



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

ACCESSORY DWELLING UNIT PERMIT APPLICATION

JURISDICTION PERMIT FOR:

COLUMBIA COUNTY **CITY OF DAYTON** **TOWN OF STARBUCK**

PROJECT LOCATION	
SITE ADDRESS	
TAX PARCEL #	

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

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>Signature: _____ Date: _____</p> <p>Print Name: _____</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"> See Plan Review Checklist 	<input type="checkbox"/>	Site Plan <ul style="list-style-type: none"> See Sample Site Plan
<input type="checkbox"/>	Floor Plan showing the proposed use of each room <ul style="list-style-type: none"> Show dimensions of rooms Firewall separation required for attached ADUs 	<input type="checkbox"/>	Plumbing/Mechanical Fixture Sheet if adding, replacing, or relocating fixtures
		<input type="checkbox"/>	Washington State Energy Code worksheet - find at https://bit.ly/3fS9B8f

PROJECT INFORMATION	Description of Work:

Project Valuation (Based on Fair Market Value of Labor and Materials): \$ _____		
Proposed Use (Full time, vacation, cabin):	Type of Construction (block/wood/metal/stick-built):	
Total Existing Impervious Surface (sq. /ft.):	Total New Impervious Surface (sq. /ft.):	
Total Existing Lot Coverage (sq. /ft.):	Total New Lot Coverage (sq. /ft.):	
Where is the ADU located on your property? <input type="checkbox"/> Addition <input type="checkbox"/> Stand-Alone Building <input type="checkbox"/> Basement <input type="checkbox"/> Other: _____	# of Stories:	# of Dwellings:
	Basement: <input type="checkbox"/> Yes <input type="checkbox"/> No	Total # Bedrooms:
Building Height:	Heat Source: <input type="checkbox"/> Electric <input type="checkbox"/> Other _____	
Sewer Connection: <input type="checkbox"/> New <input type="checkbox"/> Revise <input type="checkbox"/> Existing <input type="checkbox"/> N/A	Water Connection: <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>	
Name of Lender: (or) Bonding Company providing interim construction financing:	Phone:
Address:	

APPLICANT CERTIFICATION	
* I certify that I am the owner of the property described above (or) the owner(s) authorized agent 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.	
Signature of Applicant: <i>Owner (or) Authorized Agent</i>	Date:
Print Name:	
NOTICE: 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:

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

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
 - 2nd 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.

