



File No.: _____
Date Submitted by Applicant: _____
Date Deemed Complete: _____

TYPE I PERMIT APPLICATION

Single Family Dwelling/Duplex/Manufactured Home/Accessory Dwelling Unit

Applicant

Name: _____ Phone No.: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

Status: Owner Applicant/Agent

Note: If applicant, you must have owner's consent and signature.

Owner (if not applicant)

Owner's Name: _____ Phone No.: _____

Owner's Mailing Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

Location of Property

Address/Location: _____

Map & Tax Lot Number: _____

Present Use: _____

Proposed Use: _____

Type of Land Use Application applying for:

- Single Family Dwelling
- Duplex
- Manufactured Home*
- Accessory Dwelling Unit

***For Manufactured Homes:** *Roof. The manufactured home shall have a pitched roof with a slope not less than 3 feet in height for each 12 feet in width (14 degrees)*

Is this application filed in association with other land use permit applications?

- Yes
- No

Architectural Standards applies to all structures above 400 square feet

All new buildings, including accessory buildings (i.e. detached garages) that are larger than 400 square feet in footprint and/or over one story in height are required to meet all of the residential architectural design standards from Section 14.22.190 of the Cottage Grove Development Code.

Articulation

Does your building have some type of articulation (varying roof lines, offsets, balconies, pop-outs or recesses in building face) at a minimum of 30 foot intervals on all front, side, or rear building faces?

- Recess must have a minimum depth of 4 feet
- Extension must project a minimum of 2 feet and run horizontally for a minimum length of 4 feet
- Offsets or breaks in roof elevation must be 2 feet or greater in height

Are you applying to build an Accessory Dwelling Unit under 400 square feet?

- Yes (If yes, then the following does not apply, and you can skip to signature section on page 5)
- No

Use the checklist below to determine if your building meets the residential design standards. If you check yes for all the standards below, your building meets the standards.

How are you meeting Articulation?

- Stacked ridges or gables
- Shed roof
- Recessed entry
- Offset façade
- All of the above

Eyes on the Street:

Forty (40) percent of the front street facing façade (30 percent for manufactured homes) must be open and thirty (30) percent of any side or rear street facing façade must be open. If the structure is on an interior (mid-block) lot, the front street facing façade must comply with the “Eyes on the Street” standard. If the structure is on a corner lot both the front and side façades must comply with the “Eyes on the Street” standards. Front facades must also provide a visible entry. The “Eyes on the Street” standard can be met with any combination of windows, porches, balconies, and entryways (Garage doors do NOT count as an opening). The percentage is measured in lineal feet. See the diagrams on the following page for explanations of front and side façades and how to measure lineal feet. NOTE: DOES NOT APPLY TO PANHANDLE LOTS.

Does your building provide at least 40% opening on the front street facing façade?

- Yes

How? _____

- No

Does your building provide at least 30% opening on any side or rear street side facades?

- Yes

How? _____

- No
- N/A (Interior Lots ONLY)

Does your building provide a front entry that is visible from the street?

- Yes
- No

Detailed Design:

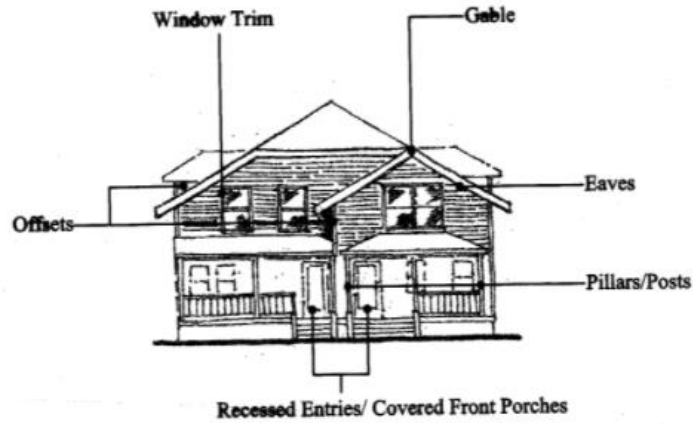
Your structure must provide at least six (6) “detailed design” features on each street facing wall. Make sure that you can check off a minimum of six (6) boxes below.

- Dormers
- Gables
- Recessed entries
- Covered porch entries or portico
- Cupolas or towers
- Pillars or posts
- Eaves (minimum 6-inch projection)
- Off-sets in building face or roof (minimum 16 inches)
- Window trim (minimum 3 inches wide)
- Bay windows
- Balconies
- Decorative patterns on exterior finish (e.g., scales/shingles, wainscoting, ornamentation, and similar features)
- Decorative cornice or pediment (e.g., for flat roofs)
- Decorative windows
- An alternative feature providing visual relief, similar to options a.-n., as approved through Site Design Review.
- Other _____

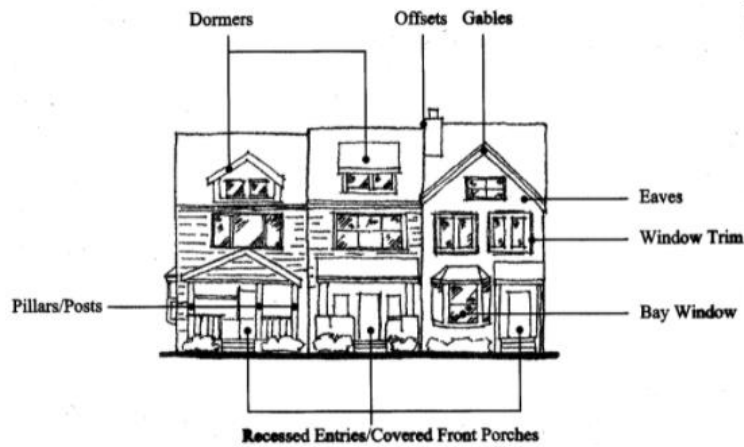
See page 4 for examples:

Figure 14.22.190.C(2) - Examples of Architectural Elements (illustrative only)

Example 1



Example 2



Example 3



Signature

I hereby request a Type I Permit on the above described real property, which is either owned by or under contract of sale to the applicant, and is located within the City of Cottage Grove, Oregon.

I hereby acknowledge that this application is not considered filed and complete until all of the required information has been submitted as determined by the Community Development Director and all required fees have been paid in full. Once the original application is submitted, Staff has 30 days to determine whether an application is complete. Within 30 days a letter will be mailed to you either deeming the application complete or requesting additional information. If additional information is requested you have 150 days to either: submit the missing information, submit some of the information and written notice that no other information will be provided, or submit a written notice that none of the missing information will be provided. Once your application is deemed complete, staff will have 120 days to complete the processing of your application. (ORS 227.178)

Property Owner:	Applicant:
Signature: _____	_____
Name: _____	_____
Date: _____	_____

Office Use Only

Date Application Received: _____ Initials: _____

Date Application Complete: _____ Initials: _____ Applicant Notified of
Completeness: _____

Fee Paid: _____ Receipt No. _____ Initials: _____