



SAN JUAN COUNTY COMMUNITY DEVELOPMENT & PLANNING

135 Rhone Street, P.O. Box 947, Friday Harbor, WA. 98250 | (360) 378-2354 | (360) 378-2116 | Fax (360) 378-3922
cdp@sanjuanco.com | www.sanjuanco.com

PERMIT APPLICATION

It is the permit holder's responsibility to renew their permit each year on its issue date until finalized. **You will not be billed for this, so please keep track of your renewal date!**

Stand-Alone Permit Application for:



- Plumbing
- Mechanical
- Demolition
- Commercial Re-roof/Re-siding
- Window Replacement

Use this application for obtaining a permit for the installation, repair, and/or replacement of any plumbing fixture or mechanical device regulated by the adopted codes. Also for use on commercial re-roofing permits, commercial re-siding permits, and window replacement (commercial and residential)

Common items requiring a stand-alone permit include:

- ANY and ALL LPG (propane) line(s), tank, and/or fixture(s), that are installed, replaced, relocated, or altered.
- Installation or replacement of a water heater, boiler, or similar.
- Installation, repair, or replacement of any heating system or equipment including wood fired appliances, heat pumps, boilers, hydronic heat, and other systems not listed here. (Electric heaters are excluded. For these installations, an electrical permit must be obtained from L&I)
- Installation of a new plumbing fixture (in a new location, not replacement). Simple replacement of an existing toilet, faucet, sink, clothes washer or dishwasher **would not** require a permit. Installing a new one where one did not previously exist would require a permit. Moving the fixture to a new location would require a permit.
- Demolition or relocation of any structure regulated by adopted codes.
- Replacement of windows only requires a permit if the window opening(s) are being enlarged or reduced. Broken window replacement or like for like replacement does not require a permit.

PERMIT SUBMISSION CHECKLIST

Please provide the following documents with your permit submission:

1. Completed Permit Application (Green form) including "Description of Work".
2. 2 copies - Basic Site Plan: Location of structure, address/TPN, name of owner. (Overhead photo with structure circled is acceptable.)
3. 2 copies - Floor plan: provide a basic rough sketch including labeling all rooms and showing where appliance or fixture is located. Show location of LPG tank (if applicable), note size and indicate location of piping & outlets.

Green

CRITICAL NOTICES

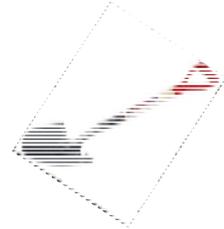
ARCHAEOLOGICAL MATERIALS



IF ARCHAEOLOGICAL MATERIALS ARE OBSERVED WORK MUST BE STOPPED. Should archaeological materials (e.g. bones, shell, stone tools) or human remains be observed during ground-disturbing and construction activities, all work in the immediate vicinity should stop. San Juan County Community Development & Planning (360/378-2116) should be contacted immediately in order to assess the situation and determine how to preserve the resource(s). Compliance with all applicable laws pertaining to archaeological resources is required.

CALL BEFORE YOU DIG

You must phone the utility location center 24 hour hotline at **1-800-424-5555** to locate utilities prior to any excavation.





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PERMIT APPLICATION

ISSUE DATE: _____
PERMIT NO.: _____

PLUMBING
 MECHANICAL
 DEMOLITION**
 RESIDENTIAL
 COMMERCIAL
 OTHER

PLEASE CHECK ALL THAT APPLY ABOVE

PROPERTY INFORMATION

Tax Parcel Number _____	Shoreline: <input type="checkbox"/> YES <input type="checkbox"/> NO <small>(IF YES, ANSWER SHORELINE EXEMPTION QUESTIONS ON REVERSE)</small>
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Island: _____ Project Street Address (if assigned): _____

Description of Project/Work: _____

APPLICANT INFORMATION

Name of Owner(s): _____	Email: _____
Mailing Address: _____	Phone: _____
City: _____	State: _____ Zip: _____

CONTACT/AGENT INFORMATION (THIS IS THE PERSON TO BE CONTACTED ABOUT MATTERS PERTAINING TO THIS PERMIT APPLICATION)

Name of Contact/Agent: _____	Email: _____
Mailing Address: _____	Phone: _____
City: _____	State: _____ Zip: _____

CONTRACTOR INFORMATION

OWNER CONTRACTOR (MUST SIGN DECLARATION ON REVERSE SIDE OF APPLICATION)

Name of Contractor: _____	Email: _____
Mailing Address: _____	Phone: _____
City: _____	State: _____ Zip: _____ License # _____

PROJECT INFORMATION

Additional Project Information	Plumbing Fixtures	Qty	Mechanical Equipment	Qty	Fee	SJC STAFF TO COMPLETE
Date of Original Construction (Year): _____ Square footage of structure: _____ Comments: _____	Toilet/Urinal/Bidet	_____	Furnace, Boiler, Air Handler, Oil Heater	_____	\$20.00	= _____
	Sinks	_____	Air Conditioner/ Heat Pump	_____	\$20.00	= _____
	Shower, Bathtub	_____	Kitchen Hood / ductwork (residential)	_____	\$17.00	= _____
	Dishwasher	_____	Kitchen Hood / ductwork (commercial)	_____	\$105.00	= _____
	Clothes washer	_____	Exhaust Fans / ductwork	_____	\$8.00	= _____
	Floor Drain	_____	Clothes Dryer	_____	\$12.00	= _____
	Radiant Floor Piping	_____	Wood/Pellet / Gas FP/Stove/Insert	_____	\$17.00	= _____
	Water Heater	_____	Chimney / Stove Pipe	_____	\$8.00	= _____
	Hose Bib	_____	LPG or Fuel Oil Tank (Size) _____	_____	\$12.00	= _____
	Modular(Under-Floor)	_____	Underground Fuel Oil / LPG piping	_____	\$12.00	= _____
TO BE COMPLETED BY SJC STAFF			Gas Appliances / Outlets	_____	\$12.00	= _____
Total x \$11.00 =			Other	_____	\$12.00	= _____
Process Fee: +\$34.00			Process Fee	_____	\$34.00	= 34.00
Plumbing Permit Fee*			Mechanical Permit Fee*	_____		= _____

MINIMUM FEE AMOUNT: \$69 | **DEMO FEE: \$105.00 PLUS \$4.50 STATE SURCHARGE TOTAL:

SHORELINE EXEMPTION: Shoreline Parcels – only applies if proposed construction is within an area subject to the requirements of the Shoreline Master Program

- | | | |
|--------------------------|--------------------------|--|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the property owned by a corporation? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the building permit application in a corporate name? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the proposed residence to be sold? Is the proposed residence to be rented? |
| <input type="checkbox"/> | <input type="checkbox"/> | Will the land disturbing activities (grading, excavation, fill, etc.) exceed 7000 square feet? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you own a single family residence on any other waterfront parcel in San Juan County? |

Owner/Contractor
sign here

STOP: *If you answered yes to any of these questions, contact CD&P for a Shoreline Permit Application.*

OWNER/CONTRACTOR DECLARATION* (Check box if applicable)

I am the (an) owner of this property and intend to perform the work covered by this permit as an Owner Contractor and wish to be exempt from the requirements of the Washington State Contractor's Act, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I agree that if I use the assistance of any person(s) to provide labor, materials and/or any assistance on any aspect(s) of the construction, alteration or repair authorized by the building permit, the aggregate compensation for which equals or exceeds \$500, I will retain only contractor(s) registered and currently licensed as required under the laws of the State of Washington. I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Signature of Owner: _____

LENDER INFORMATION NOTICE:

Effective 4/1/92, per RCW 19.27.095, all building permit applications must include the name, address, and phone number of the office of the lender administering the interim construction financing, if any; or the name and address of the firm that has issued a payment bond on behalf of the prime contractor for the protection of the owner, if the bond is for an amount not less than fifty percent of the total amount of the construction project. (Note that contractors are only required to carry a bond amount of \$6,000 in order to be licensed.)

Name of Lender (or contractor if applicable)	COMPLETE ADDRESS	PHONE NUMBER
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UTILITY NOTIFICATION CERTIFICATION:

APPLICANT CERTIFIES BY SIGNING THIS APPLICATION THAT HE/SHE WILL PHONE 1-800-424-5555 (24 hour Utility Location Center) TO LOCATE UTILITIES PRIOR TO EXCAVATION*

*San Juan County CD&P will not accept any responsibility on behalf of applicants failing to comply with the requirement to contact the appropriate utility companies. Any resultant action for failure to perform, including action necessary to make corrections or prevent liability to the county will be the sole responsibility of the owner, permit applicant, or authorized agent as noted herein.

IMPORTANT PLAN REVIEW AND PERMIT EXPIRATION NOTICES:

Unless otherwise extended by the building official, the plan review associated with this application becomes null and void if a permit is not issued within 180 days of the application date.

Unless otherwise extended by the building official, permits issued as a result of this application become null and void if work or construction authorized is not commenced within 180 days of issuance or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Permits are subject to an annual permit renewal fee and shall expire if the fee is not submitted by the permit's anniversary date.

REQUIRED ACCESS FOR INSPECTIONS NOTICE:

Issuance of this building permit automatically conveys to CD&P, and/or its authorized agents, the authority to enter the premises at reasonable hours for the purposes of inspecting the project for adherence to the terms of the permit, until such time as the project is complete AND the final inspection is approved.

OWNER OR AUTHORIZED AGENT AFFIDAVIT:

By signing this application the applicant affirmatively states that he/she is the (an) owner or an authorized agent of the owner(s).

DECLARATION OF TRUE AND CORRECT APPLICATION AND ACCEPTANCE OF RESPONSIBILITY FOR CODE COMPLIANCE:

I declare under penalty of perjury under the laws of the State of Washington that I have read and examined this application and attachments and know the same to be true and correct. I agree that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I understand that permits or inspections presuming to give authority to violate or cancel the provisions of any federal, state or local law, ordinance, or regulation, or permits issued in error on the basis of incorrect, inaccurate or incomplete information supplied by the applicant shall be invalid. I agree to pay plan review fees associated with this permit whether the permit is or is not issued.