

Yamhill County Department of Planning & Development  
**APPLICATION FOR FOREST TEMPLATE  
 DWELLING**

Docket \_\_\_\_\_  
 Date \_\_\_\_\_  
 Rec'd by \_\_\_\_\_  
 Receipt # \_\_\_\_\_  
 Fee \$1,838.71

400 NE Baker Street, McMinnville, OR 97128 • Tel: 503-434-7516 • Fax: 503-434-7544

APPLICANT			LEGAL OWNER (IF DIFFERENT)		
Last name	First	MI	Last name	First	MI
Mailing address (Street or PO Box)			Mailing address (Street or PO Box)		
City	State	Zip	City	State	Zip
Telephone			Telephone		
E-mail address			E-mail address		

PROPERTY INFORMATION	
Tax Lot(s) _____	Zone _____
Site Address _____	
Size of Tract (including all contiguous lots under the same ownership): _____	

**PROPERTY INFORMATION:**

1. Is there a septic system on the property?             Yes             No
2. How will water be provided?            Well:             existing             proposed  
 On-site spring or creek             Water Association             Other: \_\_\_\_\_
3. What road or easement will be used as access? \_\_\_\_\_
4. Is the property in a Fire District? \_\_\_\_\_ Name of Fire District: \_\_\_\_\_
5. To your knowledge, do any of the following natural hazards exist on the property?  
 Floodplain             Areas of erosion             Steep slopes             Fish or wildlife habitat  
 Soil limitations for building or septic

**FOREST TEMPLATE REQUIREMENTS**

- 1. Evidence of forest use.** If the subject property is in an AF zone, the applicant must provide evidence that the tract was "predominantly devoted to forest use on January 1, 1993." This evidence can be an aerial photograph, stocking survey, or other documentation that the land was in forest production. If the property is in the F-80 zone, this evidence is not required.
- 2. Soil Type.** Please indicate the soil types that make up the tract:

Soil Abbreviation (e.g. WkE)	Percent of Parcel

- 3. Adjustments to the property lines.** Any property line adjustment(s) to the parcel must have complied with the applicable property line adjustment provisions in ORS 92.192.

Any property line adjustment(s) to the parcel after January 1, 2019, must not have had the effect of qualifying the lot or parcel for a dwelling under ORS 215.750.

Have there been any property line adjustments to the parcel?     Yes         No  
 If yes, note the Docket number(s): \_\_\_\_\_

- 4. Template Test.** The applicant must submit an accurately scaled map with a 160-acre template drawn on it. The template must be centered on the center of the subject tract. There generally must be all or part of at least 11 other lots that existed on January 1, 1993 within the template. (If the subject tract has poor soils, fewer lots may be required to be within the template.) Three of the lots that are in the template must contain dwellings that existed on January 1, 1993. Lots and dwellings that are inside an Urban Growth Boundary may not be counted.

In the AF district, the template is usually a 160-acre circle (1489.46 foot radius). In the F-80 district, the template is usually a 160-acre square. However, in both zones if the tract abuts a public road that existed on January 1, 1993, a rectangular template that is one mile long and one-quarter mile wide may be used. The rectangular template must be aligned as nearly as possible with the road. It still must be centered on the center of the subject tract.

If the tract is 60 acres or larger and abuts a road or perennial stream, the rectangular template must be used. It must be aligned to the maximum extent possible with the road or stream. At least one of the three required dwellings must be on the same side of the road or stream as the proposed dwelling. This dwelling may be outside the width of the template provided that it is within one-quarter mile of the subject tract.

The scaled map submitted with this application must show the parcels that are wholly or partially within the 160-acre template, and the approximate location of dwellings on these parcels. Also, tax assessment records or other evidence that the parcels and dwellings were in existence on January 1, 1993 must be submitted with the application.

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**5. Site Plan.** Prepare a site plan on a separate sheet, approximately to scale. An Assessor's map may be used. The following information should be included:

- Parcel boundaries (shape) and dimensions. Include the entire tract.
- Location of existing and proposed buildings and structures. Include the distance from parcel boundaries.
- Existing and proposed access.
- Location of significant natural features such as steep slopes and creeks.
- Scale and direction to north.
- Fire breaks as required per Section 401.09(F) and (G) or Section 403.10(F) and (G):

*F. A primary fire break shall be constructed no less than 30 feet wide. The fire break is only required to be constructed on land surrounding the dwelling that is owned or controlled by the owner. The primary firebreak could include a lawn, ornamental shrubbery or individual or groups of trees separated by a distance equal to the diameter of the crowns adjacent to each other, or 15 feet, whichever is greater. All trees shall be pruned to at least eight feet in height. Dead fuels shall be removed.*

*G. A secondary firebreak of not less than 100 feet outside the primary firebreak shall also be constructed. The fire break is only required to be constructed on land surrounding the dwelling that is owned or controlled by the owner. Vegetation within the secondary firebreak should be pruned and spaced so that fire will not spread between crowns of trees. Small trees and brush growing underneath larger trees should be removed to prevent spread of fire into the crowns of the larger trees. Dead fuels shall be removed. The secondary fire break shall be increased to 150 feet if the dwelling or structure is located on a slope of greater than 25% or other fire hazards exist.*

**6. Siting Standards.** The zoning ordinance contains standards for siting dwellings on forest land, in order to protect forest uses. Please state why the proposed location of the dwelling, as shown on your site plan, will satisfy each of the following standards. Considering relevant physical and locational factors including, but not limited to, topography, prevailing winds, access, and surrounding land use, explain how the proposed building site:

A. Has the least impact on nearby or adjacent lands zoned for forest or agricultural use.

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B. Ensures that adverse impacts on forest operations and accepted farming practices on the tract will be minimized.

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- C. Minimizes the amount of forest lands used for the building site, road access and service corridors.

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- D. Minimizes the risk associated with wildfire.

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- 7. **Fire Safety Standards.** The dwelling must either be within a residential fire protection district, obtain residential fire protection by contract, or be provided with a fire sprinkling system and maintain a water supply on the property for fighting fires. The zoning ordinance contains a number of other siting and construction standards to lessen fire danger, which will be included as conditions of approval that must be met before building permits will be issued.
- 8. **Stocking.** If the tract is more than 5 acres in size, it must satisfy the stocking requirements of Oregon Revised Statutes Sections 527.610 to 527.770. A stocking survey report that shows the parcel is sufficiently stocked must be submitted to the Tax Assessor's office prior to issuance of building permits.
- 9. **Deed Affidavits.** An affidavit acknowledging the rights of property owners in the area to conduct farming and forestry activities must be recorded in the deed records of the county prior to issuance of building permits. An additional affidavit is required if the parcel is within one mile of a mineral resource site.

**THE APPLICATION MUST INCLUDE:**

- 1. Completed application form, signed by the applicant and property owner (if different). The owner's signature must be notarized.
- 2. Site plan drawn to scale showing the parcel boundaries, all existing buildings, the proposed dwelling location, existing or proposed access, proposed fire breaks, and any significant natural features.

Evidence showing compliance with the approval criteria:

- 3. Evidence that the parcel was predominantly devoted to forest use on January 1, 1993 (if in an AF zone).
- 4. Evidence that the parcel was lawfully established: Provide a copy of the recorded partition or subdivision plat that created the subject property and/or a copy of the deed or land sales contract dated on or prior to October 3, 1975 which describes the subject property. A lot or parcel does not include a unit of land created on or after October 4, 1975 solely to establish a separate tax account or to obtain financing for construction or other purposes.
- 5. If the parcel was part of a tract on January 1, 2019, no dwelling existed on the tract on that date, and no dwelling exists or has been approved on another parcel that was part of the tract. To show compliance with this standard, a title report which shows ownership of all adjacent parcels on January 1, 2019, is required.
- 6. Include a map showing the lots and dwellings within the 160-acre template and Tax assessment printouts or other information showing that at least three of the lots in the template contain dwellings that were built before January 1, 1993.
- 7. Filing fee (make check payable to Yamhill County). **NOTE: Fees are not refundable.**

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I hereby declare under penalties of false swearing (ORS 162.075 and 162.085) that the above information is true and correct to the best of my knowledge. I understand that issuance of an approval based on this application will not excuse me from complying with other effective ordinances and laws regulating the use of the land and buildings.

I hereby grant permission for and consent to Yamhill County, its officers, agents, and employees coming upon the above-described property to gather information and inspect the property whenever it is reasonably necessary for the purpose of processing this application.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property owner's signature (if different)

\_\_\_\_\_  
Date

State of \_\_\_\_\_ )

County of \_\_\_\_\_ )

Signed or attested before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for Oregon

My Commission expires \_\_\_\_\_

# Yamhill County

## DEPARTMENT OF PLANNING AND DEVELOPMENT

400 NE BAKER STREET • McMinnville, Oregon 97128

Phone: 503-434-7516 • Fax: 503-434-7544 • TTY: 800-735-2900 • Internet Address:

<http://yamhillcounty.gov/283/Planning-Development>

### Building Questionnaire

To Be Completed by the Owner/Applicant

Property owner name: \_\_\_\_\_

Property address: \_\_\_\_\_

- What is the intended use of the building? \_\_\_\_\_
- Is this a new build? Yes:  No:
- Is this an existing structure to be converted? Yes:  No: 
  - If existing, what is the current use of the building? \_\_\_\_\_
- Was the original construction permitted? Yes:  No: 
  - If yes, what was it permitted as? \_\_\_\_\_
- Please provide floor plan of entire building with dimensions and each space labeled per it's intended use.
- Site map (with all structures and labeled)

The information provided will be used to determine the design requirements of the building. Additional requirements might be required once building plans/calcs are submitted for building review.

By signing I confirm that the above information is correct to the best of my ability:

Signed \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_