

Building, Planning and Engineering Dept.
 Sedro-Woolley Municipal Building
 325 Metcalf Street
 Sedro-Woolley, WA 98284
 Phone (360) 855-0771
 Fax (360) 855-0733

RESIDENTIAL BUILDING PERMIT APPLICATION

APPLICATION No. _____

All Residential Building Permit applications must be accompanied by three (3) copies of the documents listed below. Failure to attach all the required submittal documents will result in an incomplete application and will not be accepted by City staff. A Plan Review Fee is required to be paid prior to beginning plan review. Plan review fees are 65% of the building permit fee as calculated by the methods set forth in the 1997 edition of the Uniform Building Code.

THIS PAGE TO BE COMPLETED BY CITY STAFF AT THE TIME OF APPLICATION

| Received | Required Submittals |
|----------|---------------------|
|----------|---------------------|

- 1 Completed Application Signed by Applicant

- 2 Three (3): Scaled construction drawings showing the following elements along with their dimensions:
 - (a) Typical Foundation Plan
 - (b) Typical Floor Plan
 - (c) Typical Cross Section
 - (d) Typical Elevation Drawing

IMPORTANT! Be sure to clearly identify the square footage of all new construction, additions or remodel work.

- 3 Three (3): Scaled conceptual site plan showing the following elements along with their dimensions:
 - (a) proposed new building or addition;
 - (b) existing structures, utilities, easements and right-of-ways;
 - (c) existing and proposed street access;
 - (d) parking area(s);

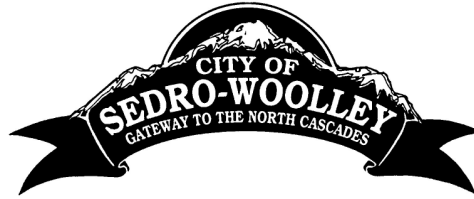
IMPORTANT! Items (a)-(d) above must be **clearly marked** or the application cannot be accepted.

- 4 Plan Review Fee and Critical Area checklist Paid
 Asbestos Survey: Year of Residence (Prior to 1980)

Application Accepted? YES / NO City Official _____ Date: _____

If not accepted, list corrections required to make the application complete:

| Correction Description | Correction approved | Date Received |
|------------------------|---------------------|---------------|
| | | |
| | | |
| | | |



RESIDENTIAL BUILDING PERMIT APPLICATION

SECTION I – PROPERTY AND BUILDING INFORMATION

Fill out completely. Attach legal descriptions and supporting documents as necessary. Please be sure to complete Sections II-III. Failure to complete all sections will result in an incomplete application and may not be accepted by City staff.

| APPLICANT | OWNER | CONTRACTOR |
|--|--|--|
| <input type="checkbox"/> Primary Contact: Name: _____ Address _____ City: _____ Zip Code: _____ Day Phone: _____ Cell Phone: _____ Fax: _____ | <input type="checkbox"/> Primary Contact: Name: _____ Address _____ City: _____ Zip Code: _____ Day Phone: _____ Cell Phone: _____ Fax: _____ | Company: _____ Contact: _____ Address: _____ City: _____ Zip: _____ Day Phone: _____ Cell: _____ Fax: _____ WA. State Reg. #: _____ Expiration Date: _____ City License # _____ |

PROJECT SITE IDENTIFICATION

Site Address: _____ **Parcel I.D. #:** _____ (Refer to Skagit County Assessor website)

| RESIDENTIAL CONSTRUCTION | NEW IMPERVIOUS SURFACES | EXCAVATION & GRADING | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------------------------|-------------------------|-----------------------|---------------------|----------------------|----------------------|---------------------|-------------------------|-------------------------|-------------------|--------------------|-------------|---|--------------------------|--|-----------------------------|--|---------------------|--|--------------------|--|-----------------------------|--|---------------------------|--|--|---------------------|--|---------------|--|------------------|--|-----------------------|--|
| <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">New _____ sq.ft.</td> <td style="width: 50%;">Unfinished _____ sq.ft.</td> </tr> <tr> <td>Addition _____ sq.ft.</td> <td>Garage _____ sq.ft.</td> </tr> <tr> <td>Remodel _____ sq.ft.</td> <td>Carport _____ sq.ft.</td> </tr> <tr> <td>Repair _____ sq.ft.</td> <td>Deck/Porch _____ sq.ft.</td> </tr> <tr> <td>Post Frame _____ sq.ft.</td> <td>Shed _____ sq.ft.</td> </tr> <tr> <td>Bedrooms (#) _____</td> <td>Other _____</td> </tr> </table> | New _____ sq.ft. | Unfinished _____ sq.ft. | Addition _____ sq.ft. | Garage _____ sq.ft. | Remodel _____ sq.ft. | Carport _____ sq.ft. | Repair _____ sq.ft. | Deck/Porch _____ sq.ft. | Post Frame _____ sq.ft. | Shed _____ sq.ft. | Bedrooms (#) _____ | Other _____ | <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">House/Bldg: _____ sq.ft.</td> <td style="width: 50%;"></td> </tr> <tr> <td>Drive/Parking: _____ sq.ft.</td> <td></td> </tr> <tr> <td>Garage _____ sq.ft.</td> <td></td> </tr> <tr> <td>Other _____ sq.ft.</td> <td></td> </tr> <tr> <td>Sidewalk/Patio _____ sq.ft.</td> <td></td> </tr> <tr> <td>Total _____ sq.ft.</td> <td></td> </tr> </table> | House/Bldg: _____ sq.ft. | | Drive/Parking: _____ sq.ft. | | Garage _____ sq.ft. | | Other _____ sq.ft. | | Sidewalk/Patio _____ sq.ft. | | Total _____ sq.ft. | | <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Excavation _____ cy</td> <td style="width: 50%;"></td> </tr> <tr> <td>Fill _____ cy</td> <td></td> </tr> <tr> <td>Grading _____ cy</td> <td></td> </tr> <tr> <td>Total _____ cy</td> <td></td> </tr> </table> | Excavation _____ cy | | Fill _____ cy | | Grading _____ cy | | Total _____ cy | |
| New _____ sq.ft. | Unfinished _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Addition _____ sq.ft. | Garage _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Remodel _____ sq.ft. | Carport _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Repair _____ sq.ft. | Deck/Porch _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Post Frame _____ sq.ft. | Shed _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bedrooms (#) _____ | Other _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| House/Bldg: _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Drive/Parking: _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Garage _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sidewalk/Patio _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total _____ sq.ft. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Excavation _____ cy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fill _____ cy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grading _____ cy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total _____ cy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Remodels: Year of Residence? _____
 Any residence prior to 1980 requires asbestos survey. See enclosed paperwork.

Apartment or Townhouse? YES / NO
 If yes, number of units _____

Total lot coverage, including proposed project, existing buildings, driveways, sidewalks, etc. _____ sq. ft.

PROJECT SITE IDENTIFICATION

| | | |
|--|--------|---|
| Are there any existing structures on the property? | Yes/No | <input type="checkbox"/> Letter of Availability for water service from Skagit County PUD #1, or connection receipt <input type="checkbox"/> Letter of Availability for City sewer or connection receipt <input type="checkbox"/> On-Site Septic System – Permit # _____ <input type="checkbox"/> Right-of-Way Permit for access from road, OR <input type="checkbox"/> N/A |
| Will it be necessary to clear any trees or vegetation for this project? | Yes/No | |
| Do you own adjoining pieces of land? | Yes/No | |
| Is the property within 200 feet of a creek, ditch, surface water, steep slope or wet area? If yes, describe: _____ | Yes/No | |

SECTION II - MECHANICAL AND PLUMBING INFORMATION

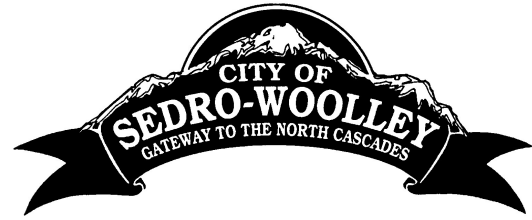
| MECHANICAL | |
|---|---|
| Mechanical Permit Fee | \$25.00 <input type="checkbox"/> |
| FURNACE <input type="checkbox"/> Gas <input type="checkbox"/> Electric | \$20.00 <input type="checkbox"/> x _____ = \$ _____ |
| Floor Furnace/wall heater/suspended heater | \$14.80 <input type="checkbox"/> x _____ = \$ _____ |
| Fireplace or Wood/Gas Stove or Inserts | \$20.00 <input type="checkbox"/> x _____ = \$ _____ |
| Range Hood | \$9.50 <input type="checkbox"/> x _____ = \$ _____ |
| Laundry Fan | \$7.25 <input type="checkbox"/> x _____ = \$ _____ |
| Bathroom Fan | \$7.25 <input type="checkbox"/> x _____ = \$ _____ |
| Fuel Piping Fixtures (1-5 fixtures) | \$5.00 <input type="checkbox"/> x _____ = \$ _____ |
| Fuel Piping Fixtures (6 and over) | \$2.00 <input type="checkbox"/> x _____ = \$ _____ |
| Misc. (please write in): | \$10.65 <input type="checkbox"/> x _____ = \$ _____ |
| Total Mechanical Fees | \$ _____ |
| PLUMBING | |
| Plumbing Permit fee | \$25.00 <input type="checkbox"/> |
| Bathroom Sinks | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Toilets | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Bathtub | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Shower | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Bath/Shower Combo | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Kitchen Sink | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Utility Sink | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Dishwasher | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Clothes Washer | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Hot water Heater <input type="checkbox"/> Gas <input type="checkbox"/> Electric | \$ 7.00 <input type="checkbox"/> x _____ = \$ _____ |
| Exterior Water Faucets | \$10.00 <input type="checkbox"/> x _____ = \$ _____ |
| Total Plumbing Fees | \$ _____ |

SECTION III - SIGNATURE

Complete for this application. Failure to sign the permit application will result in an incomplete application.

Application is hereby RESIDENTIAL BUILDING PERMIT. I certify that I am familiar with the information contained in this application and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the officials of the City of Sedro-Woolley the right to enter the above-described property to inspect the property as part of the permit application review and approval process and/or the proposed or completed work.

Signature (Required): _____ **Date:** _____



GENERAL PERMIT APPLICATION REQUIREMENTS

The following are minimum City Permit Application requirements. Individual projects may have additional submittal requirements. **All plans must be drawn to a scale that dimensions can be verified during plan review.**

REQUIRED:

1. Site Address
2. Owner's Address
3. Name of the builder, architect or engineers name
4. A copy of the contractors Department of Labor and Industries License certification card
5. Legal Description of project site
6. Property I.D. Number (access the Skagit County Assessor's website or look on your property tax statement)
7. Signed copy of Permit Application
8. Signed copy of the Permit Application Policies
9. Site Plan (3 copies)
10. Building Plans (3 copies)
11. City of Sedro-Woolley Business License. This can be obtained at City Hall.
12. Certificate of Water Availability from Skagit PUD (For all commercial buildings and residential buildings with three (3) or more dwelling units)

Additional Submittals That May Be Required:

1. Access Permit
2. Right-of-Way Permit
3. Clear and Grade Permit
4. Sewer Connection Plans/Permit
5. Environmental Checklist
6. Archaeological Site Review
7. Temporary or Permanent Stormwater Control Plan