



City of Canby
 Planning Department
 111 NW 2nd Avenue
 PO Box 930
 Canby, OR 97013
 (503) 266-7001

SITE PLAN REVIEW APPLICATION

Type I Process—*This application must be filed with the City of Canby in conjunction with Clackamas County Building Permit applications*

Please provide electronic copies of all files to the City

APPLICANT INFORMATION: *(Check ONE box below for designated contact person regarding this application)*

Applicant Name: _____ Phone: _____
 Address: _____ Email: _____
 City/State: _____ Zip: _____

Representative Name: _____ Phone: _____
 Address: _____ Email: _____
 City/State: _____ Zip: _____

Property Owner Name: _____ Phone: _____
 Signature: _____
 Address: _____ Email: _____
 City/State: _____ Zip: _____

Property Owner Name: _____ Phone: _____
 Signature: _____
 Address: _____ Email: _____
 City/State: _____ Zip: _____

NOTE: Property owners or contract purchasers are required to authorize the filing of this application and must sign above

- ❶ All property owners represent they have full legal capacity to and hereby do authorize the filing of this application and certify that the information and exhibits herewith submitted are true and correct.
- ❷ All property owners understand that they must meet all applicable Canby Municipal Code (CMC) regulations.
- ❸ All property owners hereby grant consent to the City of Canby and its officers, agents, employees, and/or independent contractors to enter the property identified herein to conduct any and all inspections that are considered appropriate by the City to process this application.

PROPERTY & PROJECT INFORMATION:

 Street Address or Location of Subject Property Total Size of Property Assessor Tax Lot Numbers

 Existing Use, Structures, Other Improvements on Site Zoning Comp Plan Designation

 Describe the Proposed Development or Use of Subject Property

STAFF USE ONLY				
CITY FILE# _____				
CNTY FILE# _____	DATE RECEIVED _____	RECEIVED BY _____	RECEIPT # _____	DATE APP COMPLETE _____

SITE PLAN REVIEW: CHECKLIST

CONSTRUCTION TYPE:

- Commercial
- Industrial
- Single Family
- Duplex
- Multifamily (Number____)
- Manuf. Home
- Remodel
- Demolition
- Accessory structure (see Zone for regulations)
- Other_____

ATTACH SITE PLAN WITH ALL OF THE FOLLOWING:

- Lot area
- Building area
- Total impervious surface area (driveways, patios, buildings, etc.)
- Building height
- Parking area
- All easements
- Streets
- Erosion Control plan
- Stormwater drainage plans
- Setbacks/show building footprint
- Lot Coverage
- Existing & proposed screening/fencing
- Existing & proposed lighting
- Existing & proposed landscaping
- Elevation Plans and/or narrative showing conformance with Chapter 16.21, Residential Design Standards (see 16.21.020-.030 for applicability).

PLEASE PROVIDE (IF APPLICABLE):

- Planning File #(s): _____
- Subdivision name/date approved: _____
- Special Planning Permits: CU VAR Other: _____
- Planning Conditions of Approval: _____

APPLICABLE FEE:

Plan Check Fee:

- Single Family House: \$100 per unit
- Duplex (including conversions of single family to duplex): \$120
- Non-Living Space addition (garage, carport, porch, etc): \$50
- Living Space addition (expansion and/or creation of accessory dwelling): \$75
- Multifamily - \$60 per unit (first 20 units), \$10 per unit each additional unit after 20 units
- Demolitions (Residential): \$25
- Demolitions (Commercial or Industrial): \$50
- Signs, commercial tenant improvements and remodels not involving additional square footage: \$50
- All other commercial and industrial based on building square footage:
 - 0 to 2,000 square feet: \$100
 - 2,001 to 5,000 square feet: \$100 for the first 2,000 sq. ft. and \$1.75 for each additional 100 Sq. ft. or fraction thereof
 - 5,001 to 10,000 square feet: \$152.50 for the first 5,000 sq. ft and \$1.50 for each additional 100 sq. ft. or fraction thereof
 - 10,001 to 50,000 square feet: \$160 for the first 10,000 sq. ft. and \$1.25 for each additional 100 sq. ft. or fraction thereof
 - 50,001 to 100,000 square feet: \$210 for the first 50,000 sq. ft. and \$1.00 for each additional 500 sq. ft. or fraction thereof
 - 100,001 square feet and up: \$260 for the first 100,000 sq. ft. and \$0.75 for each additional 1,000 sq. ft or fraction thereof

Other Fees:

- Erosion control permit Fee
- Sewer tap (on-site connection) Fee
- Advanced Financing District (AFD) Fees
- Street Opening Fee
- SDCs/Excise Taxes

***Clackamas County must also issue a Building Permit; Please provide the City with a copy of county Building Permits
Call (503) 266-7961 to schedule a City Sewer Connection***