



Notice of Complete Application And Administrative Review Information

City of Bandon
555 Hwy 101
P.O. Box 67
Bandon, Or
97411
T: (541)347-7922

April 5th, 2022

Re: 22-003, Seabird Dr SW Land Division

Dear Mike Malloy,

The Planning Department has reviewed your application for Land Division on Seabird Dr. SW received on January 4, 2022 and has determined that it is complete as of today's date. The City has 120 days to exhaust all local review: August 3rd, 2022.

Please be aware that a determination of a complete application does not guarantee approval from staff for your proposal as submitted, but rather signifies that you have provided the materials required to process your application.

A fourteen-day public notice will be prepared and mailed for your Administrative Review at the earliest practical date, considering other previously submitted applications and requirements for public notification. Your application will be issued a project page on the City's website and all materials and relevant dates will be uploaded there. Planning Staff are the reviewing body for Land Divisions, with appeals to the City's Hearings Officer.

If you have any questions, please feel free to call the Planning Department at (541) 347-7922.

Sincerely,

Dana Nichols

Dana Nichols
Planning Manager
dnichols@cityofbandon.org



Land Division Request, Completeness Review Form

| | | | |
|-----------------------------------|--|----------------|--------------|
| Application File Name (#): | 22-003 | Date: | 4/5/2022 |
| Applicant's Name: | Michael Malloy | Zoning: | CD-1 |
| Representative's Name: | N/A | | |
| Reviewed by: | Dana Nichols | Phone: | 541-347-7922 |
| Email: | dnichols@cityofbandon.org | | |

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|--------------------------|--|
| General Comments: | |
|--------------------------|--|

| Preliminary Plat requirements | | | | |
|-------------------------------|---------|------------|-----|---|
| Submitted | Missing | Incomplete | N/A | |
| X | | | | Site plan is on 11 x 17 paper |
| X | | | | Drawing is to-scale |
| X | | | | North arrow is included |
| X | | | | Date of drawing |
| X | | | | Location of the development sufficient to define its location in the city, boundaries, and a legal description of the site |
| X | | | | Zoning of the parcel to be divided, including any overlay zones |
| X | | | | A title block including the names, addresses, and telephone numbers of the owners of the subject property and, as applicable, the name of the engineer and surveyor, and the date of the survey |
| X | | | | Identification of the drawing as "preliminary plat", or similar |
| Comments: | | | | |

| Existing Conditions Requirements | | | | |
|----------------------------------|---------|------------|-----|--|
| Submitted | Missing | Incomplete | N/A | |
| X | | | | Streets: Location, name, and present width of all streets, alleys, and rights-of-way on and abutting the site |
| X | | | | Easements: Width, location, and purpose of all existing easements of record on and abutting the site |
| X | | | | Utilities: Location and identity of all utilities on and abutting the site. If water mains and sewers are not on |



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| | | | | or abutting the site, indicate the direction and distance to the nearest one and show how utilities will be brought to standards |
| | | | X | Ground elevations shown by contour lines at two-foot intervals. Such ground elevations shall be related to some established benchmark or other datum approved by the County Surveyor (can be waived by Staff when grade is, on average, less than 6%) |
| X | | | | The location and elevation of the closest benchmark(s) within or adjacent to the site (i.e., for surveying purposes) |
| | | | X | The Base Flood Elevation, per FEMA Flood Insurance Rate Maps, as applicable |
| X | | | | North arrow and scale |
| X | | | | Other information deemed necessary by Staff for review of the application (determined during pre-application). Staff has required showing the proposed access (driveways) for the lots to ensure meeting the criteria for 40" of physically accessible street frontage. |
| Comments: | | | | |

| Land Division Requirements | | | | |
|--|---------|------------|-----|--|
| Submitted | Missing | Incomplete | N/A | |
| X | | | | Completed Planning Permit Application |
| X | | | | \$1,000 + \$100/lot deposit paid |
| X | | | | Detailed written responses to approval standards (BMC 16.08.070) |
| | | | X | Conversion Plan |
| X | | | | Adequate utilities, drainage, and access shown |
| X | | | | A copy of all existing and proposed restrictions or covenants |
| Other plans required by Planning: | | | | |
| Comments: | | | | |

| Wetland Information | | | | |
|---------------------|---------|------------|-----|--|
| Submitted | Missing | Incomplete | N/A | |
| | | | X | If application requires notification to Oregon Division of State Lands concerning potential wetland permit requirements (Shown on Bandon Local Wetlands) |



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| | | | | Inventory), notification has been prepared and attached. |
| Comments: | | | | |