



City of Woodburn
Community Development Department
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Woodburn, OR 97071
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OFFICE USE ONLY File Number(s): PP _____
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Application Packet for a Phasing Plan Permit

Visit the City of Woodburn [Planning webpage](#) for the most current forms and applications.

General Information:

The purpose of a Type III Phasing Permit is to allow phased construction of development while meeting the standards of the [Woodburn Development Ordinance](#) (sections 2 and 3), while providing fully functional phases that develop in compliance with the tentative approval for the development.

Fee: see the [planning fee schedule](#) online

Required Submittals:

- Electronic versions of all application materials, which can be sent via zip folder in email or saved on a flash drive.
- [Uniform Application](#) – one completed copy. In the case of multiple applications, only one Uniform Application form need be submitted.
- Phasing Plan (Three printed copies and one digital copy) The Phasing Plan must show the boundaries of all development phases and the proposed timeline for development of each phase, and the improvements tied to each phase.
 - a. The proposed phasing of development shall insure that individual phases will be properly coordinated with each other and can be designed to meet City development standards.
- Narrative demonstrating compliance with the criteria of the [Woodburn Development Ordinance](#) (One printed copy and one digital copy)
- Latest recorded deed(s) for the subject property, or the recorded sales contract (One copy.)

Prior to deeming an application complete, the Director may request additional information.