

Example Occupancy Narrative – OLWSD

Describe the property's existing use, proposed use, scope of the project. Identify any of the standard required permit items not needed by your proposal and the rationale. Please address the following items, using the outline examples below as needed:

1. Describe the property's existing use: Property is currently vacant. Or, property is currently used as a single-family dwelling (SFD). Or, property was used as a SFD, but was demolished. Or, property was a singular commercial business of a fuel station and auto garage. Or, property was used as multiple commercial tenants including a hair salon, grocery and restaurant.
2. Describe the property's proposed use: Property is proposed to be used as a single-family dwelling (SFD). Or, property is proposed to be singular commercial business of a fuel station and auto garage. Or, property is proposed to be as multiple commercial tenants including a hair salon, grocery and restaurant.
3. Describe the scope of the project: This permit is to construct a new SFD. Or, this permit is to construct a replacement SFD. Or, this permit is construct a fuel station and auto garage. Or, this project is to construct one structure with multiple commercial tenants including a hair salon, grocery and restaurant.
4. Exceptions, exemptions and variances: Identify any of the standard required permit items not needed by your proposal and the rationale and the OLWSD code section being modified. (See Design and Construction Standards Section 1.0060 Approval of Alternate Materials Or Methods for more information.) Describe how any alternative meets or exceeds the minimum requirements, e.g.: The proposal requests to be exempt from the cleanout requirement of OLWSD Section 3.0040 Laterals. The proposal would install HDPE pipe from the tap to the proposed structure. This pipe material is superior to resisting tree root intrusion and contains no joints. The District's need to access the side sewer lateral though the cleanout is nullified by this superior material.
5. Associated Permits: Identify any associated permits including Clackamas County permits and reviews such as Land Use / Design Review Case Numbers Z#####, Engineering Review SC#####, Plat Numbers, Building Permit B#####, Plumbing Permit P#####.
6. Utility Configuration: Describe how the structure(s) will be served by sanitary sewer and water. For example, is a new water service to be installed (connected) to the public main? Is a new or enlarged meter to be installed in the existing meter location? Is a new sanitary sewer line proposed to be installed (connected) to the public main? What is the size (diameter) of the existing sanitary sewer line (units: inches). Is the proposed structure(s) to be served by the existing line in the existing location or is a new line

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proposed? Are any new fittings (cleanouts, grease traps/interceptors, manholes or oil/water separators or pollution control manholes) to be installed on site?

7. Stormwater Disposal: Describe the receiving facility or infrastructure of the proposal's storm/surfacewater from roof and all other impervious surfaces. Examples include: soakage trench / drywell, swale, surface infiltration, public stormsewer connection, weephole.