

# APPLICATION SUBMITTAL REQUIREMENTS

## Partition Tentative Plan

The following information must be submitted with a City of Newport Land Use application for Partition Tentative Plan:

- 1. A current 18" x 24" Lincoln County Assessor's tax map(s) showing the subject property and the notification area. The notification area is all properties within 100 feet of the subject property.
- 2. A list of names and addresses of property owners, as shown in the records of the Lincoln County Assessor, within the notification area described in #1 above.
- 3. A map showing the following:
  - (a) The original and proposed lots.
  - (b) Existing and proposed streets, alleys, and easements on or abutting the subject property.
  - (c) Topographic lines at five (5) foot contour intervals stating the source of topographic information.
  - (d) Approximate parcel size and parcel line dimensions.
- 4. A preliminary title report, lot book report, subdivision guarantee report, or any other report that establishes ownerships and easements, together with copies of easement documents.
- 5. Written letters from providers of public facilities (sewer, water, storm water, and streets) and utilities (electric and phone) stating the requirements for the provision of public facilities and utilities to the proposed land division.
- 6. If the property is within an identified geologic hazard area, a geologic hazard report consistent with Section 2-4-7 of the Newport Zoning Ordinance.
- 7. Written findings of fact addressing the following criteria:
  - (a) The tentative plan complies with the definition of a partition.
  - (b) All lots or parcels within the tentative plan meet the requirements of Newport Municipal Code (NMC) Section 13.05.030, or if the original lots were nonconforming, the resultant lots or parcels may be allowed without a variance if they are less nonconforming.

- (c) Approval of the tentative plan does not interfere with the provision of key public facilities as defined in the Comprehensive Plan.
- (d) Applicant agrees to sign consent to participate in sewer, water, or street local improvement districts that the subject parcels would be part of once those districts are formed.
- (e) Public facilities serving the partition are adequate under NMC Section 13.05.045. Proposed streets within the partition comply with the standards under NMC Section 13.05.015, including any allowed modification, or a variance has been obtained.
- (f) All required public improvements will be provided.
- (g) Any required submitted geological hazard report concludes that the property can be developed in the manner proposed, in accordance with any recommendations contained in the report.

8. Fee of \$246.00.