LAND USE APPLICATION - TYPE I PROCESS

Address:
Street
Apartment/Unit #

Tax Lot ID: 
Zoning: [ ] R2.5  [ ] R5  [ ] R7.5  [ ] NC  [ ] C1  [ ] C2  [ ] M1  [ ] M2

General Project Description:

Applicant Name: 
Mailing Address: 
Street
Apartment/Unit #

Email Address: 
Phone: ( ) - 
Signature:

If Different Property Owner:
Mailing Address: 
Street
Apartment/Unit #

Email Address: 
Phone: ( ) - 
Signature:

Permit(s) Requested and Fees

<table>
<thead>
<tr>
<th>Permit Type</th>
<th>Fee</th>
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<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Residential – New Structure; Remodel/Alteration (Multi-family fee is per unit)</td>
<td>$430</td>
<td>☐ Sign on Building (New)</td>
<td>$175</td>
</tr>
<tr>
<td>☐ Commercial/Industrial – New Structure; Remodel/Alteration</td>
<td>$430</td>
<td>☐ Sign Replacement</td>
<td>$25</td>
</tr>
<tr>
<td>☐ Demolition</td>
<td>$101</td>
<td>☐ Sign Temporary in ROW</td>
<td>$25</td>
</tr>
<tr>
<td>☐ Accessory Structure (over 200 sq ft)</td>
<td>$100</td>
<td>☐ Fence</td>
<td>$81</td>
</tr>
<tr>
<td>☐ Lot Line Adjustment</td>
<td>$400</td>
<td>☐ Other___________________</td>
<td>$</td>
</tr>
<tr>
<td>☐ ROW Permit (culvert/driveway)</td>
<td>$230</td>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>

Property Description

BUILDINGS: Lot Size: _______ [ ] SF [ ] Acre  Corner Lot? [ ] Y [ ] N  Alley? [ ] Y [ ] N
Lot coverage: _____ sf _____%  Parking spaces: _____ Exiting Structure Size(s): __________
Subdivision Name/Lot #:  Flat Plat Approved? [ ] Y [ ] N  Variance File:

DEMO PERMITS ONLY: Was the residential facility constructed before January 1st, 2004? [ ] Y [ ] N
FENCE PERMITS ONLY: Height in feet: Side Yard: _____ Front Yard _____ Rear Yard
Clear Vision Standard Met Chap 16.160, NA in C1 Zone: [ ] Y [ ] N

SIGNS: Dimension of sign: [ ] _____ ft high x ____ ft wide x ______ ft depth  How many existing signs on site: _____
Type: [ ] sandwich board  [ ] monument  [ ] pole [ ] attached to building  Will lights be used? [ ] Internal [ ] External

ROW Bond: [ ] Rock <16” less than 20’ $200 [ ] Driveway over 20’ $500  [ ] Asphalt/concrete <16” less than 20’ $600
Information to Include with Your Application

- Application
- Fee
- Completed Criteria Checklist (for review of plans)
  - Site plans drawn to scale; one hard copy and PDF document (flash drive or email/file share). Plans should show:
    - All property boundaries of the property, including adjacent roads
    - If applicable location of signs, and area dimensions of the same
    - Location, number, dimensions, setbacks, and types of existing and proposed structures.
    - Location, number, dimensions, and types of existing and proposed lighting
    - Elevation of structures including height and width.
- Clean Water Services, Service Provider Letter or determination that letter is not needed from CWS website: [https://www.cleanwaterservices.org/documents-forms/pre-screen-form/](https://www.cleanwaterservices.org/documents-forms/pre-screen-form/) (residential additions and lot line adjustments only)
  
  *After initial review, the City may require additional information.*

Permits Expire 180 Days After Date of Issue

### Application Review Criteria

All applications are administered per Municipal Code 16.170

<table>
<thead>
<tr>
<th>Applications Type</th>
<th>Applicable Municipal Code Sections</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Accessory Dwelling/Structures</td>
<td>16.105</td>
<td>Lot Line Adjustments</td>
<td>16.120</td>
</tr>
<tr>
<td>Demolition</td>
<td></td>
<td>Signs</td>
<td>16.80</td>
</tr>
<tr>
<td>Industrial Codes</td>
<td>16.50, 16.55</td>
<td>Temporary Permits</td>
<td>16.120</td>
</tr>
</tbody>
</table>

### Additional Information

In order to expedite and complete the processing of this application, the City of North Plains requires that all pertinent material required for review of this application be submitted at the time application is made. If the application is found to be incomplete, review and processing of the application will not begin until the application is made complete. ▷ I certify that the statements made in this application are complete and true to the best of my knowledge. ▷ I understand that any false statements may result in denial of this application. ▷ I understand that there may be additional costs of processing this application including, but not limited to, planning, engineering, city attorney and administration. The City will notify the applicant if there will be additional costs. ▷ **Fence and Row permits require City inspection.** ▷ This land use permit acknowledges that applicant has met City of North Plains standards for development. **In order to begin grading or construction on buildings the applicant must obtain building permits from Washington County.**

Date: ___________ Signature of Applicant: __________________________________________________________________________

Date: ___________ Signature of Property Owner: __________________________________________________________________________

**Call 503-647-5555 for City Inspections (48 hours in advance) and 503-846-3470 for Washington County Inspections (buildings)**

### FOR OFFICE USE

<table>
<thead>
<tr>
<th>Received by: __________________________</th>
<th>Date: ___________</th>
<th>Application No. __________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee paid with application: __________</td>
<td>Date: ___________</td>
<td>Receipt No. __________</td>
</tr>
<tr>
<td>Fee paid when plans picked up: _______</td>
<td>Date: ___________</td>
<td>Receipt No. __________</td>
</tr>
<tr>
<td>Bond paid: __________ No. __________</td>
<td>Date: ___________</td>
<td>Receipt No. __________</td>
</tr>
<tr>
<td>PW Approval: _______________ Date: ___________ Inspector: _______________ Date: ___________</td>
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<td></td>
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</tbody>
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Updated 07/06/17