

Permit Submittal Document Changes

In an effort to reduce cost of digital scanning and reduce storage space requirements, a new building permit submittal policy became effective Monday, August 25, 2008. Please contact the Permit Center for more details (360) 337-5777.

For all Residential and Commercial Permit Applications, the Department of Community Development will only accept one large set of drawings/blueprints (for review as Developer copy to keep on site after approval), and ALL other copies must be reduced to 11 x 17.

Commercial applications require 4 full sets - 1 large set of blueprints + 3 sets of 11 x 17, or 4 sets 11 x 17 plus 3 sets of engineering with calculations - no larger than 11 x 17.

Residential applications require 2 full sets - 1 large set of blueprints + 1 set of 11 x 17, or 2 sets 11 x 17 plus 2 sets of engineering with calculations - no larger than 11 x 17.