



BUILDING PERMIT APPLICATION WORKSHEET
 MILLWOOD DEPARTMENT OF BUILDING & PLANNING
 9103 E FREDERICK AVENUE
 MILLWOOD, WA 99206
 (509) 924-0960 Phone (509) 927-2867 Fax

SPECIFIC SITE INFORMATION

Street Address: _____			
Assessor's Tax Parcel Number: _____			
Legal Description: _____			
Project Description: _____			
<input type="checkbox"/> Building Permit	<input type="checkbox"/> Change in Use	<input type="checkbox"/> Grading	<input type="checkbox"/> Manufactured Home Permit
<input type="checkbox"/> Relocation	<input type="checkbox"/> Sign	<input type="checkbox"/> Tenant (New/Change)	<input type="checkbox"/> Other

OWNER/APPLICANT INFORMATION
Indicate who should be contacted regarding this project

Owner Name: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____

Applicant Name: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____

Contractor _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____

WA State Contractor License #: _____

Architect/Engineer _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____ E-Mail Address: _____

PROJECT INFORMATION

Building Information							
Building height to peak:		# of stories:		Main floor sq. ft.:		Unfinished basement sq. ft.:	
Dimensions:		Total habitable space:		2nd floor sq. ft.:		Finished basement sq. ft.:	
Occupancy Group:		Construction type:		Garage sq. ft.:		Deck sq. ft.:	
Cost of project:			Heat Source (electric, gas, etc.):				

Manufactured Home			
Width:		Length:	
Year:		Make:	

Sign			
Sign face square footage:		Sign Height:	
# of signs:		Area of existing signs:	

Relocation	
Previous Address:	
Proposed Use:	

Fire Safety	
<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Tent
<input type="checkbox"/> Paint Booth	<input type="checkbox"/> Fire Alarm
<input type="checkbox"/> Fireworks Display	
Value:	

ADDITIONAL SITE INFORMATION

Are there any structures on the property? <i>If yes, identify on site plan.</i>	_____	What is the current property size?	_____
Is any part of the property within 250 feet of a shoreline? <i>If yes, identify on site plan.</i>	_____	What is the current use of the property?	_____
Is your property in a designated wildlife habitat area?	_____	Will the site be served by a septic system?	_____
Is any part of the property within a 100 year flood plan? <i>If yes, identify on site plan.</i>	_____	Are there or will there be wells located on the property? <i>If yes, identify on site plan.</i>	_____
Are there any wetlands, streams or ponds within 200 feet of the property? <i>If yes, identify on site plan.</i>	_____	Is there evidence of fill or excavation on the property? <i>If yes, identify on site plan.</i>	_____
Are there slopes greater than 30% on the property? (30 ft. in 100 ft.)	_____	Are critical and hazardous materials used or stored on site? <i>If yes, identify on site plan.</i>	_____

SUBTOTAL	
TOTAL PERMIT FEE	