



Community Development Department
PO Box 2460
16345 Sixth Street
La Pine, Oregon 97739
Phone: (541) 536-1432, Fax: (541) 536-1462
Email: info@ci.la-pine.or.us

Site Plan Application

File Number #

Table with 2 columns: Fee Range and Fee Amount. Rows include: Fee: Less than 1,000 sq ft (Fee: \$ 1,100.00), Fee: 1,001 to 5,000 sq ft (Fee: \$ 2,000.00), Fee: 5,001 to 10,000 sq ft (Fee: \$ 3,500.00), Fee: More than 10,000 sq ft (Fee: \$ 4,000.00)

PROPERTY OWNER AND APPLICANT INFORMATION

Applicant Name valentine Investments LLC Phone 541-848-7163 Fax None
Address 53170 Riverview Drive City La Pine State OR Zip Code 97739
Email gtavares.lapinerealty@gmail.com
Property Owner valentine Investments LLC Phone 541-306-0756 Fax None
Address 53170 Riverview Drive City La Pine State OR Zip Code 97739
Email lisa.tavares.lapinerealty@gmail.com

PROPERTY DESCRIPTION

Property Location (address, intersection of cross street, general area) 51455 Huntington Road La Pine OR 97739
Tax lot number: T-15 R-13 Section Tax Lot(s) 700
Zoning LPTC Total Land Area .29 (Square Ft.) 12,640 (Acres)
Present Land Use vacant Land
Describe Project (i.e. type of use, hours of operation, other project characteristics): office Building

PROJECT DESCRIPTION

Please give a brief description of the project: 2520 square foot stick built commercial office building with parking and landscape



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PROFESSIONAL SERVICES

Architect-Log Rythms Inc-Greg Steckler Designer-Guy Tavares

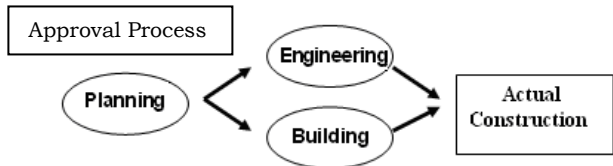
Know/ledge Engineering-Ben Ewing Mae Engineering

Architect/Designer/Engineer Phone Fax
Address City State Zip Code
Email ben@kl-engineering.com

FOR OFFICE USE ONLY

Date Received:

Rec'd By:



CHECKLIST

REQUIRED ITEMS TO BE SUBMITTED FOR SITE AND DESIGN REVIEW.

Note: additional information may be required depending on the actual project.

- Complete Application. The application must be signed by the property owner and the applicant.
Burden of proof statement, three (3) copies addressing approval criteria.
Title Report or Subdivision Guarantee verifying ownership, including legal description of land.
Fee Schedule (please see attached).
Site and Landscape plan; Building Elevations; seven (7) full sized copies of each which must be folded individually, or in sets to 8 1/2" X 11" in size and 1 reduced (8 1/2 by 11 or 11 by 17) copy.
Floor plans, three copies for each building which must be folded individually, or in sets to 8 1/2" X 11" in size, plus 1 reduced (8 1/2 by 11 or 11 by 17). Include the class of construction.
Vicinity map.
Trip Generation statement prepared by a professional transportation planner or equivalent. 5 copies, Note: if more than 200 ADT result (or at the discretion of the City Engineer), a Traffic Impact Study may be required.
Preliminary Grading and Storm Drainage Plan. 3 copies (11" x 17")
Fire Flow Analysis
CD or electronic version of submittal items (Word, Jpeg or PDF)



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SITE PLAN

- Project name, scale (not to exceed 1" = 50'), north arrow.
- Date the site plan is prepared.
- Street names and locations of all existing and proposed streets, curbs, and sidewalks within or adjacent to the proposed development. Show distance to centerline of street.
- Zoning of each adjacent property.
- Square footages by use – existing and proposed (storage, office, meeting, etc.)
- Percentage of lot coverage and square footage by;
 - a) structures
 - b) recreation areas
 - c) landscaping
 - d) non-permeable surfaces (including parking areas, access aisles)
- Total number of parking spaces (existing and proposed).
- Total landscaped area square footage (existing and proposed).
- All vehicle and pedestrian access points and paths.
- Location of all proposed and existing buildings, fences and structures within the project area. Indicate which ones are to remain and which are to be removed.
- Location and size of all public utilities in and adjacent to the site, including:
 - a) Water lines and meter sizes.
 - b) Sewers, manholes and cleanouts.
 - c) Storm drains and catch basins.
- The proposed location of:
 - a) Connection to the City water system.
 - b) Connection to the City sewer system.
 - c) The proposed method of drainage of the site.
 - d) Postal box locations, if more than 7 units are proposed.
- Location of existing canals and laterals.
- Retention of on-site drainage.
- Existing easements on the property.
- Location and size of any public areas within the development.
- All fire hydrants, existing and proposed, within 500 feet of the site.
- A topographic map of the site if the slope of the site exceeds 5%.
- Locations of all existing natural features including trees, natural drainage ways, rock outcroppings, et cetera.

BUILDING ELEVATIONS

- Drawings or sketches of all four views of each new structure.
- Building materials, colors (fascia, doors, trim, etc.), pitch of roof, shape and other design features of the building(s).
- All exterior mechanical devices.

LANDSCAPE PLAN (may be included on the site plan for smaller projects)

- Tree and plant species.



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- Tree and plant sizes (new only).
All trees having a six-inch trunk diameter 3' above grade or greater shall be shown on the landscape plan.
Location/placement of existing and proposed vegetation to be retained, planted or removed.
Approximate location of irrigation lines, and type of irrigation system to be used.

FLOOR PLAN

- All significant rooms within each structure; label or number rooms, including square footage for each room.
Electrical / mechanical equipment areas.

LIGHTING PLAN

- All exterior light locations.
Brochure, illustration, cut sheet or photo for each light fixture type to be used.

By signing this application, the undersigned certifies that he / she has read and understands the submittal requirements stated above. Note: if the applicant makes a misstatement of fact on the application regarding ownership, authority to submit the application, acreage, or any other fact material relied upon in making a decision, the City may upon notice to the applicant and subject to an applicant's right to a hearing declare the application void.

Owner: Guy Tavares Date: Jun 7, 2023 | 1:41 PM PDT
Applicant: Lisa A Tavares Date: Jun 7, 2023 | 1:37 PM PDT