

WALLOWA COUNTY PLANNING DEPARTMENT

Wallowa County Courthouse
101 S. River St., Room B-1
Enterprise, OR 97828
541-426-4543 ext 170 plansec@co.wallowa.or.us

Permit Number _____
Date Filed _____
Total Fee _____
Check Number _____

CONDITIONAL USE PERMIT

LEGAL OWNER: _____ REFERENCE #: _____
APPLICANT: _____ TWP: _____
ADDRESS: _____ RANGE: _____
CITY: _____ SECTION: _____
PHONE NUMBER: _____ TAX LOT#: _____
ACREAGE: _____
ZONE: _____
INTENDED DEVELOPMENT OR USE: _____

ATTACHED: Instructions for completing a **PLOT PLAN**, detailed information of how to **PERFECT** your permit, and a Flood Hazard checklist.

NOTICE: AUTHORIZATION OF A CONDITIONAL USE PERMIT SHALL BE VOID AFTER TWO (2) YEARS UNLESS SUBSTANTIAL CONSTRUCTION HAS TAKEN PLACE. ONE EXTENSION OF ONE (1) YEAR MAY BE PERMITTED. A REQUEST FOR AN EXTENSION MUST BE SUBMITTED IN WRITING PRIOR TO PERMIT EXPIRATION. (SEE ATTACHMENT FOR DETAILS ON EXPIRATION AND PERFECTION OF A CONDITIONAL USE PERMIT.)

I hereby certify that all of the above information furnished by me is correct to the best of my knowledge and issuance of this permit is based on this information. Any error committed by the issuing authority shall not excuse me from complying with any other applicable state and local laws and ordinances. I understand that any deviation other than that allowed by law may nullify the validity of this permit.

APPLICANT DATE

SALMON PLAN

This application **Will/Will Not** be considered by the **Wallowa County Natural Resource Technical Advisory Committee** in conjunction with Article 36 of the **Wallowa County Land Development Ordinances**.

DECISION: _____

ACTION TAKEN

Planning Department Action _____ Planning Commission Action _____

Approved _____ Denied _____ Conditionally Approved _____ Conditions of Approval: _____

DATE OF ACTION DATE OF EXPIRATION

Permit Authorization: _____

FLOOD, GEOLOGIC, OR WILDFIRE HAZARD WAIVER NOTICE

REGARDING ESTABLISHMENT AND MAINTENANCE OF DEVELOPMENT IN AREAS SUBJECT TO INUNDATION OR PHYSICAL HAZARDS OF A GEOLOGICAL NATURE OR WILDFIRES

The undersigned hereby certify that we are the owners of the hereinafter legally described real property located in the County of Wallowa, State of Oregon described as:

As recorded in Assessor's map number _____ records of Wallowa County, which property is known as:

I (We) desire to develop said property and require a Zone Permit from Wallowa County for authorization. I am (we are) fully aware of the fact that the site is in an area subject to inundation, slides, unstable soils and/or wildfires, and that I (we) in consideration of the issuance of said Permit from Wallowa County, agree to indemnify, defend and hold Wallowa County harmless from any loss, claim or liability arising in any manner out of use of the above described property for damages that may occur to our property or buildings thereon due to water or soil conditions, including but not limited to earthquake, floods, slides, water run-off, caving, or other such natural phenomena due to wildfires, whether such damage occurs to me (us) or adjoining land owners, and further agree to release and hold harmless Wallowa County from any damages, law suits, or liability arising therefrom. I (We) assume all risk arising out of the use of the above described property and the County shall have no liability in connection with the issuance of said Zone Permit to me (us) for any condition existing thereon.

This agreement is appurtenant to the real property described herein, and shall run with the land and shall bind and inure to my (our) successors, assigns, heirs, and executors and shall be recorded in the deed records of Wallowa County.

DATED this _____ day of _____, _____

_____, Owner
Print Name

_____, Owner
Print Name

Signature

Signature

STATE OF OREGON)
)ss.
COUNTY OF WALLOWA)

Personally appeared the above named _____ and acknowledged the foregoing instrument to be _____ voluntary act and deed.

BEFORE ME this _____ day of _____, _____

Notary Public of Oregon
My Commission Expires: _____

PLOT PLAN - REQUIRED WITH ALL ZONE & CONDITIONAL USE PERMITS

A PLOT PLAN CONSISTS OF DRAWINGS AND WRITINGS. IF YOU DO NOT KNOW WHERE TO PUT INFORMATION BUT WANT IT INCLUDED IN THE APPLICATION, IT IS SAFE TO INCLUDE IT ON THE PLOT PLAN. ANY INFORMATION ABOUT YOUR PROPOSED REQUEST AND THE LAND WHERE IT WILL BE SITED IS HELPFUL AND WELCOME.

THE FOLLOWING IS A LIST OF REQUIRED INFORMATION THE PLANNING DEPARTMENT NEEDS TO REVIEW IN ORDER TO DEEM YOUR APPLICATION COMPLETE. ALL OF THE INFORMATION IS REQUIRED BEFORE AN APPLICATION IS PROCESSED:

1. PROPERTY LINES SHOWING THE SHAPE OF THE PROPERTY.
2. SETBACKS FROM PROPERTY LINES
3. ACCESS. THE NAME OF THE ROAD ACCESSING YOUR PROPERTY, THE NAME AND LOCATION OF ALL ROADS IN THE AREA, AND WHERE THE DRIVEWAY WILL BE.
4. EASEMENTS - POSITION ON THE PROPERTY, WIDTH, AND LENGTH.
5. EXISTING AND PROPOSED STRUCTURES.
6. LOCATION AND TYPE OF DOMESTIC WATER SUPPLY AND SOURCE.
7. SEPTIC SYSTEM LOCATION, INCLUDING; TANK, PRIMARY DRAIN FIELD AND REPLACEMENT DRAIN FIELD WITH DISTANCES FROM THE PROPERTY LINES AND DOMESTIC WATER SOURCE.
8. RAVINES OR OTHER SIMILAR TERRAIN FEATURES WHICH MUST BE TRAVERSED.
9. SURFACE WATER - RIVER, PONDS, DITCHES, ETC.
10. INDICATE IF THE PROPERTY IS WITHIN A FLOOD PLAIN. CHECKLIST ATTACHED.
11. ESTIMATED CONSTRUCTION DATE AND FLOOR AREA.
12. INCLUDE A DRAWING OF THE PROPOSED STRUCTURE SHOWING FRONT AND SIDE VIEWS AND ELEVATION, IN FEET, FROM THE HIGHEST LEVEL OF GROUND TO THE HIGHEST PEAK OF THE ROOF.

ALL OF THE ABOVE INFORMATION HAS TO BE INCLUDED IN THIS APPLICATION BEFORE IT WILL BE PROCESSED.

TIME LIMITS ON ZONE AND CONDITIONAL USE PERMITS

A Zone/Conditional Use Permit shall expire four years from the date of final decision unless:

1. The applicant submits a written request to the Wallowa County Planning Department for a two-year extension prior to the expiration date of the permit; or
2. The permit is “perfected” by initiation of the approved use as evidenced by in the case of new construction completion of any two of the four substantial development actions:
 - A. A domestic water well (or connection to a permanent water system).
 - B. A septic system (or connection to a permanent sewer system).
 - C. Establishment of electric power to the residential site (or permanent alternative electric generation system adequate for the proposed use).
 - D. Construction of the foundation of the principal residence.
3. In the case of reconstruction, remodeling, alteration, or other approved uses, evidence similar to that required for new construction may be accepted by the Planning Department.
4. Validation of completion of substantial development action shall be accomplished by delivery of written evidence acceptable to the Wallowa County Planning Department that the approved action has been initiated and a finding by the department that the permit has been exercised and perfected.

FLOOD HAZARD CHECKLIST

Date _____ County Wallowa

Property Owner/Applicant _____

Address _____

City _____ State OR Zip _____ Phone _____

Site Location (Address, Property Description, or Lot Number)

PROPOSED ACTIVITY/DEVELOPMENT

____ New Construction ____ Residential ____ Non-Residential

____ Improvement of existing structure
____ - Value of Existing Structure _____
____ - Value of Proposed Improvement _____

____ Manufactured Home within existing park or subdivision
____ Manufactured Home outside existing park or subdivision

____ As-built elevation certificate required (residential)

____ As-built elevation or flood-proofing certificate required

____ Fill (amount and type) _____

____ Alteration of water course (describe on attached sheet)

FLOOD HAZARD

FEMA Map Panel Number _____ Map Date _____

(Circle) A AO AH A1-30 AE V V1-30 VE X

Base Flood Elevation _____ Flood Zone _____

Flood Source _____

Floodway? (Circle) No Yes (engineering analysis required)

Summary of Basic State and Federal Floodplain Requirements

Administration

1. A permit is required for all construction activity in a 100-year floodplain (A zones) and coastal hazard areas (V zones);
2. Local floodplain ordinances can not be less stringent than federal standards.

Residential development/substantial improvements in a zones

1. The lowest floor, including the basement, must be elevated a minimum of 1 foot above the base (100-year) flood elevation;
2. AO zones: lowest floor elevated above the highest adjacent grade – at least as high as the depth number on the map. If depth number is not on map, elevate at least 2 feet;
3. Community may prohibit fully enclosed areas below the lowest area of not less than 1 sq. inch for every square foot of enclosed area. The bottom of all openings shall be no higher than 1 foot above grade;
4. The applicant must submit an “as built” elevation certificate.

Non-residential building in a zones

1. Buildings must be elevated or floodproofed a minimum of 1 foot above the base flood elevation;
2. The applicant must submit an “as built” elevation or floodproofing certificate.

Residential and non-residential buildings in V zones

1. Fill may no be used for a structural foundation;
2. Buildings must be elevated on pilings or columns;
3. Piling or columns must be designed to resist the wind and water loads of a 100-year storm. Engineering certification is required;
4. The bottom of the lowest horizontal member of the lowest floor must be at least 1 foot above V zone elevation;
5. The space below the lowest floor must be free of all obstructions or constructed with non-supporting break-away walls.

Manufactured homes

1. Outside an existing manufactured home park or subdivision, requirements are the same as for site-built homes. Anchor toe a permanent foundation;
2. Within an existing manufactured home park or subdivision, community option: (a) elevate lowest floor at least on foot above base flood elevation or (b) elevate on reinforced concrete piers, blocks, etc., at least 36 inches above grade.

Floodway

1. **Nothing** can be placed within a floodway that will cause any rise in base flood elevation. Engineering analysis required.