



**STANDARDS REVIEW  
Water Quality (/WQ) Overlay Zone**

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541) 682-5377, 99 West 10<sup>th</sup> Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.			
Assessor's Map	Tax Lot	Existing Zoning	Acreage

Site Address(es): \_\_\_\_\_

Existing Use of Property: \_\_\_\_\_

Proposed Use of Property: \_\_\_\_\_

Which of the following uses is being requested that requires a standards review pursuant to EC 9.4780(3)?

- (a) Construction of private water quality improvements
- (b) Realignment or reconfiguration of channels and pond banks
- (c) Construction of public improvements
- (d) Construction of a private stream crossing
- (e) Construction of a private street and related utilities
- (f) Construction of new underground utilities
- (g) Construction of water dependent structures and uses
- (h) Non-emergency repair or stabilization of slope or channel bank

Associated pending Land Use Application or Building Permit numbers: \_\_\_\_\_

**Filing Fee**

- A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at [www.eugeneplanning.org](http://www.eugeneplanning.org)

## **Application Preparation Requirements**

- Pursuant to EC 9.8472 Standards Review – Application Requirements, the application must be prepared and certified by one or more of the following professionals, unless waived by the planning director:
1. Oregon licensed architect;
  2. Oregon licensed civil engineer;
  3. Oregon licensed landscape architect; or
  4. A professionally trained botanist, biologist, ecologist or geomorphologist or a creek restoration specialist with a bachelor's degree in the subject field and at least 5 years of applied experience in botany, biology, ecology, geomorphology or a closely related field.

## **Submittal Requirements**

Provide 3 paper copies and one CD copy of all application materials (i.e. written statement, site plans, etc.) in pdf format at the time of initial submittal. Please note that it is the applicant's responsibility to make sure that the CD and paper copies are identical. Following completeness review, an updated CD and additional paper copies may be required. All site plans must be folded to a size equal or less than 11" x 17".

## **Written Statement**

- Submit a detailed written statement describing how this request is consistent with all applicable standards (see Sections 9.4780(3), Uses Subject to Standards Review, EC 9.4790 Development Standards, and the standards review provisions beginning at EC 9.8460 of the Eugene Code). Please note: it is the applicant's responsibility to provide adequate information demonstrating how the project satisfies the applicable approval standards. Failure to provide such information may result in a denial of the application.
- When required by EC 9.4780(3), submit a certification signed by a professional referenced in EC 9.4782(2) that, based on the city's Water Quality Function Rating System, the realignment will result in a water quality function rating equal to or greater than previously existed.

## **General Site Plan Requirements**

- List all professional representatives, as required in Eugene Code Section 9.8472, on the cover sheet. Plans should also include certification/license stamps on applicable sheets.
- Show the date, north arrow, and Assessor's Map and Tax Lot numbers on the site plan.
- The site plan must be prepared at a scale sufficient for showing the details as described below, using a standard engineer's scale.
- Show a vicinity map on the site plan (vicinity map does not need to be drawn to scale).
- Show parcel lot lines and dimensions of the subject property and those abutting the site.
- Show the footprint and location of existing and proposed buildings and other structures. Indicate whether the existing structures will remain or be removed.

Show existing and proposed contours at one of the following intervals *and must be based on City Bench Mark (North American Vertical Datum of 1988 (NAV 88)). The City Bench Mark used must be noted on the plan.*

Indicate bench mark used.

- One-foot contour intervals for ground slopes up to five percent.
- Two-foot contour intervals for ground slopes between five and ten percent.
- Five-foot contour intervals for ground slopes exceeding ten percent.

Delineate the following information, on the site plan, from the adopted Water Quality Waterways Map:

- The waterway channel and applicable setback
- The setback measurement point (waterway centerline or top of high bank)
- The /WQ Management Area

Provide elevation and/or cross section drawings that demonstrate how proposed improvements (meet the applicable standards beginning at EC 9.4790.

Show existing and proposed streets, parking, walkways, and other impervious surfaces. Indicate proposed paving material.

Show the width and location of all existing and proposed public and private easements.

Show existing and proposed utilities.

Show existing and proposed stormwater improvements, demonstrating compliance with applicable stormwater development standards of EC 9.6790 through EC 9.6797.

Show all proposed grading for streets, building areas, and other proposed development; show location of any proposed fill or excavation.

Show any areas excluded from the lot's Water Quality Management Area pursuant to EC 9.4778.

### **Resource Sites and Other Natural Features**

*The following information is needed for contextual information rather than substantive information subject to the Adjustment Review process. The applicant is responsible for addressing other applicable regulations specific to the designations of the following.*

List any rare, threatened or endangered plants (those that are proposed for listing or are listed under State or Federal law), found on the development site, and indicate whether those occur within the area of proposed disturbance. Show the area of proposed disturbance (e.g. area of grading, vegetation removal).

Indicate any other wetlands identified on the Eugene Local Wetland Inventory.

Indicate any other wetland buffer or waterway overlay zones (i.e. /WB and /WR).

Indicate any other areas designated as natural resource areas in any City-adopted natural resource inventory.

Show the location, species and size of all existing and proposed vegetation.

- Indicate location and means of ensuring adequate protection for newly planted conservation areas (e.g. irrigation, temporary fencing, etc.).
- Show means of protecting existing vegetation outside of the area of disturbance and within /WQ management areas.
- Show the “critical root zones” (as defined in Eugene Code Section 9.0500) for trees to be preserved within the /WQ management area, and provide supporting information that preserved trees will not be impacted so as to constitute “tree removal” as defined in Eugene Code Section 9.0500.

**Water Quality Function Rating System**

*When EC 9.4780(3) requires the submittal of a certification, report or determination based on the City’s Water Quality Function Rating System, the following provisions apply.*

- In addition to the general site plan requirements stated above, include the following:
  - Show existing uses or activities within the lot’s Water Quality Management Area, including the dimensions and area of those uses or activities (field or aerial photo verified).
  - Show existing uses on the lot location outside, and within 50 feet of, the Water Quality Management Area (field or aerial photo verified).
  - Show existing trees, shrubs, and other low-level plantings (e.g. forbs, grasses, rushes and ferns) within the lot’s Water Quality Management Area, including extent of cover, species compositions, and distribution (verified with site photo looking up or downstream at the waterway or aerial photo.)
  - Location of existing indicators of streambank instability and streambed downcutting (field verified) on the lot, if applicable.
- As part of a Water Quality Function Rating System certification, report or determination, the preparer shall submit a completed Water Quality Function Rating Table. The Table shall use the methodology prescribed by Administrative Order No. 58-09-07-F.
- As part of a Water Quality Rating System certification, report or determination, the preparer shall submit a written report based on the site plans and Water Quality Function Rating Table certifying that after the proposed use, activity or adjustment is in place, there will be a water quality function rating equal to or greater than that which existed before the use, activity, or adjustment.

**Supporting Analysis and Documents**

- The applicant is responsible for meeting State/Federal wetland requirements. Submit a wetland determination and a letter of acceptance of the determination from the Oregon Division of State Lands (ODSL) and if necessary, a wetland delineation report for potential wetlands identified on the Eugene Local Wetlands Inventory (LWI) maps, West Eugene Wetlands Plan (WEWP) maps, Wetland Determination reports, or other sources which indicate the potential presence of wetlands.
- Submit a legal description of property/(ies) for which the Standards Review is requested. This legal description must be typed on an 8½" x 11" white sheet of paper (no letterhead) so that it is suitable for recording. Prior to approval, a performance agreement will be required and recorded pursuant to E.C. 9.7025, Performance Agreements.

- Additional information may be necessary depending upon individual site conditions, to demonstrate compliance with applicable development standards beginning at **EC 9.4790**. Such additional information may include more detailed information on vegetation, soils, hydrology, slopes and lighting.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

**OWNER** (Also the Applicant?  Yes /  No):

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Signature: \_\_\_\_\_

**APPLICANT**  / **APPLICANT'S REPRESENTATIVE**  (Check one):

Name (print): \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ E-mail (if applicable): \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature: \_\_\_\_\_

**APPLICANT'S REPRESENTATIVE**  / **DESIGNATED CONTACT PERSON**  (Check all that apply):

Name (print): \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ E-mail (if applicable): \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature: \_\_\_\_\_