

City of Scappoose
Commercial Business Inside City Limits Questionnaire
A Business License Registration form is also necessary.

1. Give a description of business to be conducted in the building:

Occupancy Permit and Special Inspection Permit may also be required.

2. Provide a parking plan.

3. Will a sign permit be required? Yes _____ No _____
If yes, you will need a Sign Permit Application.

4. Will there be a structural change inside the building that would cause you to obtain a building permit? Yes _____ No _____
If yes, you will need a building permit application.

5. Will there be any direct sale of products or merchandise from this place of business? Yes _____ No _____ If yes, please explain merchandise, and what are your hours of operation?

6. Will you be storing hazardous materials? Yes _____ No _____
If yes, please describe material and where it is stored.

7. Will commercial delivery (UPS, etc.) vehicles be coming to your place of business? Yes _____ No _____
If yes, where will the loading and unloading take place and at what hours.

Please fill out both sides ~ thank you

8. Will any equipment or process be used in the building that will create:
(Please Check)

_____ noise

_____ vibrations

_____ glare

_____ fumes

_____ odors perceptible outside the building

_____ cause any electrical interference in any of the businesses
surrounding your place of business

9. Does this business have an Alarm System? Yes _____ No _____
If yes, you will need an alarm permit from the Scappoose Police
Department.

10. Are you renting or leasing the building? Yes _____ No _____
If yes, please supply landlord/lessor name, address, and telephone
number.

Name: _____

Address: _____

Telephone: _____