



# COMMERCIAL PERMIT APPLICATION

**Garfield County**  
**Public Works**  
 300 S 19<sup>th</sup> Street  
 PO Box 160  
 Pomeroy, WA 99347  
 509-843-1301

NEW CONSTRUCTION

ADDITION/ALTERATION

PROJECT LOCATION	
<b>SITE ADDRESS</b>	
<b>TAX PARCEL #</b>	

APPLICANT	<input type="checkbox"/> OWNER <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> OTHER: _____	
<b>Name:</b>		<b>Day Phone</b>
<b>Mailing Address:</b>		
<b>E-mail:</b>		<b>Cell Phone</b>
PROPERTY OWNER		
<b>Name:</b>		<b>Day Phone</b>
<b>Mailing Address:</b>		
<b>E-mail:</b>		<b>Cell Phone</b>
CONTRACTOR	<input type="checkbox"/> YES <input type="checkbox"/> N/A	
<b>Name:</b>		<b>Day phone</b>
<b>Mailing Address:</b>		
<b>E-mail:</b>		<b>Cell Phone</b>
<b>Contractor License #</b>		<b>Expiration Date</b>

PERSON PERFORMING THE WORK
<input type="checkbox"/> I am currently registered and properly licensed as a CONTRACTOR or SPECIALITY CONTRACTOR as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit; or <input type="checkbox"/> I am an AUTHORIZED AGENT of the property owner and all work will be done by a properly licensed contractor or a specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit; or: <input type="checkbox"/> I am EXEMPT from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialty contractors in connection with the work to be performed under the permit applied herein.
<b>Signature:</b> _____ <span style="float: right;"><b>Date:</b> _____</span>
<b>Print Name:</b> _____
For information about Contractor Licensing and Registration Requirements, please contact the Washington State Department of Labor & Industries at 1-509-735-0100 (or) <a href="http://www.lni.wa.gov/">http://www.lni.wa.gov/</a> (or) <a href="http://lni.wa.gov/TradesLicensing/Contractors/HireCon/default.asp">http://lni.wa.gov/TradesLicensing/Contractors/HireCon/default.asp</a>
<b>PAYMENTS:</b> Make check payable to Garfield County.

<b>REQUIRED DOCUMENTS</b>		(Additional documents may be required upon completion of review)	
<input type="checkbox"/> <b>Construction plans</b>	• See Commercial Plan Review Checklist	<input type="checkbox"/> <b>If Applicable:</b> SEPA Checklist and submittal	<input type="checkbox"/> Contact Columbia County Health Department for projects involving food/beverage service at (509) 382-2181.
<input type="checkbox"/> <b>Site Plan</b>	• See Commercial Plan Review Checklist		

<b>PROJECT INFORMATION</b>		<b>Description of Work:</b>	
<b>Project Valuation</b> (Based on Fair Market Value of Labor and Materials): \$ _____		<b>Type of Construction</b> (block/wood/metal/stick-built):	
<b>Existing Use:</b>		<b>Proposed Use:</b>	
<b>Existing Impervious Surface (sq. ft.):</b>		<b>Total New Impervious Surface (sq. ft.):</b>	
<b>Existing Lot Coverage (sq. ft.):</b>		<b>Total New Lot Coverage (sq. ft.):</b>	
<b>Building Type(s):</b> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Multi-Family <input type="checkbox"/> Public <input type="checkbox"/> Manufactured	<b>Type of Project(s):</b> <input type="checkbox"/> New <input type="checkbox"/> Tenant Improvement <input type="checkbox"/> Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Addition <input type="checkbox"/> Foundation <input type="checkbox"/> Accessory <input type="checkbox"/> Reroof <input type="checkbox"/> Repair <input type="checkbox"/> Other _____	<b># of Stories:</b>	<b># of Dwellings:</b>
		<b>Basement:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Total # Bedrooms:</b>
		<b>Building Height:</b>	
		<b>Heat Source:</b> <input type="checkbox"/> Electric <input type="checkbox"/> Other _____	
<b># of Stories:</b>	<b>Building Height:</b>	<b># of Bedrooms:</b>	
<b>Sewer Connection:</b> <input type="checkbox"/> New <input type="checkbox"/> Revise <input type="checkbox"/> Existing <input type="checkbox"/> N/A		<b>Water Connection:</b> <input type="checkbox"/> New <input type="checkbox"/> Revise <input type="checkbox"/> Existing <input type="checkbox"/> N/A	
<b>Electric Service:</b> <input type="checkbox"/> New <input type="checkbox"/> Revise <input type="checkbox"/> Existing <input type="checkbox"/> N/A		<b>Other</b> _____ <input type="checkbox"/> New <input type="checkbox"/> Revise <input type="checkbox"/> Existing <input type="checkbox"/> N/A	

<b>LENDER INFORMATION:</b>	<b>Self-Financed:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If you checked "NO" - Information must be provided for projects valued over \$5,000 per RCW 19.27.095.</i>	
<b>Name of Lender:</b> (or) Bonding Company providing interim construction financing:	<b>Phone:</b>
<b>Address:</b>	

<b>APPLICANT CERTIFICATION</b>	
* I certify that I am the <b>owner</b> of the property described above (or) the owner(s) <b>authorized agent</b> and I have been given express permission by the owner(s) of the property to submit this application for permit and that I am authorized by the owner(s) of this property to perform the work for which the application is made and I comply with the requirements of the Washington State Contractors Act, per RCW 18.27. I certify that to the best of my knowledge, the information submitted in support of this permit application is true and correct. I understand that issuance of this permit does not remove the owner's responsibility for compliance with local, state or federal laws regulating construction, land use or environmental laws.	
<b>Signature of Applicant:</b> Owner (or) Authorized Agent	<b>Date:</b>
<b>Print Name:</b>	
<b>NOTICE:</b> An application for a permit for any proposed work shall be deemed to be abandoned 180 days after the date of filing unless an application has been pursued in good faith or a permit has been issued.	

**STAFF USE ONLY**

**Zone:**  
**Allowed use**  Yes  No

**SEPA Exempt**  Yes  No  
**RCW Citation:**

<b>Allowed Setbacks:</b>	<b>Front:</b>	<b>Side:</b>	<b>Rear:</b>	<b>Other:</b>
<b>Actual Setbacks:</b>	<b>Front:</b>	<b>Side:</b>	<b>Rear:</b>	<b>Other:</b>
<b>CUP requested</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Flood Zone</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Wetland</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Landslide Hazard</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Variance requested</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Elevation Certificate Required</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Riparian Area</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Erosion Hazard</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Right of Way Permit Required</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Approach Permit Required</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Historic District/Designation:</b>	<b>Aquifer Protection</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Shoreline</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Seismic Hazard</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>COA Req'd:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<b>Special Studies submitted:</b>			

**NOTES:**

**APPROVALS:**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> County Road       | <input type="checkbox"/> Planning & Zoning          | <input type="checkbox"/> Sheriff's Dept - Address |
| <input type="checkbox"/> Assessor's Office | <input type="checkbox"/> Treasurer's Office         |   |
| <input type="checkbox"/> Health District   | <input type="checkbox"/> Building – Columbia County |   |

\_\_\_\_\_  
 Permit Administrator

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Public Works Director

\_\_\_\_\_  
 Date