



RESIDENTIAL BUILDING 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

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|-------------------|---------------------|-----------------------|-----------------|
| New Single Family | Deck / Patio Cover | Addition / Alteration | Basement Finish |
| New Duplex | Accessory Structure | Window Replacement | Re-Roof |
| Other: | | | |

Along with this application please provide electronic files of the following:

- o Electronic copies of drawings / plans with supporting documents
- o Any applicable mechanical and plumbing permit applications (If you are applying for a new single-family residence or duplex, you are not required to submit separate mechanical and plumbing applications, just provide the contractor's name and license number in the section below. New SFR plumbing and mechanical fees will be applied per our fee schedule and included with this permit.)

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

INDICATE THE APPLICANT WITH A CHECK MARK

Property Owner's Name:	
Email:	Phone:
Address:	City, State, Zip:
Contractor's Business & Owner's Name:	
Email:	Phone:
Address:	City, State, Zip:
WA State Contractor License:	Contractor UBI Number:
Construction Financing Lender or Bond Firm's Name (if applicable):	
Email:	Phone:
Address:	City, State, Zip:
Project Contact's Name:	
Email:	Phone:

Site Specific Information					
Project Address:			Parcel Number:		
Estimated Value of Project:			Estimated Sq. Ft.:		
Project Description: (Please describe in detail the scope of work. For basement finish, be specific about materials and construction methods. For re-roof, be specific about number of layers and types of existing and replacement materials.)					
Has the project been reviewed & approved by an HOA / Development Design Review Committee?					
Yes No Not Applicable		Applicant Initials:			
Is there evidence of fill or excavation?	Yes	No	What is the size of the property?	Acres	Sq. Ft.
Will there be a retaining wall installed?	Yes	No	If yes, is retaining wall(s) greater than 4 feet in height?*	Yes	No
*Retaining walls greater than 4 feet in height requires engineered drawings and additional building permit.					
Are there slopes greater than 30% on the property (30 ft. rise in 100 ft.)?	Yes	No	(_____ %)		
Will more than 100 cubic yards of dirt or soil be moved?	Yes	No	If yes, grading permit is required per §10 – 3F – 3.		

New Single-Family Residence & Duplexes ONLY	
Mechanical Sub-Contractor:	Contractor's License:
Plumbing Sub-Contractor:	Contractor's License:

Re-Roofing Permit Applications ONLY					
Existing Roofing Material:	Composition	Tile	Wood Shake	Wood Shingle	Other:
How many roof layers are existing?			How many layers of roofing will be removed?		
Existing Roof Sheathing:	Car Decking		OSB	Plywood	Shiplap
	Spaced / Skipped		Tongue & Groove	Other:	
Proposed Roofing Material:	Composition	Tile	Wood Shake	Wood Shingle	Other:
Will roof sheathing be added or replaced?		Yes	No	Project Cost:	

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.

Required Signature

BY SIGNING BELOW (WITH ELECTRONIC SIGNATURE OR PHYSICAL SIGNATURE), I ACKNOWLEDGE THAT A MINIMUM OF 24 HRS. NOTICE IS REQUIRED FOR ALL INSPECTION REQUESTS. I ACKNOWLEDGE THAT I HAVE READ AND ACCEPTED THE REQUIREMENTS LISTED ABOVE AND BELOW. I FURTHER ACKNOWLEDGE THAT AS THE APPLICANT/PERMITEE I AM THE PROPERTY OWNER OR HAVE FULL PERMISSION AND AUTHORITY TO REPRESENT THE PROPERTY OWNER IN THIS PROJECT AND CARRY OUT THE WORK SPECIFIED IN THE PERMIT. I GIVE PERMISSION FOR USE OF MY ELECTRONIC SIGNATURE ON THE PERMIT AND I ACKNOWLEDGE, UNDERSTAND AND AGREE TO THE TERMS DESCRIBED ON THIS APPLICATION.

Applicant's Signature

Printed Name

Date

Before beginning renovating or remodeling activities in pre-1978 residential buildings or child occupied facilities, contact the Washington State Dept. of Commerce Lead Paint Program at (360) 586-5323, visit www.commerce.wa.gov/lead, or email the lead program lbpinfo@commerce.wa.gov to ensure compliance with applicable Washington lead regulations.