



WASHINGTON COUNTY

Dept. of Land Use & Transportation
Planning and Development Services
Current Planning
155 N. 1st Avenue, #350-13
Hillsboro, OR 97124
Ph. (503) 846-8761 Fax (503) 846-2908
<http://www.co.washington.or.us>

Application Instructions for: Type I Replacement Dwelling in EFC

Standards for Type I Replacement Dwellings are found in CDC Section 428 and Section 430-8.1. Please review to ensure your request qualifies for the Type I Replacement Dwelling.

1. Submit three (3) of each of the following:

- A.** Completed **Type I Replacement Dwelling (EFC) Application** included in this packet, with date and original signature of the property owner(s).
- B.** An accurate **site plan** of the property showing the location of the existing and replacement dwelling. The plan shall show: 1) building setbacks; 2) property dimensions; 3) all structures on the property labeled with their use; 4) existing or proposed easements; 5) dimensions of the driveway; 6) dimensions of the access approach; 7) bodies of water; 8) delineation and identification of flood plain and/or drainage hazard areas; 9) delineation of significant natural resource areas; 10) wells and septic drain field systems and their distances from structures
- C.** Completed **Type I Replacement Dwelling (EFC) Supplemental Information** included in this packet.
- D.** Copy of Washington County's **Official Tax Map** that contains the subject property. Available either from Current Planning or online at: <http://washims.co.washington.or.us/InterMap/>
- E.** **Photos** showing intact exterior walls and roof structure
- F.** **Photos** of interior wiring for interior lights (photos of lights turned on in each room)
- G.** **Photo** of heating system (photos of furnace, baseboard heaters, wood-burning stove, etc.)
- H.** **Photos** of house front with address, as well as house rear and both house sides as they appear from the public right-of-way or access drive
- I.** **Photo** of kitchen sink with the water running from the faucet
- J.** **Photos** of toilet bowl/tank with water and bathing facilities with water running from the faucet
- K.** **Flood Plain/Drainage Hazard Area Alteration Application** if the replacement dwelling will be located in Flood Plain/Drainage Hazard Area
- L.** **Identified and labeled slopes of the property** where the replacement dwelling will be placed (shall be included on site plan)
- M.** **Identified and labeled PRIMARY and SECONDARY fire breaks** as well as any necessary fire break easements (shall be included on the site plan)

- N. Labeled distance, in feet, of the** existing dwelling and replacement dwelling from the public or private road (shall be included on the site plan)
- O. Fire Marshal Comments/Approval** if the driveway is or will be over 150 feet in length. The comments from the Fire Marshal must be: 1) on letterhead stating the driveway meets or can meet Fire District standards with improvements; or, 2) a site plan signed and/or stamped by the Fire Marshal.
- P. Labeled distance, in feet, of the proposed replacement dwelling from any flood plain, drainage hazard area and/or significant natural resource** (shall be included on the site plan)
- Q. If road access to the dwelling is by a road owned and maintained by a private party or by Oregon Department of Forestry or United States Bureau of Land Management or United States Forest Service, the applicant shall provide proof of a long-term road access use permit or agreement** (road shall be included on the site plan)

2. **Pay Fees:** Please refer to the current copy of the Current Planning fee schedule and remit required payment when submitting the application. Checks payable to: *Washington County*.

If you have any questions regarding the Washington County Community Development Code standards or application requirements for a Type I Replacement Dwelling (EFC), please contact **Current Planning at (503) 846-8761**.

NOTE: This application must be submitted, reviewed and approved BEFORE you are able to apply for a building permit. Once the application is approved, please contact Building Services at (503) 846-3470 for building permit information.



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CASEFILE #: _____
 (to be assigned by Washington County)

APPLICANT:
 COMPANY: _____
 CONTACT: _____
 ADDRESS: _____

PHONE: _____
 FAX: _____
 E-MAIL ADDRESS: _____

APPLICANT'S REPRESENTATIVE: *NOTE: The Applicant's Representative will be the primary contact for the County.*
 COMPANY: _____
 CONTACT: _____
 ADDRESS: _____

PHONE: _____
 FAX: _____
 E-MAIL ADDRESS: _____

OWNER(S): *(attach additional sheets if needed)*
 NAME: _____
 ADDRESS: _____

PHONE: _____
 FAX: _____
 E-MAIL ADDRESS: _____

ALSO NOTIFY:
 NAME: _____
 ADDRESS: _____

PHONE: _____
 FAX: _____

Type I Replacement Dwelling (EFC)

CPO: _____ **COMMUNITY PLAN:**
 Rural/Natural Resource _____

LAND USE DISTRICT: EFC

ASSESSOR MAP: _____ TAX LOT NUMBER(S): _____

NOTE: Contiguous property under identical ownership will be reviewed as part of this application and may be subject to conditions of approval. List assessor map and tax lot numbers of all contiguous property under identical ownership:

SITE ADDRESS: _____

SITE SIZE: _____

EXISTING USE OF SITE: _____

PROPOSED DEVELOPMENT ACTION: REPLACEMENT DWELLING

We, the undersigned, hereby authorize the filing of this application and certify that the information contained in this application is complete and correct to the best of our knowledge. This also authorizes the designated Applicant's Representative (if applicable) to act on behalf of the Applicant for the processing of the request.

X
 OWNER CONTRACT PURCHASER DATE
 Print Name: _____

X
 APPLICANT DATE
 Print Name: _____

X
 OWNER CONTRACT PURCHASER DATE
 Print Name: _____

X
 APPLICANT DATE
 Print Name: _____

PLEASE NOTE:

- o This application must be signed by ALL the owners or ALL the Contract Purchasers of the property.
- o IF this application is signed by the Contract Purchaser(s), the Contract Purchaser is also certifying that the Contract Vendor has been notified.
- o No approval will be effective until the appeal period has expired.
- o Corporations require proof of signature authority for that entity according to their Articles of Incorporation or as registered with the State of Oregon Corporation Division at <http://www.filinginoregon.com>

**TYPE I REPLACEMENT DWELLING (EFC)
SUPPLEMENTAL INFORMATION FORM**

1. Please indicate which of the following documents will be submitted with this application for lawful establishment of the existing dwelling:

NOTE: STOP if you do not have one of the following documents. You must proceed to a Type II application instead.

- Development Application Approval for the Dwelling issued **on or after April 6, 1959; OR**
- Building Permit for the Dwelling issued **on or after April 6, 1959; OR**
- Certificate of Zoning Compliance for the Dwelling issued **on or after April 6, 1959; OR**
- Documentation from Assessment and Taxation that the dwelling was **established PRIOR to April 6, 1959**

Please describe, in as much detail as possible, the document(s) submitted.

2. Is the dwelling currently inhabited, or is it vacant? _____

3. If vacant, when was the dwelling last inhabited? _____

4. Copies of one of the most-recent utility bills for the following utilities are included:

Cable

Power

Gas

Landline telephone

Other (please specify): _____

None (please explain why): _____

5. By initialing each of the lines below, I acknowledge that the submitted site plan shows all the following setbacks for the replacement dwelling:

- _____ 10-foot minimum interior side
- _____ 30-foot minimum front
- _____ 20-foot minimum rear
- _____ 30-foot minimum street side (if applicable)

6. Is the driveway for the replacement dwelling over 150 feet in length as measured from the approach to the replacement dwelling? Yes No

7. If you answered "yes" to Question 6 above, compliance with the Oregon Fire Code shall be assessed upon submittal of your application. Your application shall indicate all improvements needed for the driveway to meet the standards in the current Oregon Fire Code. Please explain all improvements needed for the driveway to meet the standards in the current Oregon Fire Code and include signed and dated documentation from the Fire Marshal that the driveway either currently meets all standards or acknowledgement that your described improvements, once completed, will bring the driveway up to current Oregon Fire Code.

8. The property owner must select one of the following statements below for the disposition of the existing dwelling, once the replacement dwelling has been completed.

I, _____, acknowledge the existing dwelling shall be **removed to a lawful location or demolished** within ninety (90) days of completion of the replacement dwelling.

Signature

Date

OR

I, _____, acknowledge the existing dwelling shall be **converted to an accessory structure** within ninety (90) days of the completion of the replacement dwelling as verified in a site inspection by the building inspector and that I have obtained the required permits, if applicable, for the items listed below. (Certain items may be preserved/maintained if approved by the Planning Director)

- 1) Removed all kitchen appliances including the stove, oven, refrigerator, dishwasher and trash compactor; removed all kitchen sinks, countertops and cabinets; removed or terminated all 220-volt electrical circuits to kitchen appliances; removed all fuel supply lines to kitchen appliances and capped service lines at the supply source in the wall (CDC Section 430-8.1 G.1); and
- 2) Removed all toilets, bathroom sinks, and tub/shower facilities (CDC Section 430-8.1 G.2); and
- 3) Terminated the water supply to the converted structure and capped off all plumbing fixtures (CDC Section 430-8.1 G.3); and
- 4) Recorded a restrictive covenant stating the converted structure is neither eligible to be, nor will be, used as a dwelling (*form obtained from Current Planning*) (CDC Section 430-8.1 G.4); and
- 5) **Confirmation of the above shall be obtained by providing photographs of the site and structure, or by submitting a request for site inspection by Staff (CDC Section 430-8.1 D and G.).**

Signature

Date

Type I Forest Structure and Fire Safety Standards per Section 428-3

IMPORTANT NOTE: STOP if one of the following requirements cannot be met. You must proceed to a Type II Replacement Dwelling (EFC) application instead.

9. In which fire district is the subject property located? _____

If not within a fire district, can you provide evidence of a contract for residential fire protection? _____

NOTE: If the property is not within a fire protection district (Oregon Department of Forestry is not considered a fire protection district for purposes of this requirement), or is not provided with residential fire protection by contract, **STOP this Type I application and complete a Type II application under Section 428-4.**

10. The subject site must have frontage on a public or private road. Please identify the name of the road upon which the property fronts: _____

11. Access must be obtained from the subject property via frontage onto a public road or via a recorded easement from the public road. Please describe how the property obtains access and list the easement number if applicable. _____

12. Part or all of the dwelling shall be located within 300 feet of the public/private road from which access is taken. Or, if the existing dwelling is more than 300 feet

from the road, the replacement dwelling shall not be located at a greater distance from the access road than the existing dwelling. Please list the distance the replacement dwelling will be from the public/private road. _____

13. Are there any existing dwellings within 500 feet of a side, street side or rear property line of the subject property? Yes No

If “yes”, part or all of the replacement dwelling shall be located within 500 feet of the existing dwelling and as close to the affected property line as permitted by setback and fire break requirements. However, in no case shall the replacement dwelling be located more than 300 feet from the public/private road providing access to the replacement dwelling, unless the existing dwelling is more than 300 feet from the road, in which case the replacement dwelling shall not be located a greater distance from the access road than the existing dwelling.

Please list the distance the replacement dwelling will be from the following:

Nearest Existing Dwelling to the East: _____

Nearest Existing Dwelling to the West: _____

Nearest Existing dwelling to the North: _____

Nearest Existing Dwelling to the South: _____

Public/Private Road providing Access to Replacement Dwelling: _____

If “no”, the entire replacement dwelling shall be located 200 feet or more from property lines and near the property line that is closest to fire protection services.

How many feet will the replacement dwelling be from the:

North Property Line: _____

South Property Line: _____

East Property Line: _____

West Property Line: _____

Which property line is closest to fire protection services? _____

_____ **Please initial here acknowledging that the distances and property lines listed above are all clearly shown and labeled on the submitted site plan.**

14. Does the subject property have any significant natural resource/riparian areas?
- YES.** If “yes,” the significant natural resource/riparian areas are clearly shown and labeled on the site plan **AND** the replacement dwelling is a minimum of 125 feet from these areas **AND** the distance from the areas is clearly shown and labeled on the site plan.
 - NO** If “no,” there are no significant natural resource/riparian areas on the subject property.

15. Please check which one of the following is applicable for the domestic water supply for the replacement dwelling:

Verification, attached with this application, from a water purveyor that the replacement dwelling will be served by the purveyor under the purveyor's rights to appropriate water;

OR

A water use permit, attached with this application, issued by the Oregon Department of Water Resources for the replacement dwelling;

OR

Verification, attached with this application, from the Oregon Department of Water Resources that a water use permit is not required for the replacement dwelling. If the proposed water supply is from a well and is exempt from permitting requirements under ORS 537.545, the applicant shall submit the well constructor's report to the County upon completion of the well.

16. Pursuant to ORS 215.730, if a lot or parcel is more than ten (10) acres the property owner will be required to submit a stocking survey to the assessor for verification as a condition of approval of the replacement dwelling. The survey will have to show that the tract will meet the Oregon Department of Forestry stocking requirements at the time specified in the Oregon Department of Forestry administrative rules.

_____ **Please initial as acknowledgment of the above stocking survey requirement.**

17. **What is the slope around the proposed structure? _____ %**
NOTE: Must be 40% or less

Based on the slope, circle the appropriate primary fire break in the table below. Note that the secondary fire break extends an additional 100 feet beyond the PRIMARY fire break. *Replacement dwellings sited in the same location as an existing dwelling shall meet fire break requirements to the extent the existing building setbacks permit.

Slope	Feet of Primary Fire Break	Feet of Additional Primary Fire Break	Total Primary Fire Break
0%	30	0	30
10%	30	50	80
20%	30	75	105
25%	30	100	130
40%	30	150	185

_____ **Initial here indicating both the PRIMARY and SECONDARY fuel-free fire break areas around the replacement dwelling are shown on the submitted site plan.**

18. The primary and secondary fire breaks must be located on land owned or controlled by the owner of the subject property. The site plan shall indicate the fire break areas. The secondary fire break must be a minimum of 100 feet around the perimeter of the primary fire break. The primary fire break must be a minimum of 30 feet in all directions around the building, additionally expanded where required according to slope, as indicated by the table shown above. *Replacement dwellings sited in the same location as an existing dwelling shall meet fire break requirements to the extent the existing building setbacks permit.

19. Are all portions of both the primary and secondary fire break on land owned or controlled by the owner of the subject property?

Yes No

If “no,” please initial here acknowledging you will be able to obtain the appropriate fire break easement from the applicable adjoining property owner (form obtained from Current Planning). The easement **MUST** be recorded prior to application for a building permit.

_____ Initial here indicating evidence is attached demonstrating the slope around the proposed replacement dwelling.

20. What fire retardant roofing material will be used for the replacement dwelling?

_____ Will the replacement dwelling have a chimney? Yes No

_____ If “yes,” please initial as acknowledgement that building plans will show a spark arrester which will be installed prior to final inspection.