

# Town of Friday Harbor

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This information sheet is designed to help you understand what information will be necessary to complete your construction permit application, and to answer common questions related to your project.

<p><b><u>LOCAL DESIGN CRITERIA</u></b></p> <ul style="list-style-type: none"><li>• Seismic Zone: D1</li><li>• Wind Load: 110 mph</li><li>• Wind Exposure: Site Specific</li><li>• Soil Bearing: 1500 PSF</li><li>• Frost Depth: 12 inches</li><li>• Snow Load: 25 lb. L.L.</li><li>• Floor Load: 60 lb L.L. Exterior Decks /40 lb. L.L. interior/ 30lb L.L. Sleeping Room</li></ul>	<p><b><u>WHAT INFORMATION WILL BE NECESSARY TO COMPLETE THE APPLICATION?</u></b></p> <p>In order to submit an application for your building permit the following information is required:</p> <p><b>TYPE OF PERMIT(S).</b> You will need to tell us what type of permit you are applying for by checking the appropriate boxes on the application.</p> <ul style="list-style-type: none"><li>• Generally, any new residence will require a building, plumbing and mechanical permit. You are also required to submit a Water Service Application, a Sewer Service Application, and a Stormwater Service Application. Fees will be calculated and are due before the initial Plan Review begins.</li><li>• If you already have a building permit, but would like to change the scope of work, you will need to apply for a revision with a new building permit application.</li><li>• If you plan to demolish a structure, you will need to obtain a Demolition Permit Application. This permit can also remove the structure from the tax records.</li><li>• A manufactured home or modular homes are types of structures that are constructed elsewhere and inspected by the Washington State Labor and Industries. Generally, you will need a foundation only building permit and a moving permit.</li></ul>
<p><b><u>WHEN IS A BUILDING PERMIT NECESSARY?</u></b></p> <p>A construction permit is required for each individual structure before construction is started unless your project involves:</p> <ul style="list-style-type: none"><li>• Storage shed less than 120 sf IBC/ 200 sf of IRC of floor area.</li><li>• Painting, papering, flooring, and trim; similar work</li><li>• Fixing leaks, unless repair will be covered; soil too.</li><li>• Mechanical repair, not replacement.</li><li>• When only electrical work is being performed.</li><li>• Fences less than 72" (7ft) in height.</li><li>• Single-family residential play structure.</li><li>• Prefabricated swimming pools less than 24" deep.</li><li>• Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of wall, unless structurally supporting material.</li><li>• Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter/width does not exceed 2H:1.</li><li>• Window awnings support by an exterior wall that do not project more than 54" from the exterior wall and do not require additional support</li><li>• Decks not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling and do not serve the exit door required by Section R311.4</li></ul>	<p><b><u>ESTIMATED VALUATION:</u></b></p> <p>Provide a cost estimate to the total value of the work, including labor and materials. The final building evaluation may be adjusted and set by the building official.</p> <p><b><u>PROPERTY INFORMATION:</u></b></p> <p>Parcel number and street address information is required. If you do not have a street address, one will be assigned to you by our department.</p> <p><b><u>DESCRIBE PROJECT/WORK:</u></b></p> <p>Provide a brief description of the purpose, extent, and nature of the project or work to be covered by the permit.</p> <p><b><u>APPLICANT INFORMATION:</u></b></p> <p>Provide property owner's name, mailing address, email &amp; phone #.</p> <p><b><u>CONTRACTOR INFORMATION:</u></b></p> <p>Provide contractor's name, mailing address, email, phone #'s and State license #. Provide business license # OR if you choose to act as your own general contractor write owner contractor; must reside in the structure for two years.</p> <p><b><u>AUTHORIZED AGENT:</u></b></p> <p>If you are an authorized agent, provide written authorization from property owner. Provide name, address, and phone #.</p>