

Tillamook County



DEPARTMENT OF COMMUNITY DEVELOPMENT BUILDING, PLANNING & ON-SITE SANITATION SECTIONS

1510 - B Third St
Tillamook, OR 97141
503-842-3408
www.co.tillamook.or.us

Land of Cheese, Trees and Ocean Breeze

COMMUNITY DEVELOPMENT CHECKLIST		Department Use Only	
		By:	Date:
JOB INFORMATION			
Applicant:		Owner:	
Address:		Address:	
Phone #:		Phone #:	
Applicant Email:		Owner Email:	
Property Location			
Site Address:		Map Number:	
OTHER GOVERNMENT			
<input type="checkbox"/> City Zoning <input type="checkbox"/> DEQ <input type="checkbox"/> DSL <input type="checkbox"/> ODFW <input type="checkbox"/> Other:			

Required	Received	SITE PLAN (minimum 1/8 th per foot, minimum 8.5"x11")
<input type="checkbox"/>	<input type="checkbox"/>	North Arrow, lot dimensions, setbacks property lines (existing and proposed), all public and/or private easements, names of all adjacent streets, location of any streams or water features
<input type="checkbox"/>	<input type="checkbox"/>	Structure dimensions
<input type="checkbox"/>	<input type="checkbox"/>	Existing public and private utilities located on property including all on-site sanitation improvements (existing and proposed)
<input type="checkbox"/>	<input type="checkbox"/>	Slope (%) of subject property. If parcel greater than 20,000 sq. ft., slope need only be within area of improvement.

Required	Received	SANITATION
<input type="checkbox"/>	<input type="checkbox"/>	Land Use Compatibility Statement
<input type="checkbox"/>	<input type="checkbox"/>	Site Evaluation
<input type="checkbox"/>	<input type="checkbox"/>	Permit to Construct
<input type="checkbox"/>	<input type="checkbox"/>	Authorization Notice
<input type="checkbox"/>	<input type="checkbox"/>	Repair Permit
<input type="checkbox"/>	<input type="checkbox"/>	(1) copy of Site Plan (with applicable criteria as described in 'Site Plan' box)
<input type="checkbox"/>	<input type="checkbox"/>	Other Sanitation reviews necessary (See Notes)

Required	Received	STRUCTURAL PLANS (2) full sets required with submittal of building permits (minimum size 20"x24")
<input type="checkbox"/>	<input type="checkbox"/>	Floor Plan: all levels
<input type="checkbox"/>	<input type="checkbox"/>	Foundation plans (with square footage including garage)
<input type="checkbox"/>	<input type="checkbox"/>	Floor framing: all levels
<input type="checkbox"/>	<input type="checkbox"/>	Roof framing or truss engineering and layout
<input type="checkbox"/>	<input type="checkbox"/>	Exterior covering membrane
<input type="checkbox"/>	<input type="checkbox"/>	Cross sections, pre- and post-grades, exterior elevations (see building height diagram)
<input type="checkbox"/>	<input type="checkbox"/>	Plumbing fixture and HVAC layout
<input type="checkbox"/>	<input type="checkbox"/>	Type of heat: Gas F/A: _____ Electrical (type): _____ A/C: _____
<input type="checkbox"/>	<input type="checkbox"/>	Insulation -energy conservation measures: _____ / _____
<input type="checkbox"/>	<input type="checkbox"/>	MFD's: Floor plan, proposed foundation, pier blocking, tie down plan and skirting plans.

Required	Received	STRUCTURAL, IF APPLICABLE
<input type="checkbox"/>	<input type="checkbox"/>	Soils information: 1500 psf: _____ Other: _____
<input type="checkbox"/>	<input type="checkbox"/>	Structural details
<input type="checkbox"/>	<input type="checkbox"/>	Structural calculations
<input type="checkbox"/>	<input type="checkbox"/>	Wind load calculations
<input type="checkbox"/>	<input type="checkbox"/>	School Excise Tax
<input type="checkbox"/>	<input type="checkbox"/>	Residential Energy Checklist, Moisture Content Acknowledgment Form

Required	Received	GARAGE/CARPORT
<input type="checkbox"/>	<input type="checkbox"/>	Foundation/Floor framing plan (slab, post and beam, or joist with sizing and spacing)
<input type="checkbox"/>	<input type="checkbox"/>	Ceiling/Roof framing plan or truss layout with reactions
<input type="checkbox"/>	<input type="checkbox"/>	Window sizes, header sizes
<input type="checkbox"/>	<input type="checkbox"/>	Electrical, plumbing, and gas layout
<input type="checkbox"/>	<input type="checkbox"/>	Construction details (structural members, sheathing, roofing, bracing, dimensions, cross sections and elevations)

Required	Received	DECK - 30 INCHES OR MORE ABOVE GRADE
<input type="checkbox"/>	<input type="checkbox"/>	Foundation plan for review
<input type="checkbox"/>	<input type="checkbox"/>	Cross sections with connections
<input type="checkbox"/>	<input type="checkbox"/>	Stair, guardrail, handrail details

