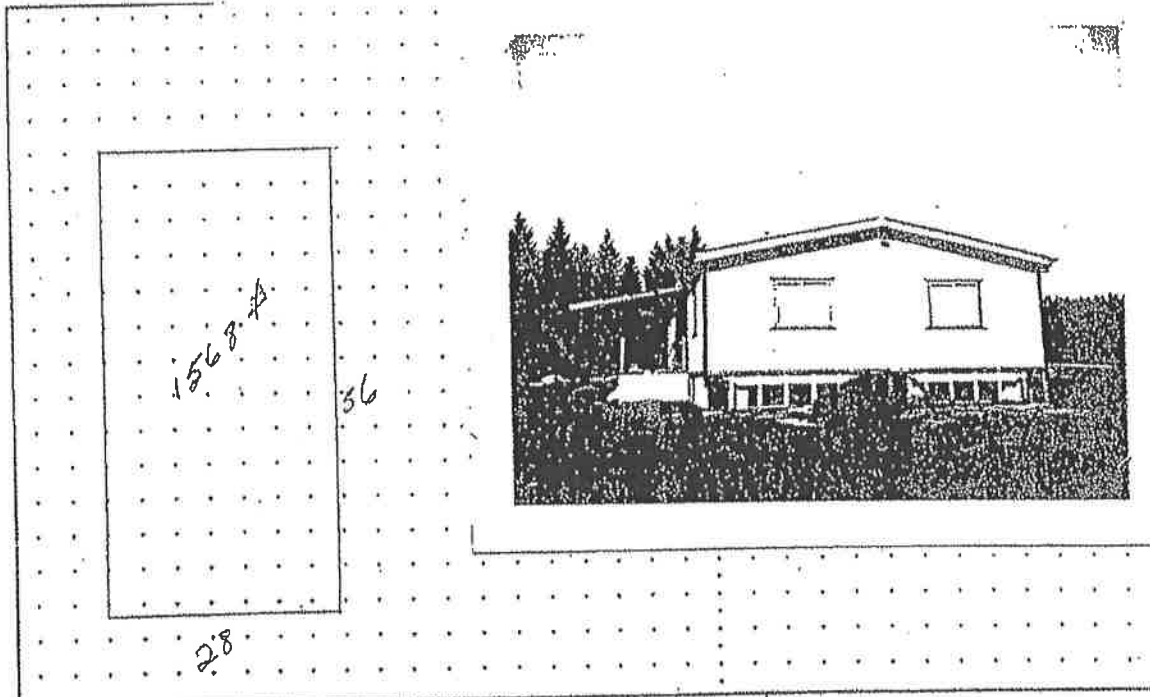
12969 S. LYARUS RD

Current unit to be replaced

BUILT	19 <u>84</u>	CONDY \$	RENT \$
REMODELED	19	COST \$	
SOLD	19	AMT. \$	V. <input type="checkbox"/> H. <input type="checkbox"/>
SOLD	19	AMT. \$	
SOLD	19	AMT. \$	
SOLD	19	AMT. \$	
INTERIOR INSPECTED	YEAR <u>98</u>		
	YES <u>02/1</u>		
	NO		

APPR.	DATE	DWELLING UNITS	UNIT AREA	TOTAL AREA	STORIES
<u>RMP</u>	<u>2/19/88</u>	<u>1</u> <u>2</u> <u>3</u> <u>4</u>	SQ. FT.	<u>1568</u> SQ. FT.	<u>1</u> <u>1 1/2</u> <u>2</u>
		FOUNDATION	CONC BLK BRICK STONE FRAME WD BLK		
		EXTERIOR	DBL SGL BOX SIDING: REVEL RUSTIC VERT BRK SHAKE: WD ASD COMPO SHGL STUCCO BRICK: VEN SOLID 1 1/2 STY STONE CONC BLK: PT MUR'D ST		
		ROOF	GAB HIP FLAT PITCH: LOW <u>AVG</u> STEEP SHINGLES: WD <u>COMPO</u> ALUM SHAKES: LT MED HVT BUILT-UP A. RFG. BAR TILE EXP SM		
ZONING					
RESIDENTIAL		1ST FLOOR	DBL SGL PLY WD H. WD FIR CONC TILE CARPET <u>LINO</u>		
MULTI-FAMILY			RMS.: LIV DIN KITCH UTIL HALL <u>2</u> BATH <u>3</u> BR DEN		
COMMERCIAL		PARTITIONS	PLASTER DRYWALL COMPO' CLDRPA T&G PLYWOOD		
INDUSTRIAL			TRIM: FIR H. WD PANELING:		
		OTHER INTERIOR CONET.	CLASS: BUILT-INS: FIR H. WD METAL CAB TOPS: PLASTIC LINO APPLIANCES: ELECT GAS OVEN RANGE DISHWASHER HOOD FAN QUALI P. A. G.		
		LIGHTING	CLASS: LOW VOLT INTERCOM		
AREA IMPROVEMENTS					
SIDEWALKS	<u>2</u>	PLUMBING	CLASS: LAVATORY BATH SHOWER SINK		<u>2</u> FULL
CURBS	<u>0</u>		WATER ONLY TOILET SHOWER BDR LAUNDRY FAC		<u>1</u> BA
STREET	<u>1</u>		BATHUR WATER HEATER		
WATER	<u>W</u>	HEATING	CLASS: FURNACE: FA GRAY FL W OIL GAS HARD FUEL ELEC: W UNITS BASEDD GL PANEL CABLE: CLR FL H.W.: BASEDD CONVEC RAD: FL		
SEWERS	<u>S</u>		STOVE CHIMNEY TOTAL AREA HEATED: SQ. FT.		
ELECTRICITY	<u>W</u>	FIREPLACE	CLASS: <u>1</u> STY <u>2</u> STY <u>3</u> STY EXD STKD CIR NO V		
			HOME FULL <u>1</u> <u>1</u> <u>1</u> UNFIN		PLAIN ELAB.
		BASEMENT	CLASS: WALLS: CONC BLK FI		DAYLIGHT:
SITE CHARACTERISTICS			WALLS: CVD: FUR'D SL*		LL COMP PLYWOOD
TOPOGRAPHY			RMS: PLAY P*		CONC LINO
VIEW	<u>3</u>	ATTIC OR UPPER STORIES	CLASS:		SQ. FT.
					COMP CLDR P
					SUBFLOOR ONLY
					SQ. FT.
REMARKS					

EXAMPLE ASSESSOR INSPECTION SHEET



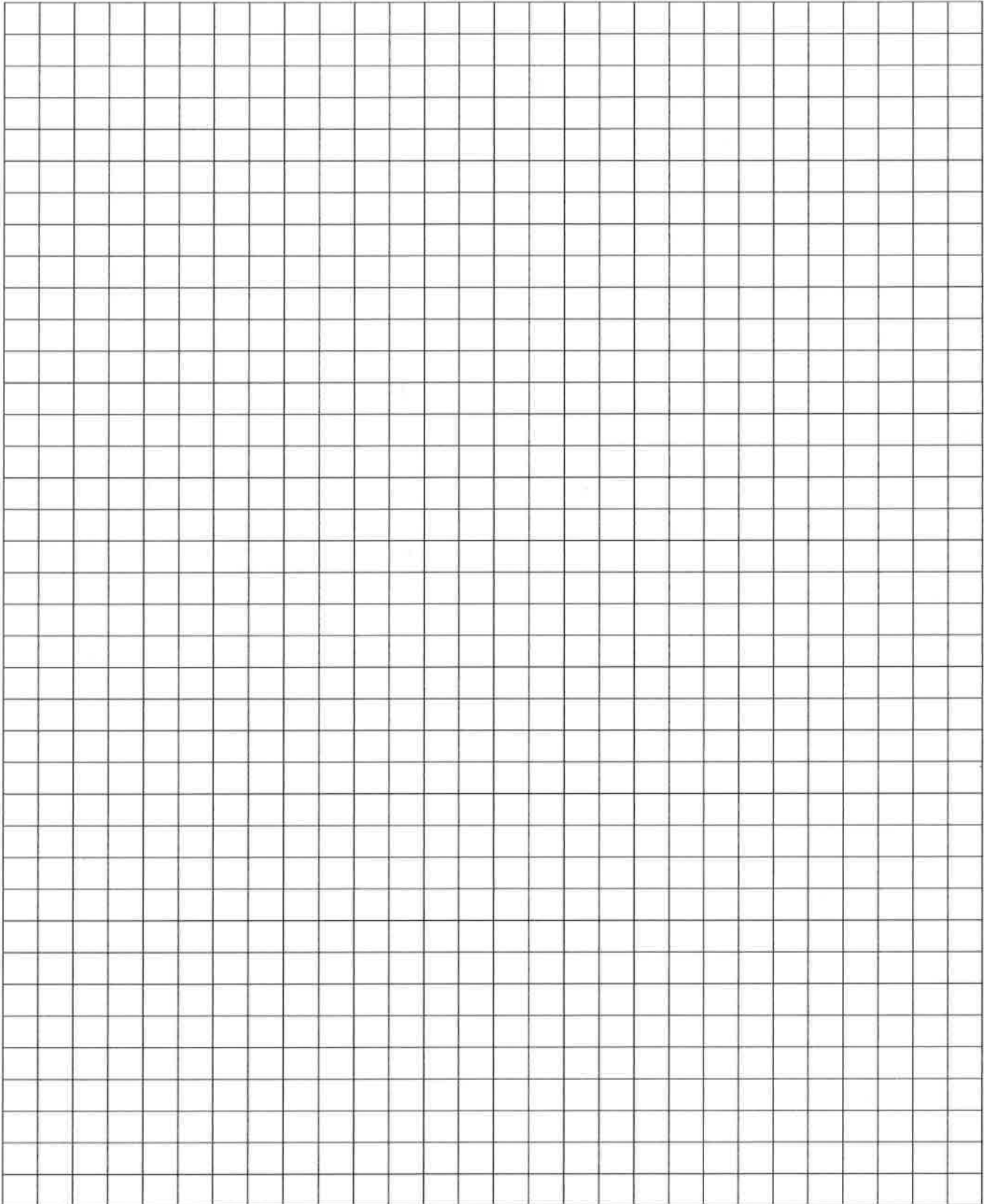
GARAGE AND OUTBUILDINGS						LAND DESCRIPTION				
GARAGE ATT. DET. BSMT. 1/4 1/3 1/2 3/4 SLT.	DESCRIPTION				DIMEN- SIONS	SQ. FT. AREA	NO.	SOIL TYPE	LAND CLASS	DIMENSIONS OR ACRES
	FOUND	FLOOR	ROOF	WALLS						
1	CANOPY		3/2nd		10 x 20					
2										
3	CP	POST.	D	Cab	INTL	INTL				
4	CP	FL	D	Cab						
5										
6							7			
7							8			
8							9			
INCREMENTS TO LA							TOTAL ACRES 0			
							APPRAISER	DATE	/ /	
							APPRAISER	DATE	/ /	
							APPRAISER	DATE	/ /	
							APPRAISER	DATE	/ /	

EXAMPLE
ASSESSOR PHOTO

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PLOT PLAN

Township _____ Range _____ Section _____ Tax Lot _____
Address _____



Building Permit or Building Permit Application Number: _____



CLACKAMAS COUNTY DEPARTMENT OF TRANSPORTATION & DEVELOPMENT PLOT PLAN REQUIREMENTS

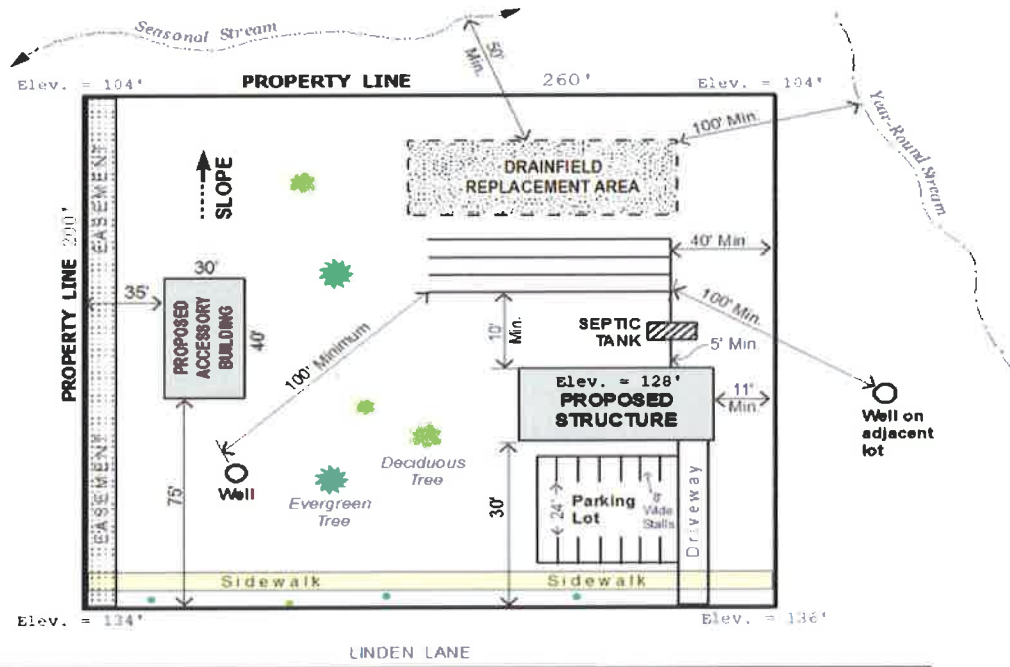
As part of your application for a building permit, you must submit a plot plan of your proposed development. This plan must show all of the items listed below (where relevant). You may use the reverse side of this form for your plan.

ITEMS THAT MUST BE ON THE PLOT PLAN:

At a minimum, the site plan should provide information on the following items:

- Existing and proposed lot lines, lot or parcel numbers, and acreage/square footage of lots.
- Dimensions of all illustrated features (i.e. all structures, septic systems, driveways, roads, etc.)
- Significant natural features (slopes greater than 20%, geologic hazards, wetlands, drainage ways, rivers, streams, and the general location of existing trees, etc.).
- Existing easements (access, storm drainage, utility, etc.).
- Existing and proposed (structures, outbuildings, septic, etc.) on site and on adjoining properties.
- Existing and proposed road locations including widths, curbs, and sidewalks.
- Existing and proposed driveway approach locations on site, existing driveway approaches on adjoining properties on the same side of the street, and existing driveway approaches across the street from the site.
- Contiguous properties under the same ownership.
- General predevelopment topographical information (minimum 10' contour intervals).
- Location of utilities.
- If redevelopment is viable in the future, a redevelopment plan should be included.
- Preliminary site utility plan.

SAMPLE PLOT PLAN



Scale:
1" = XY.Z'

Section _____ T _____ R _____ Tax lot # _____
 Name _____
 Address _____