



**HOOD RIVER COUNTY  
COMMUNITY DEVELOPMENT**

601 STATE STREET  
HOOD RIVER, OR 97031-2093  
PHONE 541-387-6840 FAX 541-387-6873  
Email: plan.dept@co.hood-river.or.us

## **MINOR PARTITION APPLICATION REQUIREMENTS**

1. Completed application, including the property owner's signature.
2. Tentative site plan, drawn to scale on 8.5 x 11 inch paper, with the following information:
  - a. North arrow.
  - b. Scale (must be a minimum of 1"=200')
  - c. Locations and names of adjacent streets
  - d. Locations of all existing structures on the property.
  - e. Setbacks between all existing structures and the proposed parcel lines.
  - f. Location of septic tank and drainfield, if existing.
  - g. Location of bodies of water, wetlands, etc.
  - h. Parcel numbers, as indicated on the application
  - i. Parcel lines with dimensions.
  - j. Proposed acreage of parcels.

### **ADDITIONAL REQUIREMENTS**

In addition, the following may be required: applicable agency approvals, sanitation evaluations, statement of water rights, evidence of access, easement documentation, future urban lot plan, title transfer instrument (deed or contract), drainage plan, improvement plan, etc.

### **FINALIZATION REQUIREMENTS**

If the application is given tentative approval, two plats must be prepared by a registered land surveyor; approved by the County Planning Department, Assessment Department, and the County Surveyor; and recorded with the County Records Department. Applicant is responsible for recording fees.

# MINOR PARTITION APPLICATION



Community Development  
601 State Street ~ Hood river, OR 97031  
P: 541-387-6840 F: 541-387-6873  
E: plan.dept@co.hood-river.or.us

Measure 49 Related?  Yes # \_\_\_\_\_  No      Application No. \_\_\_\_\_

I hereby certify that this information is correct to the best of my knowledge, signed: \_\_\_\_\_

## PARTITIONER INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
\_\_\_\_\_

## PARCEL OWNER INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Signature, if not partitioner: \_\_\_\_\_  
\_\_\_\_\_  
Email: \_\_\_\_\_

## ORIGINAL PARCEL INFORMATION

Township: \_\_\_\_\_  
Range: \_\_\_\_\_  
Section: \_\_\_\_\_  
Tax Lot: \_\_\_\_\_  
Acreage: \_\_\_\_\_  
Zone: \_\_\_\_\_  
Plan: \_\_\_\_\_  
Water: \_\_\_\_\_  
Sewerage: \_\_\_\_\_  
Irrigation \_\_\_\_\_  
Proposed Use: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## NEW PARCEL INFORMATION

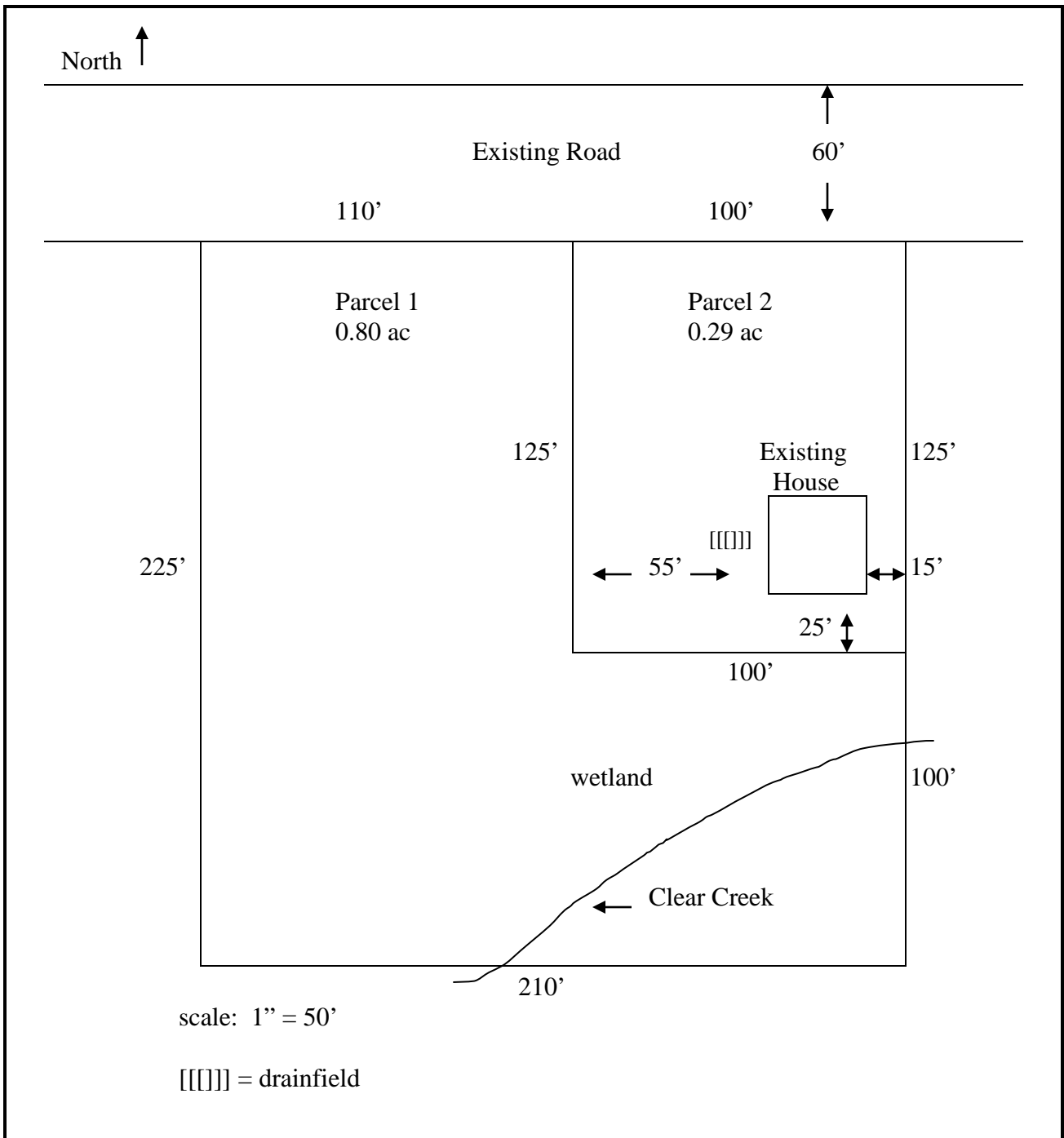
<u>Parcel 1</u>	<u>Parcel 2</u>	<u>Parcel 3</u>
Acreage: _____	Acreage: _____	Acreage: _____
Depth: _____	Depth: _____	Depth: _____
Width: _____	Width: _____	Width: _____

## (FOR OFFICE USE ONLY)

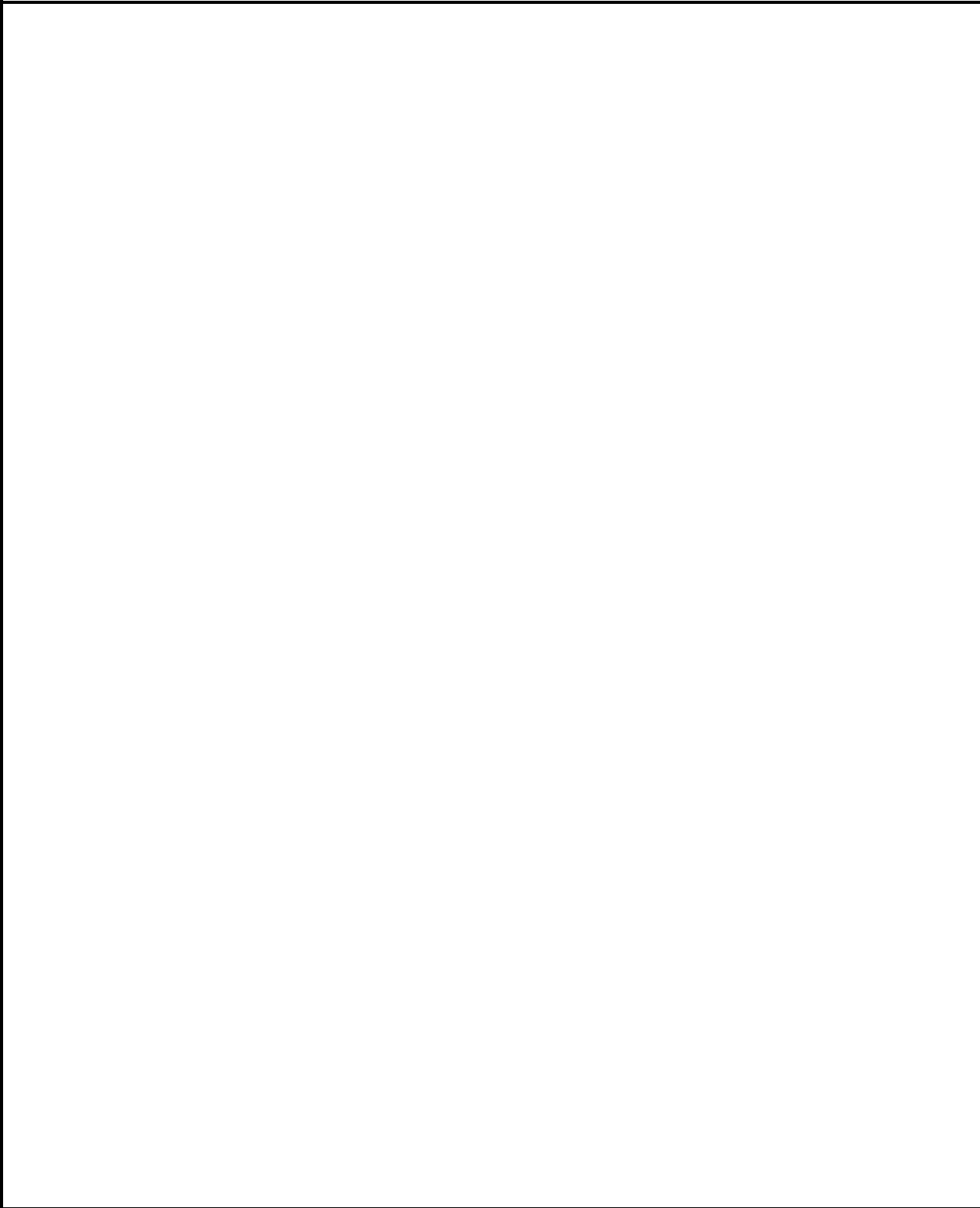
Tentative Approval: _____	Application Fee: \$ _____
Recorded: _____	PW Eng.: \$ _____
Plat Number: _____	Collected By: _____
	Date: _____

# EXAMPLE

## Tentative Site Plan for Minor Partition



## Tentative Site Plan for Minor Partition



- Required information for the site plan is listed under item 2 of the front page of this application.
- Site plan must be dark enough to photocopy. Dark ink is preferable.
- Larger site plans reduced to 8 ½ x 11 inches may be acceptable.
- An example is provided on the previous page.