



SCAPPOOSE Oregon

Scappoose Community Development Center

Sign Permit Fees & Process

Planning Dept. Fees:		
1	Planning Application	\$125.00
~Submit payment with the Planning application. ~The application will list required items. ~Including 1 set of plans with completed application.		

Building Dept. Fees:			
Job Value: _____		Value of the work performed; all equipment, materials, labor, overhead, and contractor profit.	
1	Plan Checking fee		65% of construction fee
2	Construction Fee		based on job value/quote
3	State Fees		Currently 12% of Construction fee
Total Building Amount:		\$	
~Building Dept. will need 2 sets of plans with completed Building Dept. application, (one set will be returned to you w/ approval stamp & corrections in red)			

City Business License:	
1	Scappoose Business License \$
Portland Metro license does not cover Scappoose. Cost is \$40 for 7 days, \$100 for the year or \$50 after July 1st. All Expire every Dec. 31st.	

GRAND TOTAL: \$

(all fees are subject to July 1st Fiscal Year increases)

We accept all forms of payment; if cash please make it exact.
 If Credit/debit; our processing company will charge \$2.50 per every \$100.

The above figures are based on your estimate.

These amounts could change after the building official reviews your engineered drawing/plans.

Electrical Permits: All Electrical Permits are handled by Columbia County Land Development Office 503-397-1501.
 Address: 230 Strand Street, St. Helens OR 97051 (park on the river-side). They are closed most Fridays.

For more information, please contact the City of Scappoose Building Dept. at (503) 543-7184:

Building Official: **Don**

Don's Cell: 503-267-9478

Building Clerk: **Liz Happala**

ehappala@cityofscappoose.org

Required info

BUILDING PERMIT APPLICATION

CITY OF SCAPPOOSE 503.543.7184
 PHYSICAL ADDRESS: 52610 NE 1ST #120
 MAILING ADDRESS: 33568 E. COLUMBIA AVE.
 SCAPPOOSE, OR 97056

APPLICATION DATE

ATTACH DETAILED PLOT PLAN
 INSPECTION REQUEST LINE 503.543.3105

ADDRESS OF STRUCTURE ●		TAX LOT NUMBER (REQUIRED) ●			PERMIT NUMBER	
OWNER ●		MAIL ADDRESS ●		CITY - STATE - ZIP ●		PHONE ●
CONTRACTOR ●		MAIL ADDRESS ●		CITY - STATE - ZIP ●		PHONE ●
TYPE OF CONST.		SIZE OF BLDG.	1st 2nd BASEMENT GARAGE	TOTAL SQ. FT.	OCCUPANCY GROUP	VALUATION OF WORK
<input type="checkbox"/> RESIDENTIAL <input checked="" type="checkbox"/> COMMERCIAL						REQUIRED SETBACKS FRONT _____ SIDE _____ SIDE _____ REAR _____
TYPE OF WORK:		<input type="checkbox"/> MECHANICAL <input type="checkbox"/> PLUMBING <input type="checkbox"/> NEW <input type="checkbox"/> CHANGE <input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR		LOT SIZE	ZONING	

● JOB DESCRIPTION: _____

CITY BUSINESS
 LICENSE NO.

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

This permit is granted on the express condition that the said construction will, in all respects, conform to the Ordinances of this jurisdiction, including the Zoning Ordinance, regulating the construction and use of buildings, and may be revoked at any time upon violation of any provision of said Ordinances.

I further certify that, pursuant to ORS 701.055(8) I will present to the City at the time of application for building permit or plumbing permit a full and complete list of names and registration numbers of all subcontractors and suppliers covered under chapter 701 of the Oregon Revised Statutes.

Failure to submit the list of subcontractors and suppliers will result in the withholding of the permit.

Failure to immediately notify the City of any changes of subcontractors and/or suppliers will result in the withholding of the occupancy permit and penalties under state and local statutes.

ALL SUBCONTRACTORS AND SUPPLIERS MUST BE LICENSED WITH THE CITY OF SCAPPOOSE PRIOR TO THE COMMENCEMENT OF THE JOB.

The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this work will be complied with whether specified herein or not. By signing this I agree to expressly and unequivocally call for and consent to any and all inspections deemed necessary by the building officials.

● SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT _____ DATE _____

OR

● SIGNATURE OF OWNER _____ DATE _____

STAFF USE ONLY:

SPECIAL CONDITIONS AND REMARKS:

PERMIT FEES		
	RECEIPT NO.	FEE
ADMIN. FEE		/
PLAN CHECKING		/
FIRE / LIFE / SAFETY		/
CONSTRUCTION		/
STATE BUILDING FEE		/
PLUMBING		/
STATE PLUMBING		/
MECHANICAL		/
STATE MECHANICAL		/
SDC WATER		/
SDC SEWER		/
SDC STREETS		/
SDC PARKS		/
SDC STORM		/
WATER/SEWER		/
CONSTRUCTION WATER		/
INVESTIGATION FEE		/
ENGINEER REVIEW FEE		/
PLANING DEPT. REVIEW		/
ISSUE DATE:	TOTAL	

MUST BE APPROVED BY ALL THOSE INDICATED BELOW

BUILDING INSPECTOR: _____ DATE: _____ CITY ENGINEER: _____ DATE: _____

PLANNER: _____ DATE: _____ OFFICE ADMINISTRATOR: _____ DATE: _____