



Please complete the following form and provide the required information. If you have questions about filling out this application, please contact staff at the Permit and Information Center, 99 West 10<sup>th</sup> Avenue, Eugene, OR 97401, phone (541) 682-5377.

**Code Section(s) to be Interpreted** (List specific code section(s) where an interpretation is being requested.):

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**Does this interpretation request pertain to a specific land use application or building permit:**

Yes     No

If so provide application or permit number (s):

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**Filing Fee**

A filing fee must accompany all applications. The fee varies depending on the type of application and is adjusted periodically by the City Manager. Check with the Planning staff at the Permit and Information Center to determine the required fee or check the City web site at: [www.eugeneplanning.org](http://www.eugeneplanning.org)

**Written Statement**

Provide 3 paper copies and one CD copy of all application materials (i.e. written statement, site plans, etc.) in pdf format at the time of initial submittal. Please note that it is the applicant's responsibility to make sure that the CD and paper copies are identical. Following completeness review, an updated CD and additional paper copies may be required. All site plans must be folded to a size equal or less than 11" x 17".

**Contact Information**

Name (print):

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Company/Organization:

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Address:

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City/State/Zip:

E-mail (if applicable):

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Phone:

Fax:

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Signature:

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[www.eugene-or.gov/planning](http://www.eugene-or.gov/planning)