



SITE IMPROVEMENT PERMIT APPLICATION

Liberty Lake Planning, Engineering & Building Services
 22710 E Country Vista Drive, Liberty Lake, WA 99019
 Phone: (509) 755-6726 Fax: (509) 755-6713
 Website: www.libertylakewa.gov
 Email: permitcenter@libertylakewa.gov

- New Commercial / Industrial
 Multi-Family Residential
 Residential
 Other:

Along with this application please provide the following:

- One electronic copy of drawings / plans with supporting documents
- Any applicable plumbing, mechanical, fire, and right of way permit applications

All businesses which perform work in the City must have a current Business License. If the business is located outside the City, the license must have a City of Liberty Lake Endorsement.

CHECK ONE BOX BELOW TO INDICATE WHO THE APPLICANT IS

Owner's Name:	
Email:	Phone:
Address:	City, State, Zip:
Contractor's Company and Contact Name:	
Email:	Phone:
Address:	City, State, Zip:
WA State Contractor License:	Contractor UBI Number:
Architect's Name:	
Email:	Phone:
Address:	City, State, Zip:
Civil Engineer's Name:	
Email:	Phone:
Address:	City, State, Zip:
Project Contact's Name:	
Email:	Phone:

Site Specific Information					
Project Address:			Estimated Value of Project:		
Project Description: (Please indicate if you are applying for grading permit <u>only</u> . Grading permits allow only for the removal of vegetation and general leveling/pad creation- no forms may be placed. If applying for other site improvements, please describe in detail the scope of work.)					
# of cubic yards removed:		# of cubic yards added:		# of cubic yards moved on site:	
# of parking spaces:			# of ADA parking spaces:		
Special Inspections Required?		Yes	No	(If Yes, please provide the Statement of Special Inspections document)	
Are there existing structures on the property?		Yes	No	What is the current property size? acres sq ft	
Is the property within a 100-year flood plan?		Yes	No	Is the property within 250 feet of a shoreline? Yes No	
Are there wetlands within 200 feet?		Yes	No	Is there evidence of fill or excavation? Yes No	
Are there slopes greater than 30% on the property (30 ft. rise in 100 ft.)?		Yes	No	Are critical or hazardous materials used or stored on site? (If Yes, please provide list of materials) Yes No	
		(%)		

Required Signatures

BY SIGNING BELOW, I ACKNOWLEDGE THAT A MINIMUM OF 24 HRS. NOTICE IS REQUIRED FOR ALL INSPECTION REQUESTS

Property Owner's Signature **Printed Name** **Date**

Applicant's Signature **Printed Name** **Date**

Permit Issuance Option

Would you like to receive your permit / approved plans via email? Yes No

(If yes, please complete the portion below. Once review of your application is complete, we will contact you for credit card payment via phone.)

The permit becomes null and void if work or construction authorized by the permit is not commenced within 180 days of issuance or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced, unless an extension is granted. Issuance of this permit does not give the authority to violate any federal, state, or local laws or ordinances, or the building code regulating construction. Separate permits (building, plumbing, mechanical, sewer, water connection, electrical, etc.) may be required for work performed on this site. Additional permits /plans may be required prior to Certificate of Occupancy issuance. Contact SRCAA at 509-477-4727 and/or visit www.spokanecleanair.org to ensure compliance with air quality regulations. The applicant shall be responsible for obtaining additional permits/approvals from affected agencies. By checking the box below, I certify that I have read and understand all of the conditions contained herein and I have the authority to sign on behalf of the applicant. Additionally, I certify that my signature included on the permit, if done by electronic means, provides the same understanding and authority as if I had signed the permit in person or writing.

BY SIGNING BELOW, I GIVE MY PERMISSION FOR USE OF MY ELECTRONIC SIGNATURE ON THE PERMIT AND I ACKNOWLEDGE THAT I UNDERSTAND AND AGREE TO THE TERMS DESCRIBED ABOVE.

Applicant's Signature **Printed Name** **Date**

BUILDING INFORMATION (PLANNING, ENGINEERING & BUILDING SERVICES OFFICE USE ONLY)

DOCUMENTS RECEIVED AND APPROVAL STATUS:
(check if received/applicable, circle once approved)

Drainage Report	APPROVED	Site Plan	APPROVED
Topographical Survey of Existing Conditions	APPROVED	Site Lighting Photometric Analysis Plan	APPROVED
Grading Plan	APPROVED	Details Meet City Detail Standards	APPROVED
Storm Water Plan	APPROVED	Parking Space Count Meets Code	APPROVED
Utility Plan	APPROVED	Landscaping Meets Code	APPROVED

PROJECT VALUE:

Notes and Conditions