



Pre-Application, Pre-App Waiver Application (PIR)

415 W 6th ST ~ Vancouver, WA 98660, P.O. Box 1995 ~ Vancouver, WA 98668, Phone (360) 487-7800

Email completed application to epplans@cityofvancouver.us

☐ PRE-APPLICATION	☐ PRE-APPLICATION WAIVER	☐ SECOND PRE-APP (within 1 year)			
Note: Pre-application conferences are held virtually when requested. Whether a pre-application conference is held or not, the pre-application reports will be available in the City's ePlans system the day before the pre-application is scheduled to be held.					
Request a virtual (Microsoft Teams) pre-application conference ☐ YES ☐ NO					
OCCUPANCY TYPE					
☐ Single-Family	☐ Commercial	☐ Multi-family	☐ Mixed Use (commercial with multi-family)	☐ Industrial	☐ Critical Area
ADDITIONAL INFORMATION					
Lot Acreage/Square footage:			Zoning:		
Proposed # of lots:			Proposed Multi-family Dwelling Units:		
Infill Project (utilizing infill ordinance): ☐ Yes ☐ No If yes, tier level: ☐ Tier I ☐ Tier II					
PROJECT SITE INFORMATION AND LOCATION					
Proposed project name:					
Project site address:			Parcel #(s):		
PROJECT DESCRIPTION					
(Briefly describe the proposed project. Provide a more detailed description in the project narrative)					
PRIMARY APPLICANT			CONTACT		
Business Name:			Business Name:		
Contact Name:			Contact Name:		
Address:			Address:		
City/State/Zip:			City/State/Zip:		
Phone:			Phone:		
Email:			Email:		
*ELECTRONIC PLANS SUBMITTER (required) (responsible for ePlans uploading and correspondence)			OWNER (attached additional sheets for multiple owners)		
Name:			Name:		
Address:			Address:		
City/State/Zip:			City/State/Zip:		
Email (required):			Email:		
Phone:			Phone:		
ONLINE PAYMENT					
Existing ePermits User Name:			Request an ePermits Account		
REQUIRED SIGNATURES					
As evidenced by my signature below, I/we agree that City of Vancouver staff has my/our full permission to enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.					
Applicant Signature:				Date:	
Property Owner Signature:				Date:	

QUESTIONS FOR COMMERCIAL, INDUSTRIAL & MULTI-FAMILY PROJECTS
Do you anticipate managing/storing any chemicals, petroleum products or automotive fluids on the site? If yes, please describe:
Will this facility discharge process wastewater to the sanitary sewer system? If so, please describe:
PROJECT QUESTIONS Please list specific questions and/or issues you wish to have answered at the Pre-application Conference:
1.
2.
3.
PRE-APPLICATION SUBMITTAL REQUIREMENTS
☐ Fee
☐ Signed and Dated Application Form
☐ Narrative - Complete and accurate depiction of the proposal.
☐ Preliminary Site Plan or Plat drawn to-scale and legible. The plan shall include sufficient information to allow city departments to make an adequate determination as to the potential impacts and development standards required for the proposal and respond accordingly.
PRE-APPLICATION WAIVER REQUEST SUBMITTAL REQUIREMENTS
☐ Fee
☐ Signed and Dated Application Form
☐ A written narrative justifying the request for pre-application waiver.