City of Umatilla
Building Division
700 6th St
Umatilla, OR 97882
epermitting@umatilla-city.org
(541) 922-3226 x108 Fax (541) 922-5758

RESIDENTIAL BUILDING APPLICATION DEPARTMENT USE ONLY	
Permit No:	
Date Issued:	By:

WORK SITE LOCATION:

ADDRESS:
LOT # AND SUBDIVISON NAME:
CATEGORY OF CONSTRUCTION:
○Single Family ○Multi-Family ○Accessory Dwelling Unit
TYPE OF WORK:
○New ○Addition (adding square footage) ○Accessory structure (garage, carport, sheds, etc.) ○Alteration (no change to square footage) ○Other (pools, retaining walls, solar, driveways, etc.)
DESCRIPTION OF WORK:

Valuation*:	
Sq Ft – 1st Floor:	
Sq Ft – 2nd Floor:	
Sq Ft – Unfinished living space:	
Sq Ft – Basement:	
Sq Ft – Covered porch/deck	
Sq Ft – garage or carport	
Garage or carport orientation:	
Number of bedrooms:	
Number of bathrooms:	
Number of floors:	

PEOPLE INFORMATION:

APPLICANT:		
Name:		
Full Mailing Address:		
City:	State:	Zip:
Phone:		
Email:		
PROPERTY OWNER:		
Same as applicant? ○Yes ○No		
Name:		
Full Mailing Address:		
City:	State:	Zip:
Phone:		
Email:		
CONTRACTOR INSTALLATION		
Same as applicant? ○Yes ○No		
Business Name:		
Address:		
City/State/Zip:		
Phone:	Fax:	
E-mail:		
CCB license no.:	City Lic No.:	
Contact Name:	Phone #:	
REQUIRED DOCUMENTS FOR APPLICATION		
I have downloaded and reviewed the plans and documents Checklist (Initials): _____		
SUBMITTAL METHOD FOR PLANS AND DOCS		
○ Paper ○Electronic		

***See reverse for terms and conditions**

Project information:

***The value (rounded to the nearest dollar) of all equipment, materials, labor, overhead and profit for the work described.**

Notices

Associated permits: Separate permit applications are required for plumbing, mechanical, electrical, right of way, fire sprinkler, fire alarm and/or fire line permits associated with this building permits.
Expiration of application: This application is valid for 180 days after it has been accepted as complete.
Inspections required: Approved city inspections must be completed before the work performed is enclosed.

Terms and conditions

Correct information: I hereby certify I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

Copyright release for government entities: I hereby grant permission to the City of Umatilla to copy, in whole or part, drawings and all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities.

Indemnity: I, the permit applicant, shall indemnify, defend and hold harmless the City of Umatilla, its officers, employees and agents from any and all claims arising out of or in connection with work done under this permit.

Owner permission: I have the legal right or permission from any property owner whose property is affected by the work covered under this permit to: 1) enter the property; 2) perform the work covered under this permit; 3) leave structures on or in the affected property. The issuance of this permit shall not be construed as permission or a grant of a legal right to enter upon or remain on any property affected by the work covered under this permit.

Electronic signature certification: By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form. I agree (initials):_____

Authorized Signature: _____ Print Name: _____ Date:_____