Phone: (503) 397-1501 Fax: (503) 366-3902

STEPS TO FOLLOW FOR ACQUIRING PERMITS:

Step 1	PLANNING				
•	Talk to a Planner regarding	Land Use Act ion?	Land Use Act ion	Go to Step 2	
	zoning and permitted uses.	(See Lan d Use Fee Schedu le)	Appr ove d	<u> </u>	
0.	OFFIC				
Step 2	SEPTIC	Lot Evaluation	Call annual of fair	0-4-040-	
	Apply for a scientific	\$601.00	Soil approved for specific type of septic system	Go to Step 3 a	
	evaluation of your soil	\$601.00	specific type of septic system		
Step 3	The following can be applied for simultaneously: SEPTIC				
	a. Apply for a septic	Septic Permit	Septic Permit	Go to Step 3b	
	construction permit	\$860 - \$1,266	Issued		
		_			
	ROADS b. Apply with LDS <u>or</u> Road Dept. for	Permit	Road Access Approved	Go to Step 3c	
	Road Access Permit - \$50	Issued	Submit sign-off by Road Dept.	Go to Step 30	
	(Road Department: 503-397-5090)	Issueu	or		
	(Noda Bepartment: 000 007 0000)		Talk to Road Dept. about posting a		
			\$2,000 deposit prior to a building		
			final.	Go to Step 3 c	
	FIRE DEPA RTMENT		Submit copy of receipt to LDS		
	c. If your driveway is over 150 feet,	Access Approved			
	contact your local fire department to			Go to Step 4 a	
	determine if your acces s is suitable	Temporary Access Approved			
	for Fire Service equipment	submit sign-off by Fire Depar tment			
	DIII DING				
Step 4	BUILDING	Submit Plans for Review			
	 a. Apply for building permit specific to your project(s) 		Plans	Go to Step 4 b	
	to your project(s)	2 sets of scaled drawings (3 sets-commercial)	Approved	G0 t0 Step 4 b	
		Fees vary depending on project	Approved		
		r ees vary depending on project			
	b. County to issue building permit	Building Permit Issued		Go to Step 5	
		Fees vary depending on project			
Step 5	ELECTRICAL	Electrical Permit Issued			
	Apply for Electrical Permit				
	Electrical permit must be taken out	Fees vary depending on project			
	by either the owner or the electrical contractor doing the work				
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