

CITY OF TONASKET PERMIT APPLICATION
P.O. BOX 487/209 Whitcomb Ave., S., Tonasket, WA 98855
(509) 486-2132 FAX (509)486-1831

CHECK TYPE(S) APPLYING FOR ON THIS APPLICATION: BUILDING PLUMBING MECHANICAL OTHER

List any existing relevant permits and/or approvals: _____

APPLICANT _____ PHONE _____
 MAILING ADDRESS _____

OWNER OF PROPERTY _____ PHONE _____
 MAILING ADDRESS _____

ARCH/ENGIN/IND OF RECORD _____ PHONE _____
 FIRM _____

BUILDER _____ PHONE _____
 MAILING ADDRESS _____
 WA LICENSE # _____ EXP DATE _____ CITY LICENSE # _____

STREET ADDRESS OF WORK SITE _____
 PARCEL # _____ TOWNSHIP _____ RANGE _____ SECTION _____
 SHORT LEGAL DESCRIPTION _____
 Is the property subject to any easements or deed restrictions? If yes, please describe _____

LOT SIZE _____ PROPOSED LOT COVERAGE: _____
 WITHIN 200' OF SHORELINE: YES NO ENVIRONMENT _____ SETBACK FROM OHWM _____
 IN THE FLOODPLAIN: YES NO BASE FLOOD ELEVATION/ZONE _____ ZONING DISTRICT: _____
 PROPOSED SET-BACKS TO PROPERTY LINES: FRONT _____ REAR _____ SIDES _____ & _____

DESCRIPTION OF PROPOSED WORK _____
 INTENDED USE OF THE BUILDING _____

TYPE OF WORK (CIRCLE ALL THAT APPLY): NEW, ADDITION, REMODEL, MOVE, DEMOLITION, REPAIR, ACCESSORY, SINGLE FAMILY, MULTI-FAMILY, COMMERCIAL, INDUSTRIAL, PUBLIC

OCCUPANCY GROUP(S) _____ TYPE OF CONSTRUCTION _____ OCCUPANT LOAD _____

IS THIS A PRE-MANUFACTURED STRUCTURE? IF YES, LIST MAKE AND MODEL OF UNIT _____

SIZE PROPOSED WORK: _____ X _____ = _____ SQ. FT. BASEMENT
 _____ X _____ = _____ SQ. FT. FIRST STORY
 _____ X _____ = _____ SQ. FT. SECOND STORY
 _____ X _____ = _____ SQ. FT. THIRD STORY
 _____ X _____ = _____ SQ. FT. GARAGE
 _____ X _____ = _____ SQ. FT. OTHER

PROPOSED HEIGHT OF BUILDING _____ = _____ TOTAL SQ. FT. WORK
 TYPE OF PROPOSED HEAT _____ NUMBER OF PLUMBING FIXTURES _____
 ESTIMATED VALUE OF THE PROPOSED WORK _____

Will the work require special inspection? If yes, please list type and agency _____

UTILITIES:
Water: City: _____, NEW, SAME, CHANGED TO _____
Sewer: City: _____, NEW, SAME, CHANGED TO _____

Type of discharges to sewer: Domestic and _____
 Will there be any work needed in a dedicated public right-of-way? If yes, please describe _____

All of the work is within _____ feet of a dedicated fire hydrant.
 Proposed works' fire flow requirement _____ gpm @ 20 psi residual, _____ gpm @ _____ psi is available

Will there be grading and filling in additional to nominal foundation dig out and superficial landscaping? If yes, please describe _____

Is there any existing or historic fill on the site? If yes, please describe _____
 Are there any steep slopes on the site? If yes, please describe _____
 Will there be temporary structures connected to this proposal? If yes, please describe _____
 Will the proposed work or use of the property alter the access to the site? If yes, please describe _____

I hereby apply for a permit to do the work indicated above and acknowledge that I have read this application and hereby certify that the above information is correct. I understand that incomplete, inaccurate or later changes may cause any resulting approvals to become null and void. I agree to pay the appropriate fees and have accompanied this application with at least two sets of plans and specifications indicating with clarity the entire scope of the proposed work and how the work will comply with code and relevant law or ordinance.

 Signature of Owner or Authorized Agent _____ Date

FOR DEPARTMENT USE ONLY

AVERAGED DATUM VALUATION OF WORK _____ BY _____

FEES:		RECEIPT # _____
Building Permit Fee -	See Table 1-A UBC. Application form must be complete before processing permit.	\$ _____
Plan Review Fee -	Two site plans and two sets of building plans are required. A percentage of building permit fee.	\$ _____
State Code Fee -	See RCW 19.27.085(3)	\$ _____
Plumbing Permit Fee -	See Table 1-A UPC	\$ _____
Mechanical Permit Fee -	See Table 1-A UMC	\$ _____
Other:		
	Water / Sewer System Development Fees	\$ _____
		\$ _____
Environmental Review		\$ _____
TOTAL DEPARTMENT FEES:		\$ _____

DATE VESTED _____ By _____

APPROVALS

SUBDIVISION STANDARDS MET: _____

SHORELINE: _____

FLOODPLAIN: _____

ACCESS: _____

UTILITIES: _____

DISCHARGES: _____

ALLOWED ZONING USE: _____

CONDITIONAL USE: _____

VARIANCE: _____

SEPA: _____

COMMENTS

PERMITTING: _____

SIGNED: _____

TITLE: _____ DATE: _____

BUILDING: _____

SIGNED: _____

TITLE: _____ DATE: _____

PLANNING: _____

SIGNED: _____

TITLE: _____ DATE: _____

PUBLIC WORKS: _____

SIGNED: _____

TITLE: _____ DATE: _____

FIRE: _____

SIGNED: _____

TITLE: _____ DATE: _____

HEALTH: _____

SIGNED: _____

TITLE: _____ DATE: _____

OTHER: _____

SIGNED: _____

TITLE: _____ DATE: _____

OTHER: _____

SIGNED: _____

TITLE: _____ DATE: _____

PERMIT APPLICATION COVER SHEET

The purpose of this cover sheet is to provide applicants an explanation in general of each item on the application. The questions asked in the application form are to trigger certain review items. Experience has shown that the earlier these items are reviewed, the less problems and costs are experienced by the applicant. If any item is unclear please ask us to provide more information or if you feel that the form or explanation could be better, please let us know.

TYPE OF PERMITS. Generally, all of the construction permits are applied for with the initial application; note that a separate application will be required for each separate building. With larger projects or drawn out projects, different permits are pulled at different times and by different people. Be advised that the OWNER is ultimately responsible for ensuring that all applicable permits are secured.

EXISTING PERMITS. As noted above, an example would be pulling the plumbing permit for the work on an existing building permit; this may include work on property that is subject to an existing land use permit, i.e. conditional use, shoreline, floodplain, variance.

APPLICANT. This party will be the permit holder and typically pays the fees and is responsible for calling for and securing the inspections.

OWNER. The owner of the real property on which the work is performed or the Taxpayer of Record as known by the Assessor's Office. This name and address will appear on the subsequent Certificate of Occupancy for the use of the building.

ARCHITECT/ENGINEER/INDIVIDUAL OF RECORD. This is the one person who is responsible for all construction documents for the entire project to include work done by others and differed documents. The person may be required by State Law to be a design professional. See 106.3.4 UBC.

BUILDER. The company name of the registered contractor who will be performing the permitted work. Owners of the property may perform the work and not be a licensed contractor, however, we will need certification by declaration (signature) by the owner on the face of the permit. See RCW 18.27.110 & 51.12.070. Some types of work, fire protection sprinkler systems and manufactured home installers require special certifications, see RCW 16.160.070 & 43.63B.060.

STREET ADDRESS. i.e. 123 Main Street; if the work is in a specific room, please list room number.

The following information can be found on your tax statement.

PARCEL NUMBER. A 10 digit number. If you need assistance, contact the Assessor's Office. See RCW 19.27.095.

SHORT LEGAL. This is the description of the entire development unit. i.e. Lots 1 & 2, Block 5, Great View Addition or Tax 101 part of the NE SE. See RCW 19.27.095.

EASEMENTS. Note the type and location. This should also be shown on the site plan.

LOT SIZE. This is the area of the development unit and may be given by dimensions, square footage or acreage. This should also be shown on the site plan.

LOT COVERAGE. This is a percentage of the development unit that will be covered by buildings. This may also include the percentage covered with impervious surfaces. This should also be shown on the site plan.

SHORELINE. See the Shoreline Master Program Map. Additional regulations may apply. A Joint Aquatic Resource Permits Application (JARPA) may also need to be filed.

OHWM. "Ordinary High Water Mark" means the visible line on the banks where the presence and action of waters are so common as to leave a mark upon the soil or vegetation. The set back is measured in the horizontal plane.

FLOODPLAIN. See FEMA FIRM map. Additional regulations may apply. A Joint Aquatic Resource Permits Application (JARPA) may need to be filed.

ZONING DISTRICT. See Zoning Map. Additional regulations may apply. Each district regulates use of property, set-backs, building heights, densities and lot coverage.

SET-BACKS. This is the distance from the closest projection to the property lines of the development unit and should clearly be shown on the site plan. Owners are responsible to know where their property lines are in relationship to all proposed work. Proof of such may be required in the manner of a survey and/or marking of the lines.

DESCRIPTION OF WORK. Describe the scope of the proposed work; i.e. the construction of a new 3 bedroom home and attached garage; the complete remodel of the front office; the installation of a manufactured home; the installation of a wood stove; install 25 plumbing fixtures in a building.

USE(S). Describe the primary uses of the building; i.e. single family dwelling, private carport, grocery store, dentist office, auto repair shop. Consult zoning use charts.

OCCUPANCY GROUP(S). See Chapter 3 UBC. Single family dwellings are "R-3". Utility buildings such as sheds and private garages are "U-1".

TYPE OF CONSTRUCTION. See Chapter 6 UBC. Most construction is "V-N"; type 5 non-rated.

OCCUPANT LOAD. See Chapter 10 UBC. This should also be noted on the plans per room and use.

PRE-MANUFACTURED. i.e. manufactured/mobile homes, commercial coaches, commercial structures, wood stove. List the manufacturer, year and model number. Additional information may be required, i.e. step-up requirements, listing, etc.

SIZE. Describe the square footage of each type and story of work that is proposed and the height of the structure. This should also be noted on the plans.

HEAT. Note the type of heat proposed. Plans should also note what portions are heated, semi-heated or not heated. Note: The Washington Energy Code Climate Zone is "2".

PLUMBING. The number of traps to be installed or relocated.

VALUE OF WORK. The total estimated cost of all construction work for which the permit issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. See 107.2 UBC.

SPECIAL INSPECTION. Some types of work require addition inspection other than the type provided by the Building Department, i.e. concrete with compression strength greater than 2,500 psi; structural welding; high-strength bolting; special grading. See Chapter 17 UBC.

WATER. How is the potable water supply for the use of the property provided. See RCW 19.27.097. New or changed systems should be described, i.e. 3/4" with 5/8" meter. If a private well or non-municipal water system will be the provider, please include an approved water adequacy form from the County Health District.

SEWER. How is the sewer being disposed of for the use of the property. New or changed systems should be described, i.e. 4" diameter, 6" diameter. If an on-site sewage disposal system is proposed, include County Health District approval. Location of sewer lines and sewer clean-out should be shown on the site plan.

DISCHARGES TO SEWER. Commercial and industrial uses should note any types and temperatures of effluent discharges. The normal expected discharge is "domestic"; contact the Public Works Director if you have questions.

WORK IN RIGHT-OF-WAY. In that the edge of the traveled portion of the street or curb in front of a typical lot is not the property line, please describe and show on the site plan any work desired to be performed, i.e. pave driveway, construct sidewalk, install utilities, construct an awning over the sidewalk, set up barricades for demolition.

FIRE HYDRANT. The distance the entire area of the proposed work is from an existing fire hydrant. Location of the hydrant(s) should be shown on the site plan.

FIRE FLOW REQUIRED. This is the amount of available water that is needed to adequately fight a fire based on the size and fire resistance of a building. See Appendix A Table III-A UFC.

FIRE FLOW AVAILABLE. This is the amount of water that is currently available at the project site for fire fighting. Check with the Fire Chief and/or Public Works Director.

FILLING AND GRADING. Additional earth work should clearly be shown on at least the site plan. Attention needs to be given to erosion, soil stability and undercutting neighboring properties.

FILL. The location and depth of the fill needs to be shown on the site plan, especially in relationship to the proposed work.

STEEP SLOPES. Areas with slopes greater than 20% (one vertical unit for each 5 units) have special erosion issues. The location and extent of these slopes need to be shown on the site plan.

TEMPORARY STRUCTURES. Temporary structures may be permitted in conjunction with a valid building permit. They are usually required to be removed at the completion of the project. These are typically job and security shacks. Their location should be noted on the site plan.

ACCESS. This is the vehicle access to the site (driveway). New and altered access work should clearly be shown on the site plan. Special attention needs to be given to the point of access and how the work will not impede curb drainage and to ensure that site run-off will not follow the driveway on to the traveled portion of the street.

SIGNATURE. Tenants who are proposing work on property they do not own may sign here if and only if accompanied by a letter of permission from the owner stating the scope of work or the owner can sign the application. i.e. the construction of a carport in a mobile home park, office remodel of leased space.