

# Starting a Business in Wasco County

## Business Siting Guide



Photo by Nathan Morris

Presented by the  
Wasco County EDC  
July 2015

## Siting a Business in an Existing Building

*This handout was prepared to help you move through the various local permitting processes to site a business in the unincorporated areas of Wasco County. For resources on how to form a business, visit [www.cgcc.edu/sbdc](http://www.cgcc.edu/sbdc) or stop by the Small Business Development Center at Columbia Gorge Community College.*

**Step 1:** Contact the Wasco County Planning Department to determine if the use is permitted in that zone and to get a permit for any additions. For example, running a business out of your home requires a permit if there is any outside evidence of the business such as deliveries, sounds, employees or customer visits. This office is also your stop for any National Scenic Area and floodplain permits. You might consider setting up a pre-application meeting with the Planning Department to discuss your project. There is a small fee for this meeting and other agencies (such as Public Health) are invited if they would need to be involved in the project.

**Contact: Wasco County Planning Department**

2705 East 2nd Street  
The Dalles OR 97058  
541-506-2560  
[www.co.wasco.or.us/planning/planhome.html](http://www.co.wasco.or.us/planning/planhome.html)



**Step 2:** Contact the North Central Public Health District to determine if a sanitation permit is required. A permit is likely required if your business will be generating byproducts or waste above what is typical of a residence.

**Contact: North Central Public Health District**

419 East 7th Street  
The Dalles OR 97058  
541-506-2603  
[www.wshd.org](http://www.wshd.org)

**Step 3:** Contact your local fire district to determine if any fire, life or safety upgrades on the building are required. The Wasco County Planning Department can direct you to the appropriate agency to contact.

## Siting a Business in an Existing Building



**Step 4:** Contact Mid-Columbia Building Code Services to determine if permits are required. Generally, a permit is required to construct, enlarge, alter, repair, move or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, convert or replace any electrical, gas, mechanical or plumbing system.

**Contact: Mid-Columbia Council of Governments**

1113 Kelly Avenue  
The Dalles, OR 97058  
541-298-4461  
[www.mccog.com/building.htm](http://www.mccog.com/building.htm)

**Step 5:** Contact the Oregon Department of Environmental Quality if you are remodeling an existing building and suspect there might be hazardous materials. The proper removal of hazardous materials is essential. Potential hazardous materials include asbestos, underground fuel tanks, hazardous waste, water quality, used woodstoves, or dust problems.

**Contact: Department of Environmental Quality**

400 E. Scenic Drive  
541-298-7255, ext. 0



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**Step 1:** Contact the Wasco County Planning Department to determine if the use is permitted in that zone and to initiate a planning permit. Buildings constructed for a business must be primarily used for either residential or agricultural use and secondarily for the business. The Planning Department is also your stop for any National Scenic Area and floodplain permits. You might consider setting up a pre-application meeting to discuss your project. There is a small fee for this meeting and other agencies (such as Public Health) are invited if they would need to be involved in the project.

**Contact: Wasco County Planning Department**  
2705 East 2nd Street  
The Dalles OR 97058  
541-506-2560  
[www.co.wasco.or.us/planning/planhome.html](http://www.co.wasco.or.us/planning/planhome.html)

**Step 2:** Contact the North Central Public Health District to determine if a sanitation permit is required. A permit is likely required if your business will be generating byproducts or waste above what is typical of a residence.

**Contact: North Central Public Health District**  
419 East 7th Street  
The Dalles OR 97058  
541-506-2603  
[www.wshd.org](http://www.wshd.org)

**Step 3:** Contact your local fire district to determine what fire, life or safety requirements apply. The Wasco County Planning Department can direct you to the appropriate agency to contact.

**Step 4:** Contact Mid-Columbia Building Code Services to initiate a building permit.

**Contact: 1113 Kelly Avenue**  
The Dalles, OR 97058  
541-298-4461  
[www.mccog.com/building.htm](http://www.mccog.com/building.htm)



Photo by Crystal Varsico

## Constructing a New Building for Your Business

**Step 5:** Call The City of The Dalles to discuss what incentives may be available through The Dalles/Wasco County Enterprise Zone or the Urban Renewal District. Note: This must be done prior to starting to construct or alter a building in order to qualify for the incentives.

**Contact:** The Dalles City Hall  
313 Court Street  
541-296-5481, ext. 1125  
[www.ci.the-dalles.or.us/community\\_dev](http://www.ci.the-dalles.or.us/community_dev)

**Step 6:** Contact the appropriate electrical service provider to set up your power access.

**Northern Wasco PUD**  
2345 River Road  
The Dalles, OR 97058  
541-296-2226  
[www.nwasco.com](http://www.nwasco.com)

**Wasco Electric Coop**  
105 East 4th Street  
The Dalles, OR 97058  
541-296-2740  
[www.wascoelectric.com](http://www.wascoelectric.com)

**Pacific Power**  
866-870-3419  
825 NE Multnomah  
Portland, OR 97232  
[www.pacificpower.net](http://www.pacificpower.net)

**Step 7:** Contact Northwest Natural if natural gas is available and desired.

**Contact:** Northwest Natural  
800-422-4012



## Business Resources in Wasco County: Business Development

*This handout provides an overview of the business services available to you as you start, grow, or relocate your business in Wasco County. This sheet was prepared by the Wasco County Economic Development Commission. Please contact Amanda at [amanda@mcedd.org](mailto:amanda@mcedd.org) or 541-296-2266 with questions or updates.*

### Small Business Development Center at Columbia Gorge Community College

The SBDC's goal is to provide business and technical assistance to new and existing business owners and managers in the Mid-Columbia area.

Services include:

- Free one-on-one business counseling
- Seminars and workshops
- Small Business Management (SBM) Program
- Commercial kitchen
- Customized training for business & industry
- Collaboration with Oregon State University Extension office in The Dalles, Oregon, to bring value-added services and training to farmers.

**Contact:** [www.cgcc.edu/sbdc](http://www.cgcc.edu/sbdc) ; 541-506-6120



Gorge Innoventure helps new business members by guiding them through the steps of registration, patents, branding, hiring employees and finding resources like equipment and appropriate space. Innoventure offers training and mentoring through a team of hand picked mentors, Boot Camps, PubTalks and the Gorge Angel Conference.

**Contact:** [www.gorgeinnoventure.com](http://www.gorgeinnoventure.com);  
[info@gorgeinnoventure.com](mailto:info@gorgeinnoventure.com)

# Business Resources in Wasco County: Business Support

## The Dalles/Wasco County Enterprise Zone

An opportunity for businesses growing or relocating to The Dalles or Wasco County. The enterprise zones exempt certain businesses from local property taxes on new investments. The enterprise zone is managed by The City of The Dalles. Contact the city prior to making relocating or expanding to determine if you may qualify.

**Contact:** [www.ci.the-dalles.or.us](http://www.ci.the-dalles.or.us); 541-296-5481



## Port of The Dalles

The Port of The Dalles is an Oregon special district that works to create jobs and recruit businesses by developing industrial lands.

**Contact:** [www.portofthedalles.com](http://www.portofthedalles.com); 541-298-4148

## The Dalles Area Chamber of Commerce

The Chamber of Commerce helps its members grow and maintain a sustainable and healthy economic environment for The Dalles area businesses and residents through taking a proactive approach to addressing business' needs.

**Contact:** [www.thedalleschamber.com](http://www.thedalleschamber.com); (541) 296-2231

## Maupin Area Chamber of Commerce



The Maupin Area Chamber of Commerce is a voluntary non-profit corporation of businesses and individuals in the South Wasco County area dedicated to improving the business climate, tourists and businesses, and ensuring that our area is a good place to live, work, visit and raise a family.

**Contact:** [www.maupinoregon.com](http://www.maupinoregon.com); (541) 993-1708

## Dufur Chamber of Commerce

The Dufur Area Chamber of Commerce is an organization dedicated to improving the business climate, supporting tourism, and ensuring a good place to live, work, visit, and raise a family.

**Contact:** [www.dufur.org](http://www.dufur.org)

**Industry Organizations:** There are a variety of industry organizations that support businesses throughout the Gorge. These include:

- Columbia Gorge Technology Alliance  
[www.crgta.org](http://www.crgta.org)
- Columbia Gorge Winegrowers Association  
[www.columbiagorgewine.com](http://www.columbiagorgewine.com)
- Columbia Gorge Fruitgrowers Association  
[www.cgfg.org](http://www.cgfg.org)
- Gorge Grown Food Network  
[www.gorgegrown.com](http://www.gorgegrown.com)



## Business Resources in Wasco County: Financing

### State of Oregon

Business Oregon has a team of professionals to assist businesses with their financing needs. Business Oregon manages the following financing programs to assist businesses:

- Oregon Business Development Fund
- Oregon Capital Access Program
- Oregon Credit Enhancement Fund
- Business Retention Program
- Oregon Industrial Development Bonds
- Oregon New Market Tax Credit
- Entrepreneurial Development Loan Fund
- Brownfields Redevelopment Fund

**Contact:** <http://www.oregon4biz.com/Business-financing-resources/>

### Mid-Columbia Economic Development District and Oregon Investment Board

To support businesses create and retain jobs, MCEDD provides loans for the financing needs of businesses with favorable rates, terms and requirements. In addition to the funds directly managed by MCEDD, the staff is knowledgeable about most state and federal loan and assistance programs and can help your business to access these funds and package your loan application.

**Contact:** [www.mcedd.org](http://www.mcedd.org); 541-296-2266

