



**CITY OF MANZANITA**

543 Laneda Avenue

P.O. Box 129

Manzanita, OR 97130

Ph: (503) 368-5343 Fax: (503) 368-4145

**PLANNING – PLANS SUBMITTAL FORM**

ALL INFORMATION MUST BE FILLED OUT COMPLETELY

Job Location: \_\_\_\_\_ Zoning: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Map: \_\_\_\_\_ Tax Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Lot #: \_\_\_\_\_ Sub-Division: \_\_\_\_\_

**SUBMITTAL CHECKLIST – APPLICANT, CHECK THE BOX AND FILL IN THE INFORMATION TO INDICATE ITEMS ARE INCLUDED IN THIS SUBMITTAL. IF AN ITEM IS NOT APPLICABLE, INDICATE N/A.**

- Recent Survey                      Proposed Use \_\_\_\_\_
- Site Plan                              Average Finish Grade \_\_\_\_\_
- Storm Water Retention              Building Height \_\_\_\_\_
- Clear Vision Area                      Lot Coverage \_\_\_\_\_
- Parking (2 Spaces)                      Setbacks: Front \_\_\_\_\_ Rear \_\_\_\_\_ Left \_\_\_\_\_ Right \_\_\_\_\_
- Tree Replacement Plan              Decks in to Setbacks: Rear \_\_\_\_\_ Left \_\_\_\_\_ Right \_\_\_\_\_
- Accessory Structure Setbacks: Rear \_\_\_\_\_ Left \_\_\_\_\_ Right \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**STAFF USE:**

Fee to be paid with Submittal:

Commercial \$650.00

Single Family or Manufactured Dwelling \$250

Accessory Structure \$100.00

Multi Family \$250.00 + \$50.00 per unit

Amount Paid: \_\_\_\_\_

Receipt Number: \_\_\_\_\_

**Planning Approval**

Plans Approved:              Yes              No

Signed:

\_\_\_\_\_

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

**APPROVAL EXPIRES 90 DAYS FROM DATE UNLESS BUILDING PERMIT APPLICATION SUBMITTED**