



OKANOGAN COUNTY
OFFICE OF PLANNING & DEVELOPMENT
 123 5TH Ave. N., Ste. 130 – Okanogan, WA 98840
 (509) 422-7160 Fax; (509) 422-7349
 Email: 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 _____	Address Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>	Copy Given to GIS for Addressing: 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:

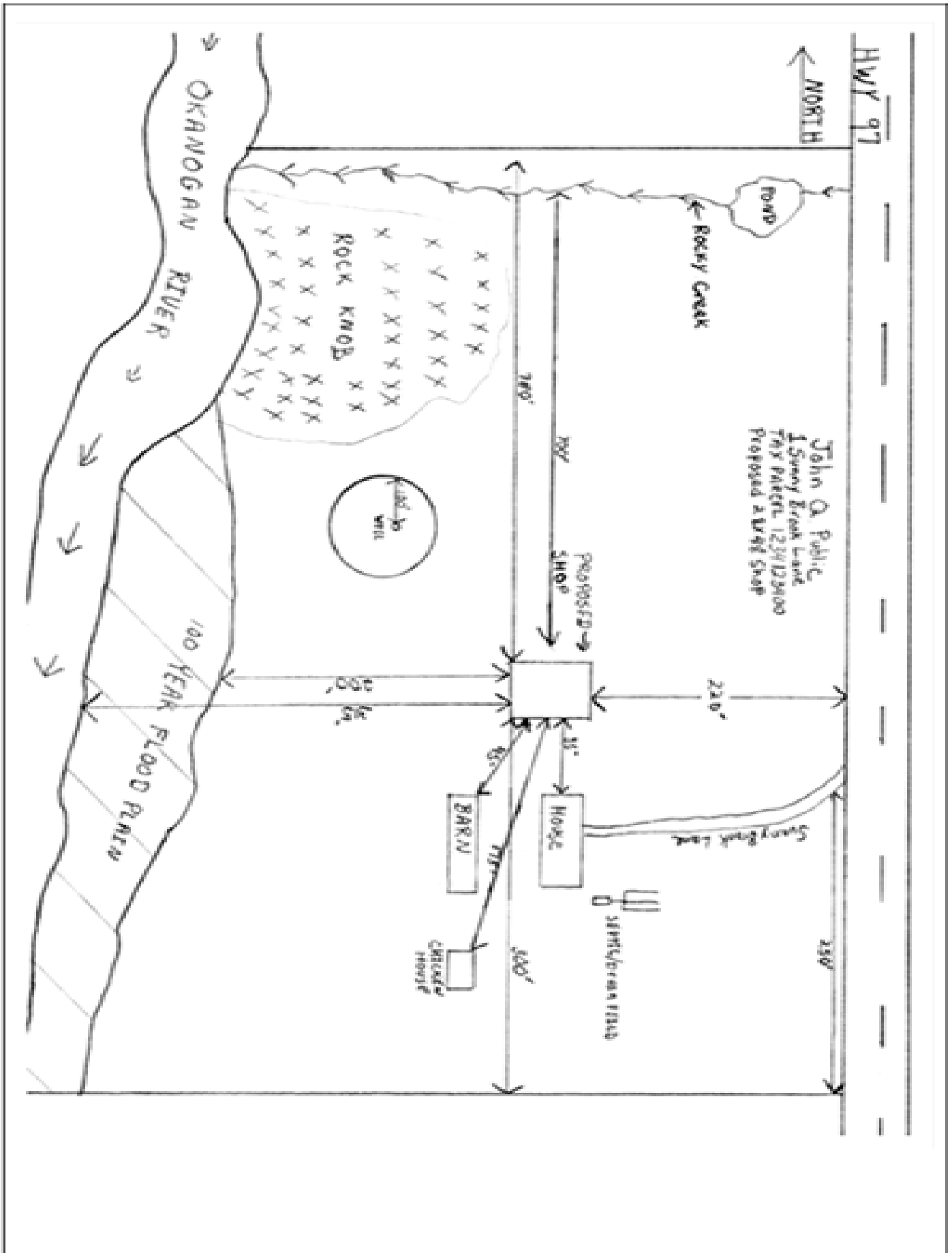
- A Site Plan Drawing.
- Landowner's signature OR Landowner Consent Form must be completed and signed.
- Well Log or letter from water system manager.
- Fees:
 - **\$97** fee for Site Analysis (or) Change of Use (when applicable)
 - **\$30** for each additional new structure. There will be additional 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

- Size, configuration, and dimensions of the parcel
- All existing and proposed structures on the parcel.
- 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.
- Critical areas (streams, rivers, ponds, wetlands, floodplain, etc.)
- Location of proposed and/or existing septic tank, drain field, and reserve (replacement) area.
- Location of test holes
- Location of wells (including neighboring wells) and water lines.
- Easements or rights-of-ways
- Topography (slopes, benches, cuts, ect.) and vegetation.

EXAMPLE OF SITE PLAN DRAWING



Site Plan

Directions to site: _____

