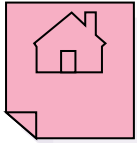




PERMIT REVISION APPLICATION



Please use this checklist and provide the following documents with your PERMIT REVISION SUBMITTAL:

1. **INCLUDE primary building application/permit number.**
2. Completed Revision Application including description of changes
3. **1 set of revised construction drawings, highlight (cloud) all changes to make the differences visible to the plan reviewers.**
 - a. Please include a key or legend listing which pages are replaced and any new pages
 - b. Each revised page should be the same number as the one it replaces
 - c. If a new page needs to be inserted between existing numbers, use a decimal or letter to keep original page numbering the same. (Example – pages between 8 and 9 would be 8.1, 8.2, or 8A, 8B, and so forth.)
4. Mechanical & Plumbing information table filled out (if revision includes either or both)
 - a. List only new/added fixtures not included on the original
5. Revised energy form: Use current adopted WSEC code forms (available at www.sanjuanco.com/981/Building-Permit-Applications)
 - a. Only if changing heat source or building envelope
6. Stormwater Management Plan if you are increasing your footprint
 - a. “Impervious Surfaces Worksheet” (Form SW 3) must be completed and submitted – example provided.
 - b. If your project creates less than 2,000 sf of new impervious surface and less than 7,000 sf of land disturbance, sign and submit the “Certification of Compliance” (Form SW 1).
 - c. If you will be creating over 2,000 sf of new impervious surface, or creating over 7,000 sf of land disturbance, you must prepare a Stormwater Management Plan along with a completed Stormwater Plan Review Application form (Form SW 4). Provide the review application along with 2 copies of the plan and a check for \$245.00 made out to SJC CDP.

If you have any questions, please call 378-2116, Monday –Friday, 8:00 am – 1:00 pm.

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CRITICAL NOTICES

1) 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.

2) SHORELINE BUILDING APPLICANTS

Please indicate clearly on the plan sets, or attach separate sheets showing the profile views of all faces of the buildings in the 200 foot shoreline jurisdiction. You must also accurately show the slopes of the ground for each elevation, both before and after any grading. Cuts over 12 inches, and all fill, will be included in the height calculation.

3) NOT BUILT ON-SITE

If your structure is not being built on-site, you must contact Community Development & Planning Department to discuss how it will be brought to the islands and to your building site.

4) 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.

5) FIRE APPARATUS & EMERGENCY ACCESS

Fire Apparatus Access Road: A road that provides fire apparatus access from a fire station to a facility, building or portion thereof. This is a general term inclusive of all other terms such as fire lane, public street, private street, parking lot lane, access roadway and driveways.

ALL ACCESS ROADS

1. Maximum grade allowed
 - Gravel driveway – 16.0 percent
 - Paved driveway – 22.0 percent
2. Minimum grade allowed – 1.0 percent
3. Minimum curve radius allowed – 50 feet
4. Minimum finished driveway width – 12 feet
5. Cul-de-sacs or hammerhead turnarounds constructed in accordance with County standards are to be located at a maximum of 1,000-foot intervals.
6. All dead-end Fire Apparatus Access Driveways that are more than 150 feet in length shall be provided with an approved cul-de-sac or hammerhead turn-around, constructed in accordance with diagrams provided in the policy and include no more than 150 feet from the end of the Fire Apparatus Access Driveway
7. Fire Apparatus Access Driveways shall be designed and maintained to support fire apparatus, and shall be provided with a surface providing all-weather driving capabilities.
8. All bridges, culverts greater than 24 inches in diameter, and elevated surfaces shall be designed to meet load limits as required for private roads.
9. Fire Apparatus Access Driveways shall be kept clear and unobstructed and maintained to provide the required 12 foot width and shall also be maintained to provide an unobstructed vertical clearance of 13 feet above the driveway surface. Prohibited obstructions include, but are not limited to, planters, retaining walls, medians, landscaping, brush, or other vegetation.
10. All gates or barriers where provided across Fire Apparatus Access Driveways shall be approved, installed, and regulated as provided by Section 503.5 of the international Fire Code.



Legally existing occupiable structures shall not be required to bring their existing driveways into compliance with this policy. Any questions regarding this should be directed to the San Juan County Fire Marshal, 1011 Mullis St., Friday Harbor, WA 98250 (360) 378-3473, or see: www.sjcfiremarshal.org.



SAN JUAN COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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 REVISION APPLICATION

LAND USE APPROVAL _____

PLANS EXAM APPROVAL _____

BUILDING **PLUMBING** **MECHANICAL** **MODULAR** **COMMERCIAL**

REVISION TYPE - CHECK ALL THAT APPLY ABOVE

PROPERTY INFORMATION

ESTIMATED VALUATION OF REVISION WORK: \$ _____

Tax Parcel Number	Is work within 200' shoreline jurisdiction? <input type="checkbox"/> NO <input type="checkbox"/> YES
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CONTACT/AGENT INFORMATION (THIS IS THE PERSON TO BE CONTACTED ABOUT MATTERS PERTAINING TO THIS PERMIT APPLICATION)

Owner: _____	Email: _____
	Phone: _____
Contact/Agent: _____	Email: _____
	Phone: _____

Original permit Number: _____

Description of Project/Work: _____

PROJECT INFORMATION - Indicate only changes from original

Permit Type & Square Footage	Qty	Plumbing Fixtures	Mechanical Equip.	Qty	Fee	TO BE COMPLETED BY SJC STAFF
CHECK ALL THAT APPLY	FILL IN SQUARE FOOTAGE					
	New	Addition	Remodel			
Commercial						
Residence						
Garage/Shop						
Accessory						
Uncovered Porch						
Covered Porch						
Greenhouse / Sunroom						
Unfinished Basement						
Change of Use						
Other (Specify):						
Revision - Original Permit #:						
Comments:			WATER AVAILABILITY #: _____		TOTAL:	
			SEPTIC DESIGN #: _____			
			TOTAL # OF BEDROOMS: _____			
Disturbed Land Area: _____ sq. ft.		R.P.A. (or other land use permit) #: _____				

Owner Signature: _____

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