



Permit No. \_\_\_\_\_

Fee:

Residential - \$920

Non-Residential Structural (i.e. bridges) - \$1000

Non-Residential/Non-Structural - \$800

(AN ADDITIONAL 10% CODE COMPLIANCE FEE WILL BE CHARGED)

**CROOK COUNTY PLANNING DEPARTMENT**

300 NE 3<sup>RD</sup> Street, Room 12

Prineville Oregon 97754

Phone: (541) 447-8156

**SPECIAL FLOOD HAZARD AREA DEVELOPMENT PERMIT**

**NOTICE TO ALL APPLICANT'S**

The Crook County Planning Department is required to review all applications for accuracy and to determine whether the staff and/or the Planning Commission have the information needed to make a decision. County Ordinances allow the County 30-days to determine whether the application is complete. If the Planning Department determines that your application is incomplete, you will be notified in writing to provide the missing information and a decision on your application will be postponed until the information is received. State law requires that all information to support an application be available for public inspection at our office 20-days before a public hearing. Any information submitted after this date may require a postponement of the hearing date if necessary. Please make sure your application is complete. The burden of proof lies on the applicant.

**INFORMATION**

**OWNER-**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

**AGENT-**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

**(MUST SIGN THE ATTACHED LETTER OF AUTHORIZATION)**

**WARRANTY DEED**

A copy of the **Warranty Deed** indicating the current property owner must be attached with this application.

**LOCATION OF PROPERTY**

Township \_\_ South, Range \_\_ East, Section(s) \_\_\_\_ Tax Lot(s) \_\_\_\_\_ Zoning \_\_\_\_

Physical address of subject property: \_\_\_\_\_

**(Check all that apply)**

- RESIDENTIAL CONSTRUCTION
- NON-RESIDENTIAL STRUCTURE
- IN-WATER PROJECT
- STRUCTURAL SHORELINE STABILIZATION

I, \_\_\_\_\_, hereby make application to the County Planning Department for \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

in a Special Flood Hazard Area, as provided for in Title 15.08 – Flood Damage Prevention of the Crook County Code.

**I AGREE TO MEET THE STANDARDS GOVERNING LANDS IN A SPECIAL FLOOD HAZARD AREA AS OUTLINED IN THE CROOK COUNTY FLOOD DAMAGE PREVENTION CHAPTER WITHIN THE CROOK COUNTY CODE, AND CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE.**

**SIGNATURES**

*I agree to meet the standards in law which govern Subdivision and PUD's as outlined in Oregon Administrative Rule (OAR), Oregon Revised Statute (ORS), Crook County Code, and The Crook County – Prineville Comprehensive Plan. I certify that all the information contained in this application is true to the best of my knowledge.*

**Property Owner Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

Print Name: \_\_\_\_\_

Daytime phone: \_\_\_\_\_

**Agent/Representative Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

Print name: \_\_\_\_\_

Daytime phone: \_\_\_\_\_

***(Note: If an agent/representative is submitting an application on behalf of the property owner, the "Letter or Authorization" form must be completed and attached to this application.)***

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**INCLUDE A DETAILED PLOT PLAN**

Include a detailed plot plan showing the following:

1. Property dimensions AND elevations including outline of property.

2. Direction of North.
3. **All** roads existing and proposed.
4. Access (driveway) existing and/or proposed, include circulation patterns, parking, loading and unloading areas (if applicable) **and** any easements to or on the property.
5. Size and location of all **existing** & **proposed** structures, fill, storage, of material, and drainage facilities.
6. Intended use of all structures.
7. Elevation in relation to mean sea level of the lowest floor (including basement) of all structures.
8. Elevation in relation to mean sea level to which has been flood proofed.
9. Certification by a registered professional engineer or architect that the flood proofing method for any non-residential structure meet the flood proofing criteria in Title 15 of the Crook County Code.
10. Description of the extent to which any water course will be altered or relocated as a result of the proposed development.

LETTER OF AUTHORIZATION

Let it be known that \_\_\_\_\_  
(print name)

Has been retained to act as my authorized agent to perform all acts for development on my property noted below: These acts include: Pre-application conference, filing applications and/or other required documents relative to all "**Land Use**" applications.

Physical address of property:  
\_\_\_\_\_  
\_\_\_\_\_

And described in the records of CROOK COUNTY as:

Township \_\_\_\_ South, Range \_\_\_\_ East, Section \_\_\_\_\_, Tax lot \_\_\_\_\_  
Township \_\_\_\_ South, Range \_\_\_\_ East, Section \_\_\_\_\_, Tax lot \_\_\_\_\_

The costs of the above actions, which are not satisfied by the agent, are the responsibility of the undersigned property owner.

PROPERTY OWNER

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

AGENT

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_