



City of Sweet Home

Community and Economic Development Department- Planning Program
3225 Main Street, Sweet Home, OR 97386 541-367-8113

APPENDIX J

SITE DEVELOPMENT REVIEW

The Site Development Review is intended to: Guide future growth and development in accordance with the Comprehensive Plan and other related regulations; Provide an efficient process and framework to review development proposals; Ensure safe, functional, energy-efficient developments which are compatible with the natural and man-made environment; and resolve potential conflicts that may arise between proposed developments and adjacent uses. The site development review provisions relate to physical characteristics of a property, proposed site improvements, and proposed buildings. The site development review provisions do not deal with the use of property. Use is regulated by the provisions of each individual zone. [SHMC 17.102.010]

Site Development Review applications shall be reviewed in accordance with the Type III review procedures in Chapter 17.126. [SHMC 17.102.020]

An application for Site Development Review shall be filed with The City and accompanied by the appropriate fee. Notice shall be subject to the provisions in Chapter 17.126. [SHMC 17.102.030]

SHMC 17.102.050 SUBMITTAL REQUIREMENTS

The applicant is required to submit a summary for each of the following applicable criteria and submit the summary as a narrative with the Land Use Application. (Attach extra sheets, if needed)

The following information shall be submitted as part of a complete application for Site Development Review. The application shall include a statement explaining the proposal and providing analysis of the proposal relative to the approval criteria. At the discretion of The City, the information may be submitted graphically or by written summary.

A. Site Analysis

- Existing site topography;
- Identification of areas exceeding 10% slopes;
- Site drainage and identified flood zones;
- Existing structures, roadway access and utilities; and
- Existing and proposed streets, bikeways, and pedestrian facilities within 300 feet.

B. Site Plan

- Proposed grading and topographical changes;
- All proposed structures including finished floor elevations, setbacks, exterior elevations, and exterior finishing.
- Vehicular and pedestrian circulation patterns, parking, loading and service areas;
- Proposed access to public roads and highways, railroads or transportation systems;
- Site drainage plan including methods of storm drainage, sanitary sewer system, water supply system and electrical services.
- Proposed landscape plan, to include appropriate visual screening and noise buffering, where necessary, to ensure compatibility with surrounding properties and uses;
- Proposed on-premise signs, fencing or other fabricated barriers, together with their heights and setbacks;
- Proof of ownership and signed authorization for the proposed development if applicant is not the owner of the site; and
- A schedule of expected development.
- A traffic impact analysis if requested by the City Manager or designee.

- Other appropriate studies and information that may be required by The City to adequately evaluate the project.

C. Is the proposed use allowed in the zone and does it comply with the underlying development standards, such as setbacks, height restrictions, parking and so forth? Explain:

D. Will the proposed use create adverse negative impacts on the surrounding area? Explain:

E. One the site plan, the applicant shall address provisions for public utilities, including drainage and erosion control needs.

F. One the site plan, the applicant shall address parking, traffic safety, and connectivity of internal circulation to existing and proposed streets, bikeways, and pedestrian facilities.

G. One the site plan, the applicant shall address provisions for adequate noise and/or visual buffering from non-compatible uses including using site and landscaping design to provide needed buffering.

H. One the site plan, the applicant shall address protections from any potential hazards.