

City of Blaine



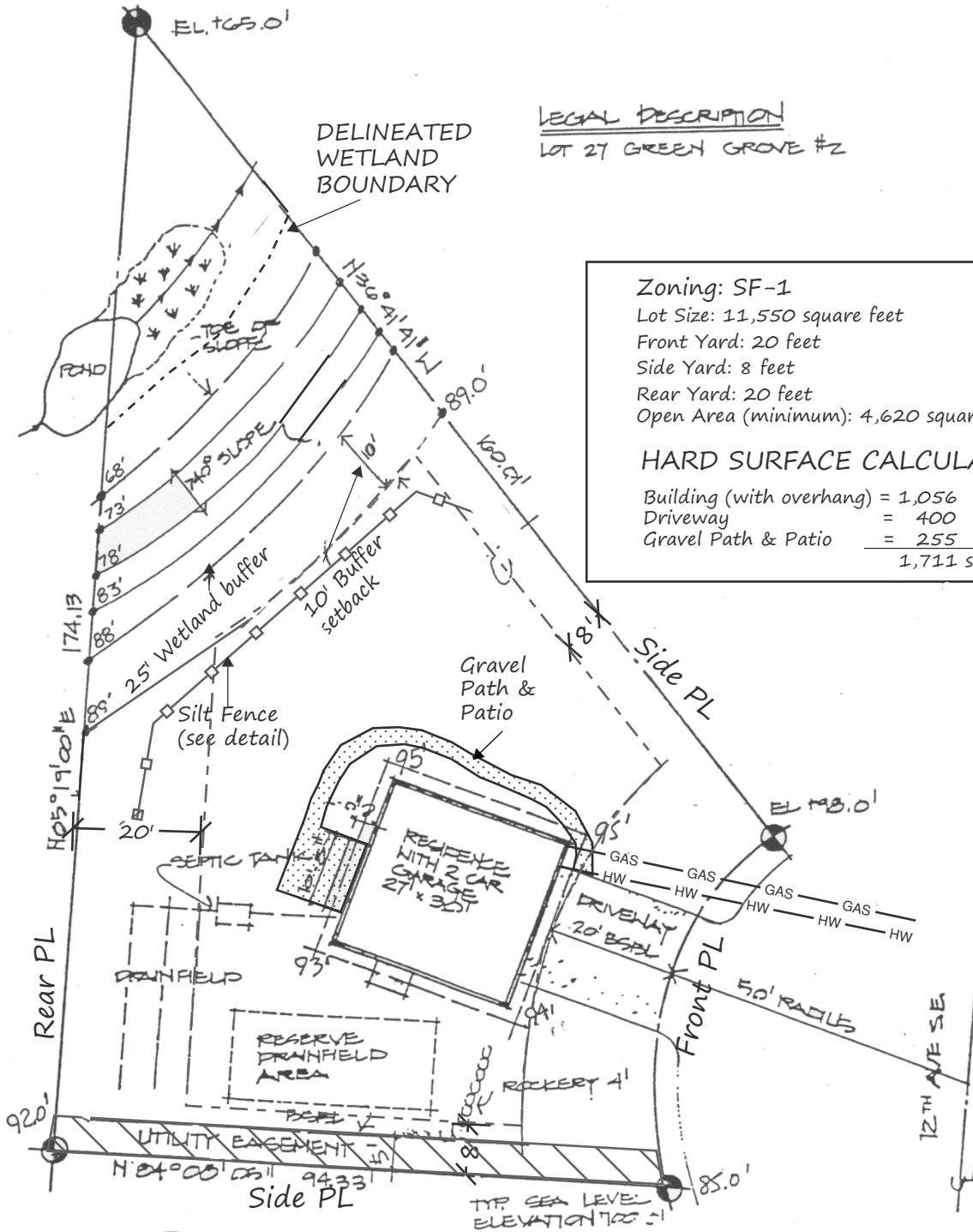
Residential Building Permit Submittal Checklist

Please take time to verify all minimum submittal requirements are provided at the time of permit submittal. Any missing items will result in an incomplete application and we will be unable to accept the permit. Please call (360) 332-8311 with any questions.

Documents Required to submit: Provide two copies of all documents except the Utility Request.	Not Applicable	Provided
Application: Provide a completed copy of a Single-Family Residential Building Permit Application .		
Utility Request: Provide a completed Utility Request if new water, electric, or sewer connections are needed.		
Washington State Energy Code Compliance Form: Provide energy forms if the project includes new exterior walls; verify forms indicate Blaine, WA as the location.		
Stormwater Report: Provide a stormwater report prepared by a Washington State Licensed engineer if the hard-surface exceeds 5,000 square feet.		
Structural Calculations: Provide if design does not comply with prescriptive requirements of the International Residential Code. Calculations must be stamped and signed by a Washington Licensed Engineer.		
Minimum Site Plan Submittal Requirements: Provide three full size site plan (or two full size copies and one digital copy emailed to building@cityofblaine.com). Minimum size plans 24" x 36" inches. Exception: 11" x 17" is allowed if drawn to scale and clearly legible.		
Site Plan must include: All property lines with dimensions, proposed building foundation & eaves lines, exterior columns and support pads, setbacks to adjacent property lines (for eaves and foundation), easements, existing utility lines and proposed utility connections, parking areas, sidewalks, patios, gravel areas, decks, porches with labels for each. Provide an itemized calculation of hard surfaces. Show all adjacent streets, alleys, existing & proposed driveways and curb cuts. Show drainage w/ ditches and any wetlands w/ buffers. Indicate if site is flat or show slopes w/ contours. Include a title block with the parcel number / address / project name. Provide a scale and north arrow. Example provided on back of checklist.		
Minimum Building Plan Submittal Requirements: Provide two full sets of plans and an additional two site plans. Minimum size plans 24" x 36" inches. Exception: 11" x 17" is allowed if drawn to scale and clearly legible.		
Foundation Plan: Plans should show footing sizes, rebar locations/spacing, stem wall sizes, hold-down device locations, and anchor bolt size/spacing.		
Dimensioned Floor Plan: plan should label usage and square footage of all rooms, any rated walls (garage/house separation), and be 1/4 inch per foot scale.		
Framing Plans: plans should identify all floor framing members, roof framing members, headers / beams, girders, columns, bearing points, and bearing walls.		
Construction Details: details of all specific construction requirements, such as: deck ledger attachment details, shear wall construction details, stair rise and run etc.		
Elevation Plans: four separate elevations for North, East, South, and West elevations should be provided. Plans should show: roof pitches, exterior wall coverings, roofing material, building height, and railing heights. Provide calculation of Average Grade Level (see BMC 17.142.067)		
Braced Wall Plan: include braced wall lines locations, brace wall method, and length of braced wall panels.		
Cross Section: include section from footing through floors and roof framing. Section should show insulation, wall coverings, framing, footing, stem wall, grade slope, attic ventilation, etc.		

Applicant Signature: _____ **Date:** _____

Owner's name: John R. Doe	Drawing title: SITE PLAN example	Scale: 1" = 20'-0"
Site address: 101 12th Ave SE	Parcel number: 380224-456098-0000	Date: 6/15/09



LEGAL DESCRIPTION
LOT 27 GREEN GROVE #2

Zoning: SF-1	
Lot Size: 11,550 square feet	
Front Yard: 20 feet	
Side Yard: 8 feet	
Rear Yard: 20 feet	
Open Area (minimum): 4,620 square feet (40%)	
HARD SURFACE CALCULATION	
Building (with overhang)	= 1,056
Driveway	= 400
Gravel Path & Patio	= 255
	<hr/>
	1,711 sf



SITE PLAN
SCALE: 1" = 20'

EXAMPLE DRAWING C-1



CITY OF BLAINE

COMMUNITY DEVELOPMENT SERVICES DEPARTMENT

435 MARTIN STREET, SUITE 3000 • BLAINE, WA • 98230
 PHONE: (360) 332-8311 • FAX: (360) 543-9978
 www.cityofblaine.com

Single-Family Residential Building Permit Application

FOR OFFICE USE ONLY	
Building Permit Deposit 020 Permit Fee \$ _____	
Receipt # _____	STAMP IN DATE

APPLICANT INFORMATION

Project Name or Tenant (If Applicable):			*Value of Construction:		
Site Address:			Tax Parcel Number:		
General Location:			Lot Number:		
Contact Person:			Firm or Company Name:		
Address:			Telephone #:		
City:	State / Province:	Zip/Postal Code:	Email Address:		
Contractor:		UBI #	Telephone #:		
Address:		City / State / Zip:	E-Mail Address:		
State Contractor's License #	Expiration Date:		City of Blaine Business License: Current: Yes No Expires:		
Architect of Record –Contact Name:			Firm or Company Name:		
Address:			Telephone #:		
City:	City / State / Zip:		E-Mail Address:		
Engineer of Record – Contact Name:			Firm or Company Name:		
Address:			Telephone #:		
City:	City / State / Zip:		E-Mail Address:		
Property Owner:			Telephone #:		
Address:			Cell Phone #:		
City:	City / State / Zip:		E-Mail Address:		

DESCRIPTION OF WORK TO BE DONE (include separate sheets as necessary):

TYPE OF WORK:	New – Single Family Residence			New Residential - Accessory Structure		
	Addition – Single Family Residence			Addition - Accessory Structure		
	Interior Remodel – Single Family Residence			Interior Remodel – Accessory Structure		
	Deck	Covered	Uncovered	Garage	Carport	Uncovered

TYPE OF CONSTRUCTION	Type V-N	Other _____	IRC Occupancy:	R-3	U-1	Other _____
-----------------------------	----------	-------------	-----------------------	-----	-----	-------------

New or Addition Square Footage:	_____ S.F. Dwelling	_____ S.F. Garage/Carport
_____ S.F. Accessory Structure	_____ S.F. Covered Deck	_____ S.F. Uncovered Deck
Remodeled Area Square Footage:	_____ S.F. Dwelling	_____ S.F. Garage/Carport
_____ S.F. Accessory Structure	_____ S.F. Covered Deck	_____ S.F. Uncovered Deck
Total Square Footage of the Structure(s):	_____ S.F. Dwelling	_____ S.F. Garage/Carport
_____ S.F. Accessory Structure	_____ S.F. Covered Deck	_____ S.F. Uncovered Deck

* **Value of Construction** – The value of construction shall include the prevailing fair market value of all labor, materials & equipment, whether actually paid or not, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems, automatic sprinkler systems, other mechanical systems and other permanent work of equipment, not including furnishings. The Building Official shall make the final determination of the value of construction as specified in Section R108.3 of the International Residential Code.

Expiration of Plan Review – Applications for which no permit is issued within 180 days following the date of application shall expire and all fees paid shall be forfeited. Upon written request of the applicant, the Building Official may grant a 180-day extension to the Plan Review time as specified in Section R105.3.2 of the International Residential Code.

ACKNOWLEDGEMENT

By signing the application form, the applicant/owner attests that the information provided herein is true and correct to the best of their knowledge. Any material falsehood or any omission of a material fact made by the applicant/owner with respect to this application may result in an issued permit being null and void.

I, the applicant/owner, certify that this application is being made with the full knowledge and consent of all owners of the property in question. I also agree to provide access and right of entry to City of Blaine and its employees, representatives or agents for the sole purpose of application review and any required later inspections. This right of entry shall expire when the City (through the Director or designee) concludes the application has complied with all applicable laws and regulations. Access and right of entry to the applicant's property shall be requested and shall occur only during regular business hours.

_____ (PROPERTY OWNER -**PRINT NAME**) _____ (DATE)

I hereby designate _____ to act as my agent in matters related to this application
 _____ (LICENSED CONTRACTOR'S NAME-**PRINT NAME**)

For permit(s.)

_____ (PROPERTY OWNER-APPLICANT - **SIGNATURE**) _____ (DATE)



UTILITY REQUEST

PLEASE NOTE: Applicants will be notified of any deficiencies in their application within 30 days of receipt. If any unresolved deficiencies remain at the end of 120 days the application will become void. All fields below must be completed or your request will be considered deficient.

APPLICANT IS: OWNER CONTRACTOR OTHER

APPLICANT _____ MAILING ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____ CONTACT PHONE NUMBER _____ EMAIL ADDRESS _____

STREET ADDRESS OR SUBDIVISION/LOT # OF PROPERTY FOR WHICH SERVICE IS REQUESTED _____

TAX PARCEL ID NUMBER _____	S.F. APPROXIMATE FLOOR AREA _____	USE OF STRUCTURE SINGLE FAMILY _____ DUPLEX _____ MULTI-FAMILY _____
NEW STRUCTURE? YES NO	COMMERCIAL _____ OTHER _____	NUMBER OF UNITS _____

S.F.
TOTAL IMPERVIOUS* AREA TOTAL SQ. FOOTAGE OF LOT(S) SITE PLAN ATTACHED? YES NO

*(IMPERVIOUS AREA INCLUDES BUILDING FOOTPRINT, DRIVEWAYS, PARKING, PATIO, HARD SURFACES, ETC.)
ANY AREA GREATER THAN 2000 SQ.FT. MUST INCLUDE A STORMWATER PLAN

IS/WAS SITE PREVIOUSLY DEVELOPED? YES NO IF YES, PLEASE DESCRIBE: _____

SERVICES REQUESTED FOR SINGLE FAMILY RESIDENCE (SFR)

WATER This includes one 3/4" meter	SEWER 6" LATERALS TO BE CONSTRUCTED BY OWNER AND BE INSPECTED BY THE CITY.	POWER * See reverse side for details This includes one meter, temporary power, early PVC & permanent power AMPERAGE 200 320 400
--	--	---

SERVICES REQUESTED FOR COMMERCIAL, DUPLEX, MULTI-FAMILY OR OTHER

WATER METER SIZE QTY. 3/4" _____ Irrigation _____ 1" _____ 1-1/2" _____ 2" _____ See Development Standard Sheet 4-16	SEWER 6" LATERALS TO BE CONSTRUCTED BY OWNER AND BE INSPECTED BY THE CITY. See Development Standard Sheet 5-12	POWER PERMANENT TEMPORARY NUMBER OF METERS _____ SINGLE PHASE (120/240V) THREE PHASE VOLTAGE _____ REWIRE LINE EXTENSION AMPERAGE 200 320 400 Other _____ See Development Standard Sheets 6-1, 6-2 & 6-3
---	--	--

CONTRACTOR INFORMATION(FOR BILLING DURING CONSTRUCTION)

OWNER INFORMATION(FOR PERMANENT BILLING)

NAME _____

NAME _____

MAILING ADDRESS _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

CITY _____ STATE _____ ZIP CODE _____

CONTACT PHONE NUMBER _____

CONTACT PHONE NUMBER _____

APPLICANT ACKNOWLEDGES HE/SHE MUST **PAY IN FULL** ALL FEES AND CHARGES BEFORE THE CITY WILL **ISSUE A BUILDING PERMIT** (IF APPLICABLE), OR **SCHEDULE SERVICE CONNECTIONS**.

SIGNATURE _____

DATE _____