

# APPLICATION SUBMITTAL REQUIREMENTS

## Subdivision Tentative Plan

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

- 1. An original & fourteen (14) copies of the tentative plan.
- 2. 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 150 feet of the subject property. *(Lincoln County Assessor's office is located in the Lincoln County Courthouse at 225 W Olive St, Newport)*
- 3. 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 #2 above.
- 4. Written findings of fact explaining how the proposed subdivision complies with the development criteria and how the developer will assure the completion of public improvements.
- 5. Letters from the following stating that utilities sufficient to serve the proposed subdivision are readily available to the site:
  - (a) Newport City Engineer
  - (b) Central Lincoln PUD *(PO Box 1126, Newport, OR 97365*  
[webmaster@cencoast.com](mailto:webmaster@cencoast.com))
  - (c) CenturyLink *ATTN: (Kerry Pozder, 60 W Grant St, Lebanon, OR 97355*  
[kerry.pozder@centurylink.com](mailto:kerry.pozder@centurylink.com))  
or Pioneer Telephone Cooperative *(ATTN: Gary Vick, PO Box 631,*  
*Philomath, OR 97370* [garyvick@pioneer.net](mailto:garyvick@pioneer.net))
- 6. 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.
- 7. Fee of \$1,073.00 plus \$53.00 each lot.