



CITY OF OTHELLO
 BUILDING & PLANNING DEPARTMENT
 500 E MAIN STREET, OTHELLO, WA99344
 Building Dept. 509.488.3302 City Hall 509.488.5686
 WWW.OTHELLOWA.GOV

Received By: _____

BUILDING PERMIT APPLICATION

APPLICATION FOR: COMMERCIAL RESIDENTIAL
 ADDITION/REMODEL DEMOLITION GARAGE/SHED MECHANICAL NEW PATIO/PORCH PLACEMENT
 PLUMBING ROOFING SIGN (see page 2) OTHER _____

PROJECT SITE INFORMATION

Job Site Address: _____ Parcel #: _____

Legal Description (Lot#/Block#/Plat): _____

Description of work to be done: _____

Labor & Material Valuation: \$ _____ Dimensions: _____ ft X _____ ft = _____ Total SF

(Only applies to Garage/Shed/New home/commercial construction)

IF APPLICABLE

Will you need new water services: Yes, When _____ No **OR** Will you connect to existing? Yes No

Will you need new sewer services: Yes, When _____ No **OR** Will you connect to existing? Yes No

APPLICANT INFORMATION

OWNER INFORMATION

Name: _____

Name: _____

Mailing Address: _____

Mailing Address: _____

City/State/Zip: _____

City/State/Zip: _____

Phone Number: _____

Phone Number: _____

Email: _____

Email: _____

CONTRACTOR INFORMATION

Name: _____ Phone Number: _____

Mailing Address: _____

City/State/Zip: _____

City Business License #: _____ WA State Contractor License #: _____

Email: _____

LIST ADDITIONAL CONTRACTORS

NAME:

PHONE:

1. _____
2. _____
3. _____
4. _____

NOTE: ALL CONTRACTORS & SUBCONTRACTORS ARE REQUIRED TO HAVE AN OTHELLO BUSINESS LICENSE.

SIGN PERMIT (only): **New** **Replace Existing**

Sign # 1	Sign # 2	Sign # 3	Sign # 4
Internal or External Illumination Yes/No :	Internal or External Illumination Yes/No :	Internal or External Illumination Yes/No :	Internal or External Illumination Yes/No :
Type of Sign:	Type of Sign:	Type of Sign:	Type of Sign:
Sign Height (ft):	Sign Height (ft):	Sign Height (ft):	Sign Height (ft):
Sign Width (ft):	Sign Width (ft):	Sign Width (ft):	Sign Width (ft):
Wall Area (Façade-Width & Height):	Wall Area (Façade-Width & Height):	Wall Area (Façade-Width & Height):	Wall Area (Façade-Width & Height):

The applicant, his agents and employees shall comply with all the rules, restrictions and requirements of the Municipality and Building Codes governing location, construction and erection of the above proposed work for which the permit is granted. The Municipality or its agents are authorized to order the immediate cessation of construction at any time a violation of the codes or regulations appears to have occurred. Violation of any of the codes or regulations applicable may result in the revocation of this permit.

Buildings **MUST** conform with the plans, as submitted to the Municipality. Any changes of plans or layout must be approved prior to the changes being made. Any changes in the use or occupancy of the building or structure must be approved prior to proceeding with construction.

The applicant is required to call for inspections at various stages of the construction, and in accordance with the aforesaid rule, the applicant shall give the building inspector not less than one day’s notice to perform such activities. The permit is automatically void in the event construction is not commenced within 180 days of issuance of this point. Cessation of work for a period of 180 continuous days shall also cause this permit to be void. Permits are not transferable.

I hereby certify that as a contractor I am currently registered and properly licensed as defined in RCW 18.27 OR as property owner/authorized agent, I am exempt from the requirements of the contractor registration and will do all my own work or use properly licensed subcontractors in connection with the work to be performed under this permit. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided is incorrect, the permit may be revoked.

Signature of Owner/Authorized Agent

Date

Print Name

PLEASE REVIEW FOR COMPLETENESS PRIOR TO SUBMITAL