



# NATURAL RESOURCE OVERLAY DISTRICT

OCMC 17.49

## APPLICATION CHECKLIST TYPE II NROD VERIFICATION



The application will not be deemed complete without all of the requirements proceeding.

1. \_\_\_\_\_ **Complete Land Use Application Form**  
List all applicable concurrent permit requests on the application form (e.g. Partition, Subdivision, Site Plan and Design Review)
2. \_\_\_\_\_ **Narrative**  
A complete and detailed narrative description of the proposed development that describes existing site conditions, existing buildings, public facilities and services, presence of streams, creeks wetlands, steep slopes and other natural features.
3. \_\_\_\_\_ **Code Criteria**  
A narrative explaining all aspects of the proposal in detail and addressing each of the criteria listed in Chapter 17.49, 17.50 and any other applicable section of the Oregon City Municipal Code.
4. \_\_\_\_\_ **Site Plans**  
Site plans showing the following required items shall be part of the application:
  - \_\_\_\_\_ **A. For the entire subject property (NROD and non-NROD areas):**
    - The NROD district boundary. This may be scaled in relation to property lines from the NROD Map;
    - 100-year floodplain and floodway boundary (if determined by FEMA)
    - Creeks and other waterbodies.
    - Any wetlands, with the boundary of the wetland determined in a wetlands delineation report prepared by a professional wetland specialist and following the Oregon Division of State Lands wetlands delineation procedures.
    - Topography shown by contour lines of two or one foot intervals for slopes less than fifteen percent and by ten-foot intervals for slopes fifteen percent or greater
    - Existing improvements such as structures or buildings, utility lines, fences, driveways, parking areas, etc.
    - Extent of the required Vegetated Corridor required by Table 17.49.110.
  - NA \_\_\_\_\_ **B. Within the NROD area of the subject property:**
    - The distribution outline of shrubs and ground covers, with a list of most abundant species.
    - Trees six inches or greater in diameter, identified by species. When trees are located in clusters they may be described by the approximate number of trees, the diameter range, and a listing of dominant species;
    - An outline of the disturbance area that identifies the vegetation that will be removed. All trees to be removed with a diameter of six inches or greater shall be specifically identified as to number, trunk diameters and species;
    - If grading will occur within the NROD, a grading plan showing the proposed alteration of the ground at two-foot vertical contours in areas of slopes less than fifteen percent and at five-foot vertical contours of slopes fifteen percent or greater.

5. **NA** **Construction Management Plan:**
  - Location of site access and egress that construction equipment will use;
  - Equipment and material staging and stockpile areas;
  - Erosion control measures that conform to City of Oregon City erosion control standards;
  - Measures to protect trees and other vegetation located outside the disturbance area.
  
6. **NA** **Mitigation Site Plan demonstrating compliance with Section 17.49.180 or 17.49.190, including:**
  - Dams, weirs or other in-water features;
  - Distribution, species composition, and percent cover of ground covers to be planted or seeded;
  - Distribution, species composition, size, and spacing of shrubs to be planted;
  - Location, species and size of each tree to be planted;
  - Stormwater management features, including retention, infiltration, detention, discharges and outfalls;
  - Water bodies or wetlands to be created, including depth;
  - Water sources to be used for irrigation of plantings or for a water source for a proposed wetland.
  
7. **NA** **Mitigation plan report**

The mitigation plan report shall be prepared by an environmental professional with experience and academic credentials in one or more natural resource areas such as ecology, wildlife biology, botany, hydrology or forestry. The mitigation plan report shall, at a minimum, discuss:

  - Written responses to OCMC 17.49.180 or 17.49.190
  - A description of the resources and functional values to be restored, created, or enhanced
  - Documentation of coordination with appropriate local, regional, state and federal agencies such as the Oregon Department of State Lands (DSL) and the United States Army Corps of Engineers (USACE);
  - Construction timetables;
  - Monitoring and Maintenance practices pursuant to Section 17.49.230 and a
  - Contingency plan for undertaking remedial actions that might be needed to correct unsuccessful mitigation actions during the first five years of the mitigation area establishment.
  
8. \_\_\_\_\_ **Pre-Application Conference Summary Sheet**
  
9. \_\_\_\_\_ **Additional Information or Reports (If Required in Pre-Application Conference)**
  
10. **NA** **Sheet Summary of the Meeting with the Applicable Neighborhood Association**
  
11. **NA** **A Current Preliminary Title Report for the Subject Property(ies)**
  
12. \_\_\_\_\_ **Mailing Labels for Owners Within 300 Feet of the Subject Site**
  - The names and addresses of property owners within 300 feet of the site indicated on the most recent property tax rolls. City can provide for \$\_\_\_\_\_.
  
13. \_\_\_\_\_ **Copies**
  - three (3) copies of all information, reports, and drawings (full-sized and 8.5" by 11") pertaining to this application.
  
14. \_\_\_\_\_ **Electronic Version of All Application Materials**
  
15. \_\_\_\_\_ **All Required Application Fees**