

**CITY OF LAKE OSWEGO**  
**PLANNING CONSULTATION REQUEST**

The planning consultation is an option for feedback from Planning staff prior to applying for a building permit for applications not requiring a land use review. **The planning consultation does not count towards a required pre-application conference for land use applications.** Engineering, Building, and Fire Department review is not included as part of a planning consultation.

**REQUIRED MATERIALS**

The applicant submits one **Electronic Copy of Application Packet to [planning@lakeoswego.city](mailto:planning@lakeoswego.city):**

- \_\_\_ Application form (include brief description of proposal)
- \_\_\_ County Assessor's Map
- \_\_\_ Existing Features Map (structures, topography, trees, creeks, etc.)
- \_\_\_ Site plan drawn to scale
- \_\_\_ Fee (The planning consultation fee is separate from, and in addition to, any permit fees. Consultation is an hourly rate found on the Master Fee Schedule.)

**APPLICANT**

NAME \_\_\_\_\_  
COMPANY \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_ ZIP \_\_\_\_\_  
TELEPHONE NO. \_\_\_\_\_  
EMAIL \_\_\_\_\_

**PROPERTY OWNER**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_ ZIP \_\_\_\_\_  
TELEPHONE NO. \_\_\_\_\_  
EMAIL \_\_\_\_\_

**DESCRIPTION OF PROPERTY**

STREET ADDRESS OR GENERAL LOCATION \_\_\_\_\_  
TAX MAP \_\_\_\_\_ ZONING/COMP PLAN \_\_\_\_\_  
PROPERTY SIZE \_\_\_\_\_

**PROPOSAL**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that the comments provided by staff at the planning consultation are preliminary in nature, and that additional concerns may be raised, and additional information may be required after a permit application has been submitted. I consent to an on-site inspection by an employee(s) of the City of Lake Oswego. (Restrain your dog on inspection day.)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature