

**FOR OFFICE USE ONLY**

Application #: \_\_\_\_\_

Date Received: \_\_\_\_\_

Zone: \_\_\_\_\_



**City of Prineville  
Fill/Grading Permit**

**PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

**PROPERTY OWNER AND APPLICANT INFORMATION**

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_ / \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_ / \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

**PROPERTY DESCRIPTION**

Property address / location (intersection of cross streets, general area): \_\_\_\_\_

\_\_\_\_\_

Map # - Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ Tax Lot \_\_\_\_\_

**PROJECT DESCRIPTION**

- Is property within floodplain?
- Is property within a drainage way?

Describe Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SUBMITTAL REQUIREMENTS**

**REQUIRED ITEMS TO BE SUBMITTED FOR Fill/Grade Permit.**

**Note: Additional information may be required depending on the actual project.**

- Application Fee
- Pictures of site
- Grading and Drainage Plan to protect neighboring property.
- Signatures of owners – verification of ownership (space provided below)

Fill Grading Permit

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## PROFESSIONAL SERVICES

Builder/Agent: \_\_\_\_\_ Phone \_\_\_\_\_ / \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Architect/Designer/Engineer: \_\_\_\_\_ Phone \_\_\_\_\_ / \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

**The information on this application is submitted in addition to other information, plats and plans required by the City of Prineville. I attest that all information so submitted is complete and accurate to the best of my knowledge. Also, by filing this application, permission is granted to members of the various Committees, Planning and Engineering Staff and Councils, and/or any other persons designated by the City of Prineville that may be involved in the review of this application, to enter the property specified above to inspect in connection with the review of this application.**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature

**Please note: additional information may be required by the Planning Department prior to the application being deemed complete. Also, if you are an authorized Agent, please attach a letter of authorization signed by the Property Owner allowing you to act in their behalf during this process.**

