



CITY OF MANZANITA

Development Services
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ePermitting: Making a Payment-Planning

Building Permits.Oregon.gov > ePermitting

Below are the steps to pay the planning fees for a record already entered into the ePermitting system:

1. Go to Oregon ePermitting [here](#)
2. Scroll down and under **'What would you like to do today?'** see **'Planning'** – click **'Search'** in *blue*
3. Scroll down – Under 'General Search' type in **Record #:** *(include dashes)* _____
4. Then click **'Search>>'** box at bottom
5. Scroll down - Select the **'Payments'** Tab (next to 'Record Info') and click on the pull down menu – select **'Fees'**
6. Click on **'Pay Fees'** in *blue*
7. Scroll down - Under **'Application Fees'** – click on **'Continue Application'** box
8. Complete Payment as instructed.

ePermitting should give you a receipt with option to print/save as pdf– but if not, there will be one in the system and we can email it to you – just let us know.

ePermitting help number: (503) 373-7396 or (800) 442-7457

Thank you!

Manzanita Development Services.