



**OREGON PARKS AND RECREATION DEPARTMENT  
OCEAN SHORE PERMIT APPLICATION**

**ADDENDUM B  
ACCESS WAYS / OTHER MISCELLANEOUS PROJECTS**

**Section 1.  
PROPOSED PROJECT INFORMATION**

Project Type: Please check one of the following:

**Access Way Projects**

Stairway  
Walkway / Boardwalk  
Path

Ramp  
Road  
Other: \_\_\_\_\_

**Other Miscellaneous Projects (*Please describe in detail*)**

\_\_\_\_\_

Estimated project start date: \_\_\_\_\_ Estimated completion date: \_\_\_\_\_

**Section 2.  
ALL PROJECTS**

Structure dimensions:

Length along shoreline: \_\_\_\_\_ Feet  
Height \_\_\_\_\_ Feet  
Slope \_\_\_\_\_ Ratio – horizontal to vertical  
Width (base/top) \_\_\_\_\_ Feet  
Total Volume of material \_\_\_\_\_ Cubic yards  
Construction material \_\_\_\_\_

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**Section 3.**  
**PROPERTY IDENTIFICATION**

Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_ Subsection \_\_\_\_\_ Tax lot(s) \_\_\_\_\_

Street Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_

County:

- |                                    |                                  |
|------------------------------------|----------------------------------|
| <input type="checkbox"/> Clatsop   | <input type="checkbox"/> Douglas |
| <input type="checkbox"/> Tillamook | <input type="checkbox"/> Coos    |
| <input type="checkbox"/> Lincoln   | <input type="checkbox"/> Curry   |
| <input type="checkbox"/> Lane      |                                  |

Current Use:

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Residential – single family  | <input type="checkbox"/> Park         |
| <input type="checkbox"/> Residential – multiple units | <input type="checkbox"/> Commercial   |
| <input type="checkbox"/> Residential – development    | <input type="checkbox"/> Industrial   |
| <input type="checkbox"/> Vacant (unbuilt)             | <input type="checkbox"/> Other: _____ |

Please complete the following information on oceanfront property owners who are adjacent to and have common boundaries with the northern and southern most points of the proposed project. Information on how to contact them is required. Incomplete or incorrect information may result in processing delays.

NAME	PROPERTY ADDRESS	MAILING ADDRESS

Is there access to the beach from the property?  Yes  No

If Yes, what kind? (Please check all that apply):

- |                                   |                                       |
|-----------------------------------|---------------------------------------|
| <input type="checkbox"/> Stairway | <input type="checkbox"/> Public       |
| <input type="checkbox"/> Ramp     | <input type="checkbox"/> Private      |
| <input type="checkbox"/> Road     | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Path     |                                       |

Where is the nearest **public** beach access?

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

Distance from property: \_\_\_\_\_ Feet

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**Section 4.**  
**BEACH AND SHORE ENVIRONMENT DESCRIPTION**

- Sea cliff, headland or bluff
- Dune
- Other: \_\_\_\_\_

Is there a sand beach?  Yes  No

Base rock material (if known): \_\_\_\_\_

Approximate height of property above beach area: \_\_\_\_\_ feet

**Section 5.**  
**PROJECT NEED**

Explain why access is necessary. Applicants for Other Miscellaneous Projects, explain why an alteration to the ocean shore is necessary.

**Section 6.**  
**PROJECT IMPACTS**

Please describe any impacts that your project might have in the short or longer term and the steps that will be taken to minimize those impacts (see instructions for examples of potential impacts that OPRD takes into consideration).

Potential Impact	Steps that will be Taken to Minimize Impacts

**BA-** \_\_\_\_\_

**Section 7.**  
**COASTAL ZONE CERTIFICATION**

Large-scale projects below mean high water may require a federal permit from the U.S. Army Corps of Engineers. The Oregon Coastal Management Program reviews proposed federal permits for consistency with state and local programs. Applicants who need to obtain a federal permit must certify the statement below:

I certify that, to the best of my knowledge and belief, the proposed activity described in this application complies with the approved Oregon Coastal Zone Management Program and will be completed consistent with the program.

\_\_\_\_\_  
Applicant / Property Owner Signature

\_\_\_\_\_  
Date

**Section 8.**  
**CITY/COUNTY PLANNING DEPARTMENT AFFIDAVIT**  
(To be completed by local planning official)

- This project is not regulated by the local comprehensive plan and zoning ordinance.
- This project has been reviewed and is consistent with the local comprehensive plan and zoning ordinance.
- This project has been reviewed and is not consistent with the local comprehensive plan and zoning ordinance.
- Consistency of this project with local planning ordinance cannot be determined until the following local approval(s) are obtained:
- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Conditional Use Approval | <input type="checkbox"/> Zone Change  |
| <input type="checkbox"/> Plan Amendment           | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Development Permit       |                                       |
- An application  has  has not been made for local approvals checked above.

\_\_\_\_\_  
City/County Planning Official Signature

\_\_\_\_\_  
Date

**Section 9.**  
**SIGNATURE (Required)**

**Application is hereby made for the activities described on the attachment(s) identified. I certify that I am familiar with the information contained in the application, and, to the best of my knowledge and belief, this information is true, complete and accurate. I further certify that I possess the authority to undertake the proposed activities. I understand that the granting of other permits by local, state or federal agencies does not release me from the requirement of obtaining the permits requested before commencing the project. I understand that local permits may be required before the state permit is issued. I understand that payment of any required state processing fee does not guarantee issuance of a permit.**

\_\_\_\_\_  
Applicant / Property Owner Signature

\_\_\_\_\_  
Date

I certify that I am a duly authorized agent acting on behalf of the applicant.

\_\_\_\_\_  
Contractor / Agent Signature

\_\_\_\_\_  
Date

**BA-** \_\_\_\_\_

# OCEAN SHORE IMPROVEMENT APPLICATION FEE CALCULATION FORM

Please use the space below to calculate the fees due at the time you submit your application.

1.	* List Project Value:			
		-		
2.	Subtract allowance			\$2,500.00
3.	Subtotal Project Value	=		
	<small>(Project value – base fee allowance = subtotal project value)</small>			
4.	Multiply Subtotal Project Value by 3% (.03)	=		
5.	Add Standard Base Fee	+		400.00
		=		
6.	<b>Total Permit Fee</b>			

\* Project value is based on:

1. A written cost estimate by a duly certified contractor as to the estimated costs, including materials and labor, of constructing the proposed project; OR
2. An itemized list of construction costs including materials and equipment rentals; OR
3. Other documentation determined acceptable by OPRD to reasonably establish a project's construction value.

# EXAMPLE

1.	* List Project Value:			\$10,000.00
2.	Subtract allowance	-		2,500.00
3.	Subtotal Project Value	=		7,500.00
	<small>(Project value – base fee allowance = subtotal project value)</small>			
4.	Multiply Subtotal Project Value by 3% (.03)	=		225.00
5.	Add Standard Base Fee	+		400.00
6.	<b>Total Permit Fee</b>	=		<b>625.00</b>

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