



CITY OF HOOD RIVER

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DEVELOPMENT REVIEW PROCESS & CONSTRUCTION SITE/RIGHT-OF-WAY PERMIT

Engineering reviews by the City Engineer are generally required for all projects under the jurisdiction of the City that involve the:

1. Construction of public facilities,
2. Work within public right-of-way,
3. Construction of private facilities discharging to public facilities,
4. Construction of facilities, including grading, that may have an impact on stormwater runoff or downstream water quality,
5. Dedication of public right-of-way,
6. Construction and removal of retaining walls or structures located within or impacting the right-of-way,
7. Demolition of significant surfaces or structures located within or impacting the right-of-way,
8. Placement or removal of trees in the right-of-way,
9. Repaving existing public and commercial parking lots.
10. Installation or alteration of signs (freestanding and affixed).

A Construction Site/Right-of-Way Permit is required when one or more of the following apply:

1. Any work in the public right-of-way (including temporary use of City owned property).
2. Construction site preparation including, but not limited to, excavation, rock removal, rock crushing, earth moving, fill, or other similar activities.
3. Planting, pruning, and/or tree removal in the public right-of-way.
4. Imported fill (borrow) or excavation will exceed 50 cubic yards, including asphalt or concrete surface removal. (Note: a separate stormwater report/design is required when 250 cubic yards or more is excavated/filled).
5. Excavation or fill will result in elevation changes exceeding two feet (2') on any portion of the site excluding landscaping on developed property, for which a permit is not otherwise required under the Engineering Standards.
6. One (1) acre or more of land will be disturbed or when a DEQ 1200-C permit is required.
7. 3,000 square feet, or more, of new impervious surface will be added to the site (i.e. new parking lots, structures, or other impervious surfaces that individually or in combination replace 3,000 square feet, or more, of existing pervious surface).
8. A combination of 6,000 square feet, or more, of impervious area will be added and/or reconstructed (i.e. 4,000 square foot of existing building reconstructed with the addition of a new 2,000 square foot parking lot, structure, or other impervious surface OR reconstruction of 6,000 square feet, or more, of existing impervious surface).
9. Infrastructure will be constructed and dedicated to the City.
10. Site will be converted to a use that is a potentially significant source of water or air pollution (e.g. reconstruction of a neighborhood grocery into a gas station).
11. Construction and removal of retaining walls located within or impacting the right-of-way,
12. Demolition of significant surfaces or structures located within or impacting the right-of-way.

A Site Plan shall be submitted with Construction Site/Right-of-Way Permit Applications. Small projects require a Site Plan (Level 1), larger projects require a Civil Engineering Plan (Level 2)

Site Plan (Level 1): A Site Plan is required for all permit applications submitted to the City of Hood River. A few examples of projects that fall under the Level 1 Site Plan are listed below. Please refer to the [City of Hood River Site Plan Checklist](#) for minimum requirements.

1. Curb cuts – driveway approach
2. Sidewalk construction
3. Excavation for purpose of installing utility service lines only
4. Landscaping within the public right-of-way
5. Tree planting, pruning, and/or removal in the public right-of-way
6. Grading for construction of one single family dwelling that does not result in elevation changes exceeding two feet (2') on any portion of the site or require a stormwater management plan

Civil Engineering Plan (Level 2): A Civil Engineering Plan is required, and additional review and fees are applicable when, any of the conditions listed below apply to a permit application, or as determined by the City Engineer. A Civil Engineering Plan typically requires a Professional Engineer. The Engineering Department recommends scheduling a pre-design meeting PRIOR to submittal if your project falls into this category. Please refer to [Chapter 4 of the Engineering Standards](#) for additional details.

1. Excavation or fill that will result in elevation changes exceeding two feet (2') on any portion of the site excluding landscaping on developed property.
2. Construction of facilities, including grading, that may have an impact on stormwater runoff or downstream water quality.
3. 3,000 square feet, or more, of new impervious surface will be added to the site (i.e. new parking lots, structures, or other impervious surfaces that individually or in combination replace 3,000 square feet, or more, of existing pervious surface).
4. A combination of 6,000 square feet, or more, of impervious area will be added and/or reconstructed (i.e. 4,000 square foot of existing building reconstructed with the addition of a new 2,000 square foot parking lot, structure, or other impervious surface OR reconstruction of 6,000 square feet, or more, of existing impervious surface).
5. One (1) acre or more of land will be disturbed or when a [DEQ 1200-C](#) permit is required.
6. Dedication of public right-of-way.
7. Infrastructure will be constructed and dedicated to the City.
8. Construction and/or removal of retaining walls located within or impacting the right-of-way.
9. Demolition of significant surfaces or structures located within or impacting the right-of-way.
10. Proposed development on corner lots, lots without curb and gutter, streets not meeting City Standard (as shown in the [Transportation System Plan](#)).

Pertinent Documents (<https://cityofhoodriver.gov/>)

- [City of Hood River Engineering Standards](#)
- [City of Hood River Municipal Code](#)
- [City of Hood River Transportation System Plan](#)
- [I-84 Exit 62 & 63/64 Interchange Area Management Plans](#)