

Accessory Structure Permit Packet



Accessory Structure

(Decks, Sheds, Docks, Boathouses, Swimming Pools, Etc.)

Notice

Permit Applications will only be accepted between the hours of
8:00 A.M. to 11:30 A.M.

Dear Applicant;
Please be aware of the following:

- ◆ **The permit application must be filled out in its entirety, including the submission of the project.**
*Please take note of the **Site Plan** requirements. The Planning Department must sign-off on the site plan prior to submitting to the Building Department.
*Please review & complete the Planning & Building checklist(s) provided.
- ◆ **Decks**
*You do not need a permit for a deck less than 10 feet in height and less than 4 feet wide.
*You may refer and use the "Deck Design Guide" for basic deck construction. (separate booklet)
- ◆ **Docks & Boathouses**
*Lake Cooperation approval is required before submitting for a permit.
*Provide geographic information specifically delineating the flood plain boundary & base flood elevation to either the "NOVUS" 20 dataset or the "NAVD" 88 dataset. This can be obtained by an Oregon State licensed surveyor.
*If the boathouse is within a floodway, the plans should show the EPE on elevation detail in reference to the structure & all mechanical, plumbing, & electrical equipment & components.
*Provide footing and construction details showing project materials, etc., etc.

Erosion Control Application (if applicable)
Erosion Control application is to be submitted with separate mitigation plan and included with building permit submittals. Please contact Colleen Clark at (503) 476-0290 for more information.

Tree Protection (if applicable)
If you hit utilities and trees, please contact the Planning Department at (503) 476-0290.

* Permits cannot be issued if Erosion Control, Tree Protection, or Tree Cutting approvals are **REQUIRED** and has not been signed off by the appropriate departments.

[Accessory Structures](#)

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- Sheds
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- Etc.

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