

Planning & Development Services Review for Accessory Structures

Please complete this packet prior to submittal of building permits and attach a site plan drawn to scale. If any section of the application is incomplete, the application will be returned.

Planning Division (P) Approval By: _____

Date: _____

Development Services (DS) Approval By: _____

Date: _____

Please refer to the dimensional standards of the zoning designation in Title 17 of the Oregon City Municipal Code as well as the Residential Design and Landscaping standards in Chapter 17.20.

Applicant: _____

Phone: _____ Email Address: _____

Site Address or Clackamas County Map and Tax Lot: _____

Summary of Proposed Construction: _____

1. Applicable Overlay Zones, Plans or Fees

Please identify all overlay districts identified on your [Property Zoning Report](#). If any of the items below are marked, additional review may be needed. Contact the Planning Division (P) or Building Division (B) at 503.722.3789, or Development Services Division (DS) at 657.0891 for additional processes, fees and restrictions.

- | | | |
|---|--|---|
| <input type="checkbox"/> Individually Designated Historic Structure (P) | <input type="checkbox"/> Historic Overlay District (P) | <input type="checkbox"/> Barlow Trail Corridor (P) |
| <input type="checkbox"/> Willamette River Greenway Overlay District (P) | <input type="checkbox"/> Flood Management Overlay (B) | <input type="checkbox"/> Natural Resources Overlay District (P) |
| <input type="checkbox"/> High Water Table (DS) | <input type="checkbox"/> Sewer Moratorium Area (DS) | <input type="checkbox"/> Geologic Hazards Overlay District (DS) |
| <input type="checkbox"/> None | | |

Staff Only

 No Additional Review Required? Yes No Initial _____

2. Structure Size

Accessory structures may be no larger than 800 square feet. Contact the Planning Division at 503.722.3789 or review OCMC 17.54.010 for additional information.

Footprint of the proposed structure (square feet): _____

Total size of the proposed structure (square feet): _____

Staff Only

 Size Approved? Yes No Initial _____

3. Building Footprints Over 600 Square Feet

Contact the Planning Division at 503.722.3789 or review OCMC 17.54.010 for additional information.

- | | | |
|---|--|-----------------------------|
| Is the footprint no larger than 800 square feet? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the lot in excess of 20,000 square feet? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the footprint of the accessory structure exceed the footprint of the home? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Footprint of the home (square feet) _____ | Footprint of Accessory Structure _____ | |
| Does the height of the structure exceed the height of the home? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Height of the home _____

Height of Accessory Structure _____

Not Applicable, accessory structure footprint is less than 600 square feet.

<i>Staff Only</i>		
Approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No Initial _____

4. Prohibited Structures

The structures listed below are prohibited. Contact the Planning Division at 503.722.3789 or review OCMC 17.54.010.B.4 for additional information.

Does the proposal include a cargo container, membrane structure, or fabric covered area as defined below?

- Not applicable: Cargo containers, membrane or fabric covered areas visible from the right-of-way, or metal structures within a historic district are not being proposed.
- Cargo container as defined in OCMC 17.04.177



Membrane or fabric covered storage area, as defined in OCMC 17.04.743, if visible from the adjacent right-of-way



A metal structure within the McLoughlin Conservation District, the Canemah National Historic District, or on an individually designated historic property



<i>Staff Only</i>		
Materials Approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No Initial _____

5. Building Height and Setbacks

Identify the building height and the setbacks (distance between the proposed foundation/support and the property line). The minimum distances may be found in the table below. Provide the associated building and site plans with all of the dimensions below.

Zoning Designation: _____

Building Height: _____

Proposed Interior side Setback: _____

Proposed Corner Side Setback: _____

Proposed Rear Setback: _____

Do any chimneys or roof eaves project into setback area? If so, describe: _____

The table below contains base zone setbacks. If the accessory structure is 600 square feet or less in area and 17 feet or less in height, the setbacks may be reduced to 3 feet from the rear and side property lines. Please check your property plat or title for easements that may increase the distance that is needed between your property lines and any structure. Easements can also be found on OCWebMaps.

Standard	R-10	R-8	R-6	R-5	R-3.5
Maximum height	35 ft.				
Minimum front yard setback	20 ft.	15 ft.	10 ft.	10 ft.	5 ft.
Minimum front porch setback	15 ft.	10 ft.	5 ft.	5 ft.	0 ft.
Minimum interior side yard setback	8 ft.	7 ft.	5 ft.	5 ft.	5 ft.
Minimum corner side yard setback	10 ft.	10 ft.	10 ft.	7 ft.	7 ft.
Minimum rear yard setback	20 ft.				
Minimum rear porch setback	15 ft.				
Minimum Garage setback	20 ft.				
Minimum Garage setback (alley)	5 ft.				

Staff Only

Building Height and Setbacks Met? Yes No Not Applicable Initial _____

6. Plat Restrictions

Identify the size and location of all restrictions on your plat below and on the site plan. Plats may be obtained on OCMAP. Contact Development Services Department at 503.496.1560 for additional information.

Easements (PUE, SSE, etc.): _____

Non-Vehicular Accessways (NVA): _____

Other Restrictions: _____

Not Applicable

Staff Only

Plat Restrictions Approved? Yes No Not Required Initial _____

7. Stormwater

New projects may require stormwater improvements. Contact Development Services Department at 503.496.1560 for additional information. Stormwater flow control and/or water quality requirements exist for projects that:

Creates 5,000 square feet of new or replaced impervious surface

Creates 500 square feet of new impervious surface (in the NROD overlay)

Creates 1,000 square feet of new or replaced impervious surface and is a commercial use.

1. Square footage of all new or replaced impervious surface (asphalt, concrete, buildings, structures) _____

2. Does the proposal use fuel dispensing, major material storage, a washing facility, heavy chemical use, or has land with known contamination? Yes No

Staff Only

Stormwater Approved? Yes No Initial _____

8. Grading

The placement or removal of fill on a property may require additional review and permits. Contact Development Services Department at 503.496.1560 for additional information.

Are you moving or placing more than 6" of fill below the building footprint? Yes No
 If yes, a geotechnical report is required approving the fill placement from the Development Services Department.
 Do you have an approved geotechnical report? Yes No

Are you moving or placing 10 or more cubic yards of fill onsite? Yes No
 If yes, a grading permit is required from the Development Services Department.
 Do you have an approved grading permit? Yes No

Staff Only			
Fill Approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Required Initial _____

9. Lot Coverage

Structures 200 square feet or greater (excluding decks, covered and uncovered porches and eave overhangs) are limited.
 Contact the Planning Division at 503.722.3789 or review OCMC Title 17 for additional information.

R-10, R-8 and R-6 Dwelling Districts: 40% Maximum Lot Coverage

R-5 Dwelling District: 50% Maximum Lot Coverage

R-3.5 Dwelling District: 55% Maximum Lot Coverage

1. Square footage of all existing building footprints over 200 square feet (see exclusions above)..... _____
 2. Square footage of all proposed building footprints over 200 square feet (see exclusions above)..... _____
 3. Total square footage of all building footprints over 200 square feet (line 1+2)..... _____
 4. Total square footage of property _____
 5. Line 3 divided by line 4 and multiplied by 100..... _____
- Not Applicable

Staff Only			
Lot Coverage Approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Initial _____

10. Home Design Elements

Does the proposal include construction of a new garage? Yes No

Does the proposal include construction of a new carport? Yes No

Does the proposal include expansion of an existing garage or carport? Yes No

If you answered yes to any of the questions in this section, please complete this Section– Home Design Elements. If you answered no to all three questions in this section, you have completed the packet. Contact the Planning Division at 503.722.3789 or review OCMC 17.14 for additional information.

1. _____ Dormers.
2. _____ Gable roof or Hip roof.
3. _____ Building face with 2 or more offsets of ≥ 16 inches. Number of offsets _____
4. _____ Roof overhang of ≥ 16 inches. Size of roof overhang _____
5. _____ Entry recessed ≥ 2 feet behind the front façade and ≥ 8 feet wide.
Distance entry recessed from the front façade _____ Width of entry _____
6. _____ ≥ 60 square foot covered front porch that is ≥ 5 feet deep; or
 ≥ 40 square foot covered porch with railings that is ≥ 5 feet deep and elevated entirely ≥ 18 inches.
Total Size of porch _____ Total Depth _____ Elevation of porch _____
7. _____ Bay window that extends ≥ 12 inches outward from the main wall of a building. Extension of bay window _____
8. _____ Windows and main entrance doors that occupy $\geq 15\%$ of the lineal length of the home (not including the roof and excluding any windows in a garage door).
Length of Wall _____ Linear length of windows _____ (Window / Wall length) * 100 _____
9. _____ Window grids in all windows (excluding windows in the garage door or front door).
10. _____ ≥ 4 inch window trim. Width of trim _____
11. _____ **Worth 2 elements.** ≥ 4 inch window trim on all elevations of the house. Width of trim _____
12. _____ **Worth 2 elements.** Wood, clad wood, or fiberglass windows on all of the elevations.
13. _____ **Worth 2 elements.** Windows recessed ≥ 2 inches from the facade on all of the elevations.
14. _____ Front balcony that projects from the wall of the building and is enclosed by a railing or parapet.
15. _____ ≥ 60 square feet of shakes, shingles, brick, stone or other similar decorative materials.
Square footage of shakes, shingles, brick, stone or other similar decorative materials _____
16. _____ All garage doors are ≥ 9 feet in width or less.
17. _____ All garage doors wider than 9 feet are designed to resemble 2 smaller garage doors.
18. _____ ≥ 2 windows in each garage door.
19. _____ A third garage door is recessed a minimum of 2 feet from the living space.
20. _____ A window over the garage door that is ≥ 12 square feet with ≥ 4 inch window trim.
Square Footage of Window _____ Trim Size _____
21. _____ The living space of the dwelling is within 5 feet of the front yard setback.
22. _____ The driveway is composed entirely of pervious pavers or porous pavement.

<i>Staff Only</i>			
Home Design Elements Approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Applicable
	Initial _____		