



**Columbia County Planning &  
Building Department**  
114 South 2<sup>nd</sup> Street  
Dayton, WA 99328  
509-382-4676

## RESIDENTIAL ADDITION PERMIT APPLICATION

**JURISDICTION PERMIT FOR:**

COLUMBIA COUNTY     
  CITY OF DAYTON     
  TOWN OF STARBUCK

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
<p><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</p> <p><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:</p> <p><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.</p>
<p><b>Signature:</b> _____ <span style="float: right;"><b>Date:</b> _____</span></p> <p><b>Print Name:</b> _____</p>

For information about Contractor Licensing and Registration Requirements, please contact the Washington State Department of Labor & Industries at 1-509-735-0100 (or) <http://www.lni.wa.gov/> (or) <http://lni.wa.gov/TradesLicensing/Contractors/HireCon/default.asp>

**PAYMENTS:** Make check payable to Columbia County Treasurer or pay with credit card at <https://bit.ly/2XdO1T7> (minimum \$2 or 2.5% fee applies)

REQUIRED DOCUMENTS		(Additional documents may be required upon completion of review)	
<input type="checkbox"/>	Construction plans or detailed drawings/description <ul style="list-style-type: none"> <li>See Residential Plan Review Checklist</li> </ul>	<input type="checkbox"/>	<b>Site Plan</b> <ul style="list-style-type: none"> <li>See Sample Site Plan</li> </ul>
<input type="checkbox"/>	Existing and Proposed Floor Plans <ul style="list-style-type: none"> <li>Label proposed use of each room</li> <li>Show dimensions of rooms</li> </ul>	<input type="checkbox"/>	Completed Plumbing/Mechanical fixture sheet if adding, replacing or relocating fixtures.
		<input type="checkbox"/>	Washington State Energy Code worksheet - find at <a href="https://bit.ly/3fS9B8f">https://bit.ly/3fS9B8f</a>

PROJECT INFORMATION	Description of Work:

<b>Project Valuation</b> (Based on Fair Market Value of Labor and Materials): \$ _____	
<b>Proposed Use</b> (Full time, vacation, cabin):	<b>Type of Construction</b> (block/wood/metal/stick-built):
<b>Total Existing Impervious Surface</b> (sq. /ft.):	<b>Total New Impervious Surface</b> (sq. /ft.):
<b>Total Existing Lot Coverage</b> (sq. /ft.):	<b>Total New Lot Coverage</b> (sq. /ft.):
<b>Will you be installing:</b> <input type="checkbox"/> Sidewalk <input type="checkbox"/> Curb & Gutter <input type="checkbox"/> Driveway	
<b>Building Height:</b>	<b>Previous # of Bedrooms:</b> <b>Total of Proposed Bedrooms:</b>
<b>Basement:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Finished <input type="checkbox"/> Unfinished	<b>Heat Source:</b> <input type="checkbox"/> Electric <input type="checkbox"/> Other _____
<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

LENDER INFORMATION:	Self-Financed: <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>	

APPLICANT CERTIFICATION	
* 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> <i>Owner (or) Authorized Agent</i>	<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>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>			
<b>Road/Bridge Restrictions:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Covenants or Restrictions:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Open Range:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	

**NOTES:**



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## RESIDENTIAL PLAN REVIEW CHECKLIST

### SITE PLAN (See Sample Site Plan):

#### Please be sure your site plan includes:

- Distances to property lines from proposed building(s)
- Distances between proposed and existing buildings
- Driveway location with width dimension
- Major landscaping
- Water and septic system locations
- Easements

**STRUCTURAL PLANS** will vary depending on the size and complexity of the project. Please include the below items as they apply to your project.

- ENERGY CODE** worksheets are required for additions of more than 500 sq. ft. Worksheets can be downloaded at <https://bit.ly/3fS9B8f> or request one from the Planning & Building Dept.
- FOUNDATION PLAN** showing cross section and plan view
  - Re-bar
  - Slab
  - Insulation
  - Anchor bolts
  - Hold downs
  - Ventilation
  - Crawl Space Access
  - Footing Sizes
- FLOOR PLAN** with room dimensions showing
  - Rooms Labeled
  - Main Floor
  - Basement
  - Water heater location
  - Furnace location: Gas or Electric
  - Location & size of ventilation fan(s)
  - Smoke & carbon monoxide detector locations
  - Total Sq. Ft./House/Garage
  - 2<sup>nd</sup> Floor
  - Decks
  - Door & Window location(s) & size
  - Plumbing fixture locations
  - Attic access location & size

### DETAILS

#### Please be sure your details show:

- Stair cross-section
- Shear Detail
- Support pads, beams, posts
- Floor framing detail
- Garage fire wall requirements
- Fireplace details (gas/solid fuel)
- Furnace BTU's, location, efficiency rating, gas or electric, make-up air
- Shear walls
- Wall cross section w/insulation R-values
- Nailing Schedule
- Header sizes
- Fire blocking
- Roof framing / Truss plans (engineered)
- Masonry details



## SAMPLE SITE PLAN

Parcel # 263994

### Site Plan Requirements:

Dimensions shown are for illustration only.

- Property lines.
- North arrow.
- Distance from all buildings and parking areas to property lines.
- Distance between all buildings on the parcel.
- Names of all roads abutting property.
- Location of water and sewer connections or well and septic/drain field.
- Distance of roof overhangs or other projections to property lines.
- Locations and dimensions of all easements.
- Locations and sizes of decks, retaining walls, rockeries, and similar items.
- Location of trees and/or significant landscaping.
- Show electric service as either above ground or below ground.

