



**OKANOGAN COUNTY**  
**OFFICE OF PLANNING & DEVELOPMENT**  
 123 5<sup>TH</sup> Ave. N., Ste. 130 – Okanogan, WA 98840  
 (509) 422-7160 Fax; (509) 422-7349  
 Email: [planning@co.okanogan.wa.us](mailto:planning@co.okanogan.wa.us)

SAN # \_\_\_\_\_

Date Received

## SITE ANALYSIS APPLICATION

This site analysis does not include any deed restrictions or property easements

For Official Use Only:		
Fee Paid \$ _____ Receipt # _____ Initial _____	<b>Address Verified:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Copy Given to GIS for Addressing:</b> Date: _____ Initials _____

**THIS APPLICATION IS FOR (check one):**

<input type="checkbox"/> Building Permit	<input type="checkbox"/> Manufactured Home Permit	<input type="checkbox"/> Ag Exempt Building	<input type="checkbox"/> Wetland Delineation/ Floodplain Determination	<input type="checkbox"/> Review of Land Use Proposal	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Bed & Breakfast
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**APPLICANT**

Landowner Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ (Daytime)

Mailing Address: \_\_\_\_\_ Cell #: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Email: \_\_\_\_\_

**Assessors Tax Parcel #:** \_\_\_\_\_

911/Physical Address: \_\_\_\_\_

General Location: \_\_\_\_\_

Contractor/Agent Name: \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_ Well ID# \_\_\_\_\_ (or) Water System \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Sign Name Print Name

**DESCRIPTION OF PROJECT**

Home/Cabin/Man. Home  
  Garage  
  Garage w/Apartment  
  Barn  
  Carport  
  Deck  
 Shop  
 Addition  
 Remodel  
 Commercial  
 Other: \_\_\_\_\_

**Airport** - Is project site located within two miles of an Airport ( check one) Yes:  No:

Structure Dimensions (including all decks & porches): \_\_\_\_\_ Structure Height to Peak: \_\_\_\_\_

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Will water be used in the structure ( check one) Yes:  No:

**Describe Intended Use** include type of water use: \_\_\_\_\_

\_\_\_\_\_

List existing structures & square footage : \_\_\_\_\_

\_\_\_\_\_

Additional information/requests: \_\_\_\_\_

\_\_\_\_\_

**AGRICULTURAL EXEMPTION**

Agricultural Exemption: Yes:  No:  Building Official Initial: \_\_\_\_\_

We do not process an Ag Exemption project without Building Dept. prior approval.

## GENERAL INSTRUCTIONS

Applicants must supply the following information to initiate a Site Analysis Application:

- A Site Plan Drawing.
- Landowner's signature OR Landowner Consent Form must be completed and signed.
- Well Log or letter from water system manager.
- Fees:
  - **\$97** fee for Site Analysis (or) Change of Use (when applicable)
  - **\$30** for each additional new structure. There will be additional fees if a site visit is required.
  - **\$30** fee for each Amendment.
  - **\$270** fee for Bed & Breakfasts. (change of use may be required)
  - **\$165** fee for Nightly Rental permits (change of use may be required)
  - **\$75** fee for new address. Physical Address will be verified or assigned as part of the application process.
- Wetland typing and/or delineation will incur actual cost
- The Site Analysis findings are valid 12 months from the date of final approval

**ALLOW A MINIMUM OF TWO WEEKS FOR REVIEW OF THIS APPLICATION**

## REQUIRED ITEMS FOR SITE PLAN DRAWING

- Include drawings of all existing structures on the parcel including location of roads, and driveways.
- Measurement of proposed structures to all property lines.
- Measurement from proposed building to critical areas.
- Any driveways, roads or streets and their names
- Measurement of the distance between driveway and nearest property corner.
- All existing and proposed structures and distance between buildings.
- Critical areas (streams, rivers, ponds, wetlands, floodplain, etc.)  
Location of well and septic system is optional. Location of these items may be helpful if drawing is used for other permitting agencies.

## EXAMPLE OF SITE PLAN DRAWING

