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: ____________________________

ORIGINAL PARCEL INFORMATION
Township: __________________________
Range: ____________________________
Section: __________________________
Tax Lot: __________________________
Acreage: ________________________
Zone: ____________________________
Plan: ____________________________
Water: __________________________
Sewerage: _______________________
Irrigation ________________
Proposed Use: __________________

PARCEL OWNER INFORMATION
Name: ____________________________
Address: ___________________________
______________________________
Phone: ____________________________
Signature, if not partitioner: ______________
Email: ____________________________

NEW PARCEL INFORMATION
Parcel 1 Parcel 2 Parcel 3
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

North

Existing Road

110’

100’

Parcel 1
0.80 ac

Parcel 2
0.29 ac

125’

Existing

House

[[[]]]

55’

15’

25’

100’

wetland

100’

Clear Creek

210’

scale: 1” = 50’

[[[]]] = drainfield
- 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 $8\frac{1}{2} \times 11$ inches may be acceptable.
- An example is proved on the previous page.