

**FOR OFFICE USE**  
**ONLY**

Application #: \_\_\_\_\_

Date Received: \_\_\_\_\_

**City of Wasco**  
**Permit Application**  
**Single family, Duplex, Accessory**  
*PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE  
ACCEPTED*

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**PROPERTY OWNER AND APPLICANT INFORMATION**

Applicant Name \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Property Owner \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

**EXISTING PROPERTY DESCRIPTION**

Location (address, intersection, general area): \_\_\_\_\_

Map # \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_

Tax Lot(s) \_\_\_\_\_

Subdivision Name \_\_\_\_\_ Block \_\_\_\_\_

Single Family, Duplex, Accessory

Lot(s)# \_\_\_\_\_ Zoning \_\_\_\_\_

Present Land Use \_\_\_\_\_

**Dwelling** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

**Garage** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

**Accessory** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

**PROJECT DESCRIPTION**

**Dwelling** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

**Garage** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

**Accessory** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

**Addition** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

**Other** Footprint: \_\_\_\_\_ Sq. Ft. Height \_\_\_\_\_ Ft.

Describe Project:

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**TO COMPLETE THIS APPLICATION, PLEASE SUBMIT THE FOLLOWING:**

Complete Application: *signed by the property owner and the applicant*

Application fee

Proof of ownership

Letter of authorization signed by property owner (if an agent)

Building Permit Application

Photos/elevation drawings of proposed structure(s)

Height of proposed structure(s)

Flood Elevation Certificate (if located in floodplain)

ODOT access permits (if applicable)

Site Plan - showing location, intent, and design of a project. A professional or novice sketch of the project must include but is not limited to:

- |                        |                             |
|------------------------|-----------------------------|
| Position on the lot    | Proposed fences/height      |
| Lot dimensions         | Street names accessing lot  |
| Setbacks               | Driveway location           |
| Proposed structures    | Off-street parking          |
| Existing structures    | Utilities                   |
| Existing easements     | Flood plain (if applicable) |
| Existing fences/height | Cut/fill (if applicable)    |

**By signing this application, the undersigned certifies that he/she has read and understands the submittal requirements stated above. Please 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 Recorder may upon notice to the applicant and subject to an applicant’s right to a hearing declare the application void.**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

**Please Note : Issuance of a City Permit does not supersede, abrogate or override existing deed covenants, conditions or restrictions (CC&R). Check with seller for such restrictions. Additional information may be required by the City prior to the application being deemed complete.**