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I acknowledge that if the actual cost to process and review the application by contracted or full-time staff exceeds the application fee, the applicant will be responsible for the excess charges. The fee would be considered a deposit toward the actual cost.

FOR OFFICE USE ONLY	
Filing fee: \$300	
Date Rec'd/Fee Pd	
Receipt No.	

**MINOR MODIFICATION TO APPROVED SITE PLAN
 TYPE I-A ACTION**

Site Address/Location: _____

Applicant: _____

Applicant Mailing Address: _____

_____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Email: _____

Property Owner (if different from applicant): _____

Property Owner Mailing Address: _____

_____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Email: _____

Previous Approval/Notice of Decision File Number: _____

We, the undersigned property owner(s) or authorized agent(s), request a **minor change** to the previously approved site-development review decision to allow the following modifications:

1. Provide a short description of the proposed modification:

For the following reason(s):

2. Additional Comments and Explanations:

3. Attachments:

Submit two copies of the approved site plan showing the proposed minor changes to the plan.

4. Minor Modification Site Development Review:

All development standards must be met.

- a) Does the **minor modification** comply with all applicable provisions of the underlying land use zone, including building and yard setbacks, lot area and dimensions, lot coverage, and other special standards as may be required for certain land uses?

Yes **No** **Please explain:** _____

- b) Does the **minor modification** upgrade any existing development that does not comply with the applicable land use zone standards, in conformance with Sections 4.10 through 4.12, Nonconforming Uses and Development?

Yes **No** **Please explain:** _____

- c) Does the **minor modification** comply with the supplementary zone regulations contained in Sections 18.00, 19.00, and 22.00?

Yes **No** **Please explain:** _____

5. Signatures:

*This application **must be signed** by the applicant(s) and all owners of the applicable property. Prepare and attach additional signatures if necessary.*

Applicant(s)

Print Applicant Name _____

Applicant Signature _____ Date _____

Print Applicant 2 Name _____

Applicant 2 Signature _____ Date _____

Property Owner(s)

Print Property Owner Name _____

Property Owner Signature _____ Date _____

Print Property Owner 2 Name _____

Property Owner 2 Signature _____ Date _____

By signing, the applicant acknowledges that if the actual cost to process and review the application by contracted or full-time staff exceeds the application fee, the applicant will be responsible for the excess charges. The fee would be considered a deposit toward the actual cost.