Type A Public Work Permit Step by Step

1. Submit Type A Public Work Permit Application.
    a. The applicant shall submit a completed application to the City including ONE paper copy and ONE PDF version of the plans.
    b. The fee for a Type A Public Work Permit is $250 and will be paid with the estimates for services when submitting the building permit application for land use approval. The Type A permit application can be submitted at a later date when you are ready to construct that work.

2. Application is reviewed for completeness by the Public Works Supervisor.
    a. If the City decides revisions are required the City will give the applicant a list of revisions and the applicant will be required to submit ONE copy of the revised plans.
    b. Once acceptable plans have been received, the City will issue a Type A Permit. Once you have received the signed permit you can begin construction on your driveway, driveway apron, curb, sidewalks, etc.

Construction Phase

3. Applicant begins construction of Public Work per Public Works Design Guidelines.

4. Applicant shall provide an engineer to perform full inspection services but the applicant shall notify City Staff of the following activities:
    a. Forms
    b. Concrete Pours
    c. Asphalt Testing
    d. Seals and Joints
    e. Pressure Testing
    f. Any other as directed by the City Representative

5. Applicant constructs the public work per Public Works Design Standards. The PWDS can be found on the City's website under Department/Planning and Zoning/Public Works Design Standards.

CITY OF CASCADE LOCKS
TYPE A CONSTRUCTION PERMIT
Construction involving/serving less than ½ acre of property or a single residential or business parcel.

Permit No. _____ Date _____

Applicant _____

Mailing Address _____

Application is made to: Construct _____ Alter _____

_____ Curb/Gutter _____ Roof/Storm Drain _____ Driveway _____ Apron

_____ Parking Lot _____ Sidewalk _____ Other

Description of work: _____

_____

Total Estimated Construction Cost for items listed above: _____

Location of Construction Work:

Assessors' Map and Tax Lot _____ Physical Address _____

Easements Required? Yes _____ No _____ If yes, obtained? Yes _____ No _____

Engineer: _____ Email: _____

Address: _____ Phone: _____

Contractor: _____ Email: _____

Address: _____ Phone: _____

Approval from outside agency(s) Yes _____ No _____

Agency: _____ Date Approved: _____

Proposed Work Schedule: Begin _____ Complete _____

☐ Plans cleared by local, public and private utilities ☐ Two sets of plans attached

For construction involving any excavation work, Oregon Law requires the permittee to locate all underground facilities before start of excavation and take measures to protect the facilities during construction. The telephone number for the Oregon Notification Center is 1-800-332-2344 or 811.

Applicant agrees to comply with the above description of work, attached plans and the regulations of the Cascade Locks Public Works Design and Construction Standards.

Applicant agrees to schedule inspections with authorized personnel by calling City Hall after forming, after base rock, and depth of concrete or asphalt.

Applicant agrees to guarantee all materials and workmanship covered by this permit for a period of one year following acceptance of the improvements by the City.

Applicant agrees to indemnify and hold harmless the City, its officials, representatives and employees from any and all liability resulting from the Applicant's negligent acts for performance of work under this permit.

I have read and agree to the permit conditions as listed above.

Applicant Signature: _____

----------OFFICE USE ONLY----------

Date Application Received: _____, 20_____

Plans checked by: _____ Date: _____

☐ Approved ☐ Not Approved

Permit Issued: _____, 20_____ by: _____

Date Construction Completed: _____, 20_____

Date Work Accepted by Public Works or City Engineer _____, 20 _____

Applicant must also sign a Development Agreement.