



DEPARTMENT OF PLANNING AND DEVELOPMENT

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RESEARCH REQUEST

Name: _____
 Phone Number: _____
 Fax Number: _____
 Mailing Address: _____
 Email Address: _____

RESEARCH INFORMATION
 Please complete the information below

Property Owner's Name: _____
 Map and Tax Lot: _____
 Street Address: _____
 City, State, Zip: _____

Signature _____

BUILDING DIV.	ON SITE DIV.	PLANNING DIV.	HOW TO RECEIVE INFORMATION
Please specify type			
<input type="checkbox"/> STRUCTURAL	C <input type="checkbox"/> PERMIT COPY	C <input type="checkbox"/> STAFF REPORT	C <input type="checkbox"/> FAX
C <input type="checkbox"/> ELECTRICAL	H <input type="checkbox"/> AS BUILT	H <input type="checkbox"/> LAND USE	H (LIMITED PAGES)
H <input type="checkbox"/> PLUMBING	E <input type="checkbox"/> INSPECTIONS	E DECISION	E <input type="checkbox"/> MAIL
E <input type="checkbox"/> MECHANICAL	C <input type="checkbox"/> PLOT PLAN	C <input type="checkbox"/> PUBLIC NOTICE	C <input type="checkbox"/> PHONE
C <input type="checkbox"/> INSPECTIONS	K <input type="checkbox"/> CSC	K <input type="checkbox"/> ALL FILE	K <input type="checkbox"/> PICK-UP
K <input type="checkbox"/> FINALS	B <input type="checkbox"/> FINALS	B <input type="checkbox"/> OTHER	B <input type="checkbox"/> OTHER / EMAIL
B <input type="checkbox"/> FINALS	O <input type="checkbox"/> ALL FILE	O _____	O _____
O <input type="checkbox"/> PERMIT COPY	X <input type="checkbox"/> OTHER	X _____	X _____
X <input type="checkbox"/> ALL FILE	_____	_____	_____
<input type="checkbox"/> OTHER	_____	_____	_____
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_____	_____	_____	_____

We will try to process all requests within **3 to 4 working days**. *During periods of high volume, processing time may be longer.* Thank you. Send requests to:
lincolncountybldgdiv@co.lincoln.or.us for Building requests, lconsite@co.lincoln.or.us for Septic research and planning@co.lincoln.or.us for Planning research.

If you are looking for recent permits (2015 to current) feel free to search Oregon E Permitting (a log in is not required) as those are free to the public.

Photocopies (8 1/2" x 11" or 14") at 25 cents per page. Microfilm copies at \$1.00 per page. Research time for requests are charged \$12.50 per 1/4 hour.