



LAKE COUNTY

Planning Department

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DEVELOPING PROPERTY IN LAKE COUNTY

When you are planning to build a home, place a manufactured dwelling, or improve an existing home in the unincorporated area of Lake County, several types of permits and/or approvals are required. The following information is intended to provide a brief summary of the basic steps involved in securing the necessary permits and approvals required.

The steps involved in the land development process are listed in the order in which they would normally be accomplished. Usually the required approvals/permits are sequential; for example, zoning approval must be secured before moving on to the next step. It is, therefore, important to proceed through the process in order, as approvals at each stage are contingent on approvals having been secured from each of the earlier steps.

1. Zoning/Land Use – contact Planning Dept. at 541-947-6036

The first step in the development process is to determine the zoning status of the property and verify if the use you are proposing is permitted, and what types of limitations on development may apply.

In the event that separate land use permits (such as a conditional use permit) are required for the development of a particular property, these approvals must be completed before any other construction or building permits may be issued. For information on zoning and land use requirements for specific properties in the County, contact the Planning Department.

2. Sewage Disposal (Septic System) – contact Building Dept. at 541-947-6033

Once applicable zoning requirements have been determined, the next step in the development process is to address sewage disposal requirements. If the property is in an area of the County that is served by a community sewer, you should contact the district or other municipality for the required procedure to connect to the system. Most of the rural county is not served by community sewer, so sewage disposal is by means of individual on-site systems. If the property requires an on-site sewage disposal system, you will need one or more approvals from the County in order to install and/or connect to an on-site system. The following is a general description of these requirements:

- Site Evaluation (step 1: Required for new homes)
- Construction Permit (step 2: Required for new homes)
- Authorization Notice (Required for connection into an existing system)

3. Building/Manufactured Dwelling Placement Permits – contact Building Dept. at 541-947-6033

The final step in the development process is to obtain the required building and/or manufactured dwelling placement permits.

- Building permits require a Structural Permit Application and two sets of building plans showing typical structural details. These plans will be reviewed by department staff for compliance with applicable building code requirements.
- Manufactured dwellings require a Manufactured Dwelling Placement Permit application with information on the home (make, year, size, etc.), and require a trip permit.

In addition to manufactured dwelling placement and building permits, separate permits for mechanical, plumbing and electrical installations are required. These permits may be obtained through the Lake County Building Department at 541-947-6033 or http://www.lakecountyor.org/government/building_department.php.

4. Address – contact Planning Dept. at 541-947-6036

In the process of building a new home or placing a manufactured dwelling, you are required to obtain an address. Application forms are available at the Planning and Building Department or online at http://www.lakecountyor.org/government/docs/Rural_Addresssing_Form.pdf.

The above is intended to be a general summary of the steps required to develop residential properties in the unincorporated areas of Lake County. Inquiries regarding specific properties or the requirements for individual permit applications should be directed to the Lake County Planning and Building Department.

