



MALHEUR COUNTY PLANNING DEPARTMENT

251 B Street West, #12 Vale, Oregon 97918

Phone (541)473-5185

For a new house, the permitting process is as follows:

1. **Planning and Zoning** – 541.473.5185 – located in the Courthouse, in Vale, OR
www.malheurco.org/planning-department:
 - Structural Permit application
 - Site plan with the exact placement of the new structure on the property
 - Application payment of \$50
(can be paid by cash or check sent in the mail, or online here:
<https://www.malheurco.org/planning-department/payment/>
on the “*Payment Type*” select “*Zoning Permit*” and for the “*Account Number*” type property owner’s last name).

2. **Environmental Health** – 541.473.5186 – located in the Courthouse, in Vale, OR
www.malheurco.org/environmental-health
 - Onsite application for inspecting the soils.
 - Site plan that indicates the proposed location of the septic system
 - The cost of this is \$520.00

 - Application for the septic construction permit
 - Floor plans for the proposed structure
 - Cost of this application is \$347.00

 - Application fees may be submitted in person or online here:
<https://client.pointandpay.net/web/MalheurCountyEnvironmentalHealth>
(on the “*Payment Type*” select “*Septic Permit*” and for the “*Account Number*” type property owner’s last name).

3. Once the zoning is approved together with the septic system, a new physical address will be issued by the Planning & Zoning office and all appropriate agencies will be notified of the creation of the new address.

4. **Building Department** – 541.372.5460 – located at 14 S 3rd St, Nyssa, OR
<https://bldgmalheurco.org/>
 - Apply for electrical, plumbing, mechanical and all other applicable permits
 - Engineered plans for the structure
 - Contact the Building Department for all fee inquiries