



# **CITY OF ROSEBURG**

## **CONDITIONAL USE PERMIT REVIEW**

### **APPROVAL CRITERIA**

**APPLICATION FILING FEE:** \$ \_\_\_\_\_

#### **PRE-APPLICATION CONFERENCE**

Pre-application conference shall be required for all requests, unless otherwise indicated by Director. Pre-application conference provides exchange of information regarding applicable Codes, programs, plans, and policies, and technical assistance. Conceptual plans are acceptable; more complete plans will provide more complete information.

#### **PURPOSE**

Conditional Use Permit evaluates appropriateness and compatibility of specific types of land uses or land uses which are not otherwise identified to determine if that land use is suitable for the location, given the characteristic of the land use, land area, and surrounding land uses.

#### **PROCEDURE**

Administrative applications require public notice 15 days prior to decision. Notices are mailed to property owners within 100 feet of the subject site, as well as being posted in the vicinity of the property. If the case is referred to the Planning Commission, notices are mailed to property owners within 300 feet of the subject site, posted in the vicinity of the property, and published in the newspaper.

#### **APPROVAL CRITERIA**

Per Roseburg Municipal Code (RMC) Section 12.10.080(F), Conditional Use Permit shall be granted only if the proposal conforms to each element of the following five criteria:

- Proposed development is compatible with the existing or anticipated uses in terms of scale, bulk, coverage, density, architectural, and aesthetic design;
- Development is consistent with the purpose of the base zone and enhances the operation characteristics of the particular neighborhood;
- Site for proposed development is served by streets and highways which are adequate in width, construction, and placement to safely carry the quantity and kind of traffic generated by the proposed use;
- Proposed development will not have an adverse physical effect on the development or use of abutting or contiguous property; and
- Proposed development will conform to the policies of the Comprehensive Plan and adopted plans and policies of the Governing Body.

**FORMAT FOR APPLICANT FINDINGS OF FACT:**

Applicant shall submit written statement to support each criterion by facts and findings as provided in the following:

- a. Factual information such as the surrounding zoning, consistency with the Comprehensive Plan land use designation and applicable policies, ability of property to adequately and appropriately support uses allowed by the requested zone, etc. Facts should be referenced as to their source, plans, City plans, etc.
  
- b. Explanation or finding of how these facts result in a conclusion that supports the criteria.

**ADDITIONAL RMC PROVISIONS**

Section 2.10.080(G) provides that conditions may be imposed as deemed necessary to assure compatibility of the proposed development with the surrounding area. Such conditions may include:

1. Regulation of uses;
2. Special yards and spaces;
3. Fences and walls;
4. Street right-of-way dedications and street improvements;
5. Regulation of points of vehicular ingress and egress;
6. Regulation of signs;
7. Landscaping, screening, and buffering where necessary to increase compatibility with adjoining uses;
8. Regulation of noise, vibration, odors, or other similar nuisances;
9. Regulation of hours for certain activities;
10. Time period within which the proposed shall be completed;
11. Duration of use;
12. Regulation of building textures, colors, architectural features and height;
13. Preservation of natural vegetative growth and open space;
14. Transportation improvements to mitigate the impact of increased traffic and to protect transportation facilities. (Ord.3279, 3/08)