

Property Development Review Checklist Form Information

General Site Attributes

Slopes:

City has adopted a maximum street grade of 15% with up to 200' lengths with grades exceeding 15% but in no case above 20%. No driveways may access streets in areas with grades above 15%.

- If the existing ground slope exceeds 15%, land use applications which include either public or private streets must include street centerline profiles, except for those streets which parallel the contour lines.
- If the existing ground slope exceeds 10%, land use applications which include public streets must delineate the approximate limits of cut and fill slopes.

Development applications for sites with slopes exceeding 5% and containing erodible and/or expansive soils, as mapped by the NRCS, and all sites with slopes above 10%, will require submission of a Geotechnical report. (** See note below)

This report, by a qualified engineer or geotechnical consultant, analyzes soil types and makes recommendations on the following topics:

1. Maximum fill and cut slopes for native materials or imported materials
2. Maximum fill depths over existing soils and subsurface formations, specifically addressing the effect of future driveway fills on the road stability.
3. Potential negative impacts of subsurface drainage following utility mitigation and/or disposal of subsurface drainage, as needed.
4. Impacts from water features such as creeks, seeps, springs, wetlands, etc.
5. Suitability of the site and soil for drywells, infiltration ponds, or other on-site infiltration devices, if proposed.
6. Building location and foundation design.
7. Identification of any areas unsuitable for construction of infrastructure or buildings.
8. Construction methods, techniques, or procedures for the site.

**Note: For tentative plat applications (subdivisions and partitions) a Preliminary Geotechnical report, addressing general suitability of the proposed street and utility locations, will be sufficient. Submittal of a more comprehensive report as noted above may be deferred until the final plat application.

Drainage:

All development applications must include a plan for disposal of stormwater runoff. Unless the site is served by existing City-maintained storm drain, the plan must address the capacity of the downstream system, and the effects of peak-flow increases. If peak-flow increases will result in erosion of natural drainage courses, include mitigation strategies.

Configuration and size of the public storm drain and sanitary sewer systems will be approved by City Engineer after review of the design and supporting analysis prepared by applicant's engineer, in accordance with procedures in Eugene Code Chapter 7 for privately engineered public improvements.

Natural Resources:

Development sites which are identified in the Natural Resources Special Study may be required to provide protective measures in the development proposal to minimize impacts to the natural resources and associated vegetation.

Wetlands:

Development applications for sites with wetlands must submit a Wetlands determination and delineation prepared by a qualified consultant with a development application. State and Federal concurrences to the determination/delineation, and any required permits, must be submitted prior to final approval.

Note that City staff can identify potential for presence of wetlands by checking:

- a) Hydric soils as mapped by the NRCS (formerly SCS)
- b) West Eugene Wetland Plan Inventory
- c) National Wetland Inventory

None of these data resources are complete. **It is the responsibility of the applicant to identify wetlands, and to comply with State and Federal wetland regulations.**

Trees:

Development sites that have trees may be required to submit a tree removal permit and/or preservation plan. Concerns for tree preservation are generally focused on Historic Trees, Heritage Trees, Street Trees, and trees located on private property depending on the type of proposal, the site characteristics, and the land use application process involved.

In addition to the basic tree removal permit requirements described below, additional requirements regarding tree preservation may need to be addressed through the land use application process. For instance, trees within the public right-of-way (street trees) receive special consideration and therefore may necessitate a tree preservation plan and/or a street tree agreement. A tree preservation plan may also be required for trees on private property to address specific approval criteria for a land use application, such as a planned unit development, conditional use permit, or site review.

Public Works' requirements for obtaining a tree removal permit include:

- 1. Removal or relocation of street trees
- 2. Removal of existing trees on private property.
 - a) No person may fell one or more trees from a parcel of private property consisting of less than 20,000 square feet of area without a permit.
 - b) No person may fell more than five trees within a period of 12 consecutive months from a parcel of private property consisting of 20,000 or more square feet of area without a permit.

Special Flood Hazard Areas / Floodways:

Development applications for sites that are within Special Flood Hazard Areas must include a delineation of the SFHA boundaries and Base Flood Elevations with calculations.

No development is permitted within floodways. Development proposals within a designated floodway must submit a copy of FEMA-approved Letter of Map Revision or Letter of Map Amendment.

Adjoining Properties:

Development sites adjacent to undeveloped parcels may be required to extend public infrastructure to development site boundary, or demonstrate that adjoining undeveloped properties can be adequately served by other means.

Hazardous Material History:

It is recommended that an environmental site assessment be conducted to identify recognized environmental conditions on the subject property. The term recognized environmental condition means the presence or likely presence of any hazardous substances or petroleum products on a property under conditions that indicate an existing release, a past release, or a material threat of a release of any hazardous substances or petroleum products into structures on the property or into the ground, groundwater, or surface water of the property. The term includes hazardous substances or petroleum products even under conditions in compliance with laws.

Public Works will require a Level One Site Assessment if the site appears on ODEQ's list of identified sites, or if the site is known to be contaminated with hazardous substances.

Public Infrastructure:

City staff will identify proposed public improvements affecting the site which are contained in the following documents:

- Transplan
- Urban Sanitary Sewer Master Plan
- Eugene Area wide Drainage Master Plan (OTAK Study) **
- Neighborhood Refinement Plans
- Capital Improvement Plan (CIP)
- Arterial - Collector Street Plan

Development applications must address these public improvements, either by inclusion in the application or by proposing an alternative location for extension of public service with supporting engineering analysis.

** Note: OTAK Study is being replaced by drainage basin analyses prepared by Woodward-Clyde, stormwater consultants to Engineering Division. Transition should be completed by mid-summer of 2000.

Public streets which have been constructed or resurfaced within the last five years may not be cut for the installation of a utility or facility.

Liens and Assessments:

The presence of existing or potential City liens, assessments, and equivalent assessments as listed on the City's lien docket will be identified. "Equivalent Assessments" are connection

charges which are collected from properties which were not assessed at the time of the construction of the public improvement (typically because the property was not annexed or was undeveloped at the time).

For land divisions, full or partial payment will be required as follows:

- Subdivisions & condos: All City liens must be paid prior to final plat approval.
- Partitions: With some exceptions, most liens can be segregated into proportional amounts for each parcel, with payment required on the new parcels.
- Property Line Adjustments: Payment of liens is required for the property which is or will be changing ownership. No payment if the adjustment does not change the existing lien.