



# Address Only Request

The Address Only process is used to provide an address to a property where other building permits have not yet been issued or an address has not been assigned.

Note: Establishing an official address, without approval of an accompanying planning clearance and/or building permit, does not guarantee that the parcel is a legal lot, nor does it guarantee that subsequent development permits will be issued.

## APPLICATION REQUIREMENTS

- Application form
- Recorded deed with legal description \*In instances where access to the property requires crossing other property, documentation of recorded easement granting access permission must be provided
- Site plan showing:
  - Proposed driveway location and width (note - a separate road approach permit may be required if access is proposed onto a county road or state highway)
  - Location and use of any existing structures on the property
  - Location of any existing road approaches, including width and distances between property lines and proposed new road approach
  - Known environmentally sensitive areas such as streams, steep slopes, etc., if applicable
- Application fee

## REVIEW PROCESS

Once a completed application has been submitted, staff will review the application materials and will provide a written determination. The determination will be mailed or emailed to the applicant.

## FEE SCHEDULE

The following fee is required to be paid when the application is submitted.

Address only	\$135
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Note: This handout is not a substitute for county code. For more detailed information, please refer to Cowlitz County Code 18.60.90