Crook County Planning Department
300 NE 3rd Street, Room 12, Prineville Oregon 97754
Phone: 541-447-8156 / Fax: (541) 416-2319
Website: www.co.crook.or.us / Email: plan@co.crook.or.us

FEE: $2200.00

RECORD No. 217 - PLNG

Conditional Use – Golf Course
(Incomplete applications will not be accepted)

NOTICE TO ALL APPLICANTS

The Crook County Planning Department is required to review all applications for accuracy and to determine whether the staff and/or Planning Commission have the information needed to make a decision. County Ordinances allow the County 30 days to determine whether the application is complete. If the Planning Department determines that your application is incomplete, you will be requested, in writing, to provide the necessary missing information, and a decision on your application will be postponed until the information is received. State Law requires that information to support an application be available for public inspection at our office 20-days before a public hearing. Any information submitted after this date may require a postponement of the hearing date if necessary. Please make sure your application is complete. The burden of proof lies with the applicant.

PROPERTY OWNER

Last Name: ___________________________ First Name: ___________________________
Mailing Address: ___________________________
City: ___________ State: ___________ Zip: ______
Day-time phone: (___) ______-______ Cell Phone: (___) ______-______
Email: ___________________________

AGENT/REPRESENTATIVE

Last Name: ___________________________ First Name: ___________________________
Mailing Address: ___________________________
City: ___________ State: ___________ Zip: ______
Day-time phone: (___) ______-______ Cell Phone: (___) ______-______
Email: ___________________________

PROPERTY LOCATION

Township ___ South, Range ____ East WM, Section _____, Tax lot _______
Size of property: ________ acres Zoning: _______
Physical address: ___________________________

Conditional Use – Golf Course – Updated December 30, 2014
Please describe your request in detail:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Adequacy of Public Services, Water and Site Safety

Road access, fire and police services and utility systems (i.e. electrical and telephone) are adequate for the use.

Describe what access the property has to public roads. Describe the number of trips per day you believe would be made by residents of the dwelling(s).

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

a. The proposal is for a single-family residence will be located _______________ (road name).

To help County staff make a proper determination of traffic impact, please list the number of dwellings or uses currently taking primary access from the road. (For example, 10 residences, 2 businesses, etc.)

Number of residences: _______
Number of businesses: _______

b. The subject road is a:

_____ State Highway     _____ County Maintained Road
_____ Public Road, not maintained by the county (*)
_____ Private Road (*)

NOTE: (*) If it is public or private road, submit recorded easement that shows access to and across the subject property to public roads. In addition, submit a drawing
showing the recorded right-of-way widths across the private portion of road to the subject property.

c. The subject road is designated as a:
   _____ State Highway    _____ Arterial
   _____ Collector        _____ Local
   _____ Partition Road   _____ Easement Road
   _____ Other: ____________________________

d. What is the width of the subject road right-of-way:
   ______ feet

Do you currently have a “Road Maintenance Agreement” for the subject road?
Yes _____ No _____

If yes, provide a copy of a recorded road maintenance agreement.

2. If no, why not?
   __________________________________________
   __________________________________________
   __________________________________________

Describe what your source of domestic drinking water will be. If proposing an individual well, submit a minimum of two surrounding well logs from the nearest properties.

   __________________________________________
   __________________________________________
   __________________________________________

Describe how fire protection will be provided to the property. If the subject property is located outside of the Crook County Fire Department Fire Protection District indicate how you would provide protection, including water source and fire prevention.

   __________________________________________
   __________________________________________
   __________________________________________
WILDLIFE WINTER RANGE

When the lot or parcel on which the non-farm dwelling will be sited lies within an area designated in an acknowledged comprehensive plan as habitat for big game, the siting of the dwelling must be consistent with the limitations on density upon which the acknowledged comprehensive plan and land use regulations intended to protect the habitat are based.

The "Wildlife Winter Range" section needs to be completed by ODF&W. A signature and comments are required.

1. Is the subject property located within a "Winter Wildlife" overlay zone? Yes ____ No ____

2. If yes, please check the appropriate box(s):
   _____ Critical Deer Winter Range
   _____ General Deer Winter Range
   _____ Elk Winter Range
   _____ Antelope Winter Range

ODF&W Signature: ____________________________ Date: __________________
Print Name: ________________________________

Comments:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
IRRIGATION WATER RIGHT

Please indicate the location of all existing water rights, number of acres, and proposed division of water rights. If you don’t have irrigation water rights, please answer questions A, D and E.

If the property has irrigation water rights, who is the supplier:

_________________ Central Oregon Irrigation District:
Phone (541) 548-6047 / Fax (541) 548-0243
Address: 1055 SW Lake Ct, Redmond, OR 97756

_________________ Ochoco Irrigation District:
Phone (541) 447-6449 / Fax (541) 447-3978
Address: 1001 N Deer Street, Prineville, OR 97754

_________________ Water Resources Department:
Phone (541) 306-6885 / Fax (541) 388-5101
Address: 231 SW Scalchouse Loop, Bend, OR 97702

_________________ People’s Irrigation District: Phone (541) 447-7797

_________________ Other: _______________________________________________________

Does the property have irrigation water right? Yes ____ No _____
If yes, what is the amount of acres of irrigation water right? ________ acres
Amount of water right acres to be transferred? _________________ acres
Is there an irrigation ditch and/or an underground pipeline that runs through the property? Yes ____ No _____
Is there a distribution point for irrigation located on the property? Yes ____ No _____

Watermaster Signature: ___________________________ Date: __________
Print Name Clearly: ________________________ Phone: ______________

Irrigation District Signature: ___________________________ Date: __________
Print Name Clearly: ________________________ Phone: ______________

COMMENTS:
_____________________________________________________
_____________________________________________________
_____________________________________________________
_____________________________________________________
_____________________________________________________

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SIGNATURES

I agree to meet the standards governing the laws for Subdivision and PUD’s as outlined in the State of Oregon’s OAR, ORS, Crook County Code, and Crook County – Prineville Comprehensive Plan. I agree that all the information contained in this application is true to the best of my knowledge.

Property Owner Signature: ___________________________ Date __________
Print name: ___________________________

Property Owner Signature: ___________________________ Date __________
Print name: ___________________________

Agent/Representative Signature: ___________________________ Date __________
Print name: ___________________________
(Nota: If agent/representative is submitting your application on behalf of the property owner, the “Letter or Authorization” form must be completed and attached to this application)

Detailed Plot Plan Requirements

The detailed “Plot Plan” must be drawn on at least 8 ½ x 11 paper, but no larger than 8 ½ x 14.

A plot plan must be drawn to scale, and all dimensions and boundaries must be shown.

The detailed “Plot Plan” must include the following:

- Scale of map – not greater than one inch per 400 feet.
- North arrow.
- Dimensions and boundaries of the property.
- Location of all easements and names, and the right-of-way widths of existing roads and easements or right-of-way for any proposed roads, utilities, bikeways, and access corridors.
- If the parcel or lot has irrigation water right, indicate the area of the water right with the number of irrigated acres. In addition, submit a copy of a water right map from the district.
- Names and locations of all roads adjacent to the property.
- Location of well or water source on your property. In addition, indicate the distance from water source to nearest point of septic system drain field and/or replacement drain field area.
- Location of septic system test holes used for the site evaluation during the feasibility process. In addition, the location of the proposed septic tank, drain field and replacement drain field that shows the dimensions and spacing of the leachlines. Further, indicate the distance from the septic tank and septic system to the property lines.
- Location, size and intended use of all structures, existing and proposed.
- Location of driveways or other roads on the property, existing and proposed.
- Location of all public utility easements. In addition, attached copies of the recorded utility easement that indicates easement width.
- Distance (setbacks) from all structures to all property lines.
- Location of all major features (canals, irrigation ditches, rock ledges, etc).
- Location of rimrock, if applicable.
- Location of all drainage, creeks, springs, etc., with distance to the proposed development site.
- Layout of proposed golf course, cart paths, commercial structures, etc.

Additional Information or Analysis Addressing the Criteria.

Attach information or analysis which you believe demonstrates compliance with the requirements of Title 18, Chapter 18.144 – Aggregate Resource Sites of the Crook County Code.

APPLICATION REQUIREMENTS / CHECK LIST
- A completed application form with the appropriate signatures.
- A copy of the Tax Lot Card. (Available from the Crook County Assessor) (If the subject Parcel or Lot is located within a legally recorded subdivision, a tax lot card is not required.
- A copy of the earliest deed or contract that describes the property in its current configuration. (Available from the Crook County Clerk’s Office.
- Submit the correct application fee.
- A copy of the current owners Warranty Deed.
- Signature and comments from ODF&W regarding Wildlife Winter Range.
- A signed copy of a “Statement of Understanding” (Form A)
- A copy of the irrigation map for the area and historical water rights information on the subject property. (Available form the Irrigation District)
- A letter from the electric utility serving the area affirming the ability to serve the proposed golf course.
- A letter from any other appropriate utilities affirming their ability to serve the proposed golf course; i.e. phone, gas, cable, etc.
A letter from the Fire District or other entity affirming that the district or entity is able to serve the proposed dwelling. If you are not in a fire protection district, provide a fire protection plan including water source and fire prevention.

A letter from the supplier of your domestic drinking water affirming the supplier’s ability to provide water. Or, if you are drilling a new well, provide at least two well logs for wells developed in the area showing water is available or a letter to that effect from the Oregon Water Resources Department, Bend, OR. (Phone: 541-388-

A detailed “Plot Plan” of the subject property. (See below for detailed information)

A copy of an approved “Site Evaluation” for a golf course. (Available from the Crook County Environmental Health Department.)

An approved Road Access Permit if applicable, from either the Crook County Road Department (County Maintained Roads, Oregon Department of Transportation (State Highways)

SUPPLEMENTAL INFORMATION

The information requested in this application is the minimum information necessary for a golf course. This application requests information that will assist Crook County planners in evaluating whether your proposal meets these criteria. Failure to complete applicable portions of this application form may result in the County not accepting your application or denying your application for failure to demonstrate that the criteria have been met. The County can assist you by proving such information from the Crook County Assessor, Crook County Clerk’s Office, and the Crook County GIS Department. However, the burden of proof lies on you, the applicant, to demonstrate that the criteria have been met. In many cases, you may wish to provide information in addition to that requested to support your application.

APPLICABLE CRITERIA

Title 18, Chapter 18.160 – Conditional Uses
(Applicable zones: EFU1, EFU2, EFU3, RRM5, SR1, SRM1)
AUTHORIZATION FORM

Let it be known that ________________________________

(Print name clearly)

has been retained to act as my authorized agent to perform all acts for development on my property noted below: These acts include: Pre-application conference, filing applications and/or other required documents relative to all Permit applications.

Physical address of property: __________________________________________, and described in the records of CROOK COUNTY as:

Township _____ South, Range _____ East, Section _____, Tax lot _____

Township _____ South, Range _____ East, Section _____, Tax lot _____

The costs of the above actions, which are not satisfied by the agent, are the responsibility of the undersigned property owner.

PROPERTY OWNER (Please Print Clearly)

Signature: ____________________________ Date: ______________

Print Name: __________________________________________

Mailing address: _______________________________________

City: __________________________ State: ___________ Zip: ___________

Home Phone: (____) ______-______ Cell Phone: (____) ______-______

Email: __________________________________________

Individual(s)

Corporation;

Limited Liability Corporation;

Trust
IMPORTANT NOTE: Indicate whether property is owned in individual name(s), or by a business or other entity (e.g. Corporation, Limited Liability Company; or Trust). If property is owned by an entity, include names of all authorized signers. For Example:

If the owner is a Corporation, Limited Liability Corporation or Trust, the following information is required as part of this form.

If a Corporation ~ please provide the name of President or other authorized signor(s).
If a Limited Liability Corporation ~ provide names of ALL members & managers.
If a Trust ~ provide the name of current Trustee(s)

In addition, you will need to include a copy of Bylaws (Corporations); an Operating Agreement (Limited Liability Company); or Certificate of Trust (Trusts) that verifies authority to sign on behalf of the entity.

AGENT

Signature: _____________________________ Date: ______________

Print Name: ____________________________

Mailing address: ____________________________

City: __________________ State: ___________ Zip: ____________

Home Phone: (___) _____ - ________ Cell Phone: (___) _____ - ________

Email: ________________________________
FORM B

STATEMENT OF UNDERSTANDING

I wish to develop the property described as Map Tax Lot No. ________________ in a way that requires permits from Crook County, including land use approval, a septic site evaluation and/or septic permits, and building and supplemental construction permits.

I understand that State law does not allow Crook County to issue a septic or building permit before the County has determined that the proposed development complies with all County land use regulations.

In addition, in making this request, I understand and agree that:

No other permits will be issued until the land use permit has been granted.

The land use permit may not be granted if the required approval criteria are not met.

If the land use permit is not granted, the other permits applied for will not be issued.

If the land use permit is not granted, no refund will be given for any land use, site evaluation, plan review or permit fees already paid.

Property Owner Name: ____________________________________________

Mailing Address: _________________________________________________

City: __________________ State: ___________ Zip: ________________

Property Owner Signature: __________________________ Date: __________

Property Owner Signature: __________________________ Date: __________
IF YOUR PROPERTY HAS OR WILL HAVE ANY OF THE FOLLOWING ITEMS ON IT YOU MUST SHOW WHERE THEY ARE LOCATED:

- Size & Location of Proposed Structure
- Well
- Entire Driveway and Access Location
- Utility/Water lines

- All setbacks incl. distances to property lines & other structures
- Location of septic tank, drainfield and approved reserve area
- ALL roads abutting property
- NORTH indicator

- ALL Easements (public/private)
- Property Dimensions
- Location of ALL creeks, streams, ponds, springs, fences
- Location of ALL irrigation water rights and/or canals

8 1/2" X 11" Plan does NOT have to be to scale and may be drawn by hand as long as it is legible. Show distances from all items indicated above to proposed structure(s).

- NOT TO SCALE -