

Accepted By: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_

## CITY OF KALAMA MASTER PERMIT APPLICATION

Form(s) must be completed entirely. Indicate NA if entry is not applicable.  
 360-673-5211

### PROPERTY INFORMATION

Project Address \_\_\_\_\_ Parcel No. \_\_\_\_\_ Zoned \_\_\_\_\_

Short Plat/DLC/Subdivision \_\_\_\_\_ Block # \_\_\_\_\_ Lot #(s) \_\_\_\_\_ Parcel Sq. Ft. \_\_\_\_\_

### OWNER/APPLICANT INFORMATION

Applicant/Authorized Agent \_\_\_\_\_ Daytime Phone( ) \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Property Owner \_\_\_\_\_ Daytime Phone ( ) \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contractor Name \_\_\_\_\_ St. License # \_\_\_\_\_ Phone( ) \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Is there any grading, filling or excavation associated with this project? Quantity (cubic yards): \_\_\_\_\_  
 (Include grading for road construction, site preparation, and landscaping) NO SITE WORK MAY BE DONE PRIOR TO  
 CRITICAL AREAS DETERMINATION. INITIALS OF APPLICANT \_\_\_\_\_.

PLEASE PROVIDE A BASIC DESCRIPTION OF THE PROPOSED PROJECT: \_\_\_\_\_

I hereby certify that I am the owner or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. I have reviewed and included all required material with this permit. If any of the information provided on this application is incorrect, the permit or approval may be revoked. **Please Review Reverse Side**

APPLICANTS SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_

FOR OFFICIAL USE  
ONLY

### PERMIT INFORMATION

See back for information on what to include with each permit

**BUILDING FEES VARY**

	Fees	Date/Receipt		
<input type="checkbox"/> Building Permit	_____	_____	<input type="checkbox"/> Conditional Use Permit .....	\$ 150* _____
<input type="checkbox"/> Plan Review	_____	_____	<input type="checkbox"/> Critical Area Determination	\$ 50 _____
<input type="checkbox"/> Code Fee	4.50	_____	<input type="checkbox"/> Critical Area's Permit .....	\$ 200 _____
<input type="checkbox"/> Plumbing/Sewer	_____	_____	<input type="checkbox"/> Manufactured Home Park .....	\$1500* _____
<input type="checkbox"/> Demolition	_____	_____	<input type="checkbox"/> Parking Plan-Commercial Dev.	NC
<input type="checkbox"/> Erosion Controls	_____	_____	<input type="checkbox"/> Pre-Application Conference	NC
<input type="checkbox"/> Sidewalk Plan	_____	_____	<input type="checkbox"/> Preliminary Plat - Subdivision	\$1500+\$125 per lot* _____
<input type="checkbox"/> Woodstove	_____	_____	<input type="checkbox"/> Planned Unit Development	\$1500+\$125 per lot* _____
<input type="checkbox"/> Other	_____	_____	<input type="checkbox"/> SEPA .....	\$ 250 _____
<input type="checkbox"/> Excavation Grading	_____	_____	<input type="checkbox"/> Shoreline .....	\$300 _____
<input type="checkbox"/> Fire Inspection	_____	_____	<input type="checkbox"/> Short Plat .....	\$500+\$125 per lot* _____
<input type="checkbox"/> Manuf. Home Placement	200.00	_____	<input type="checkbox"/> Subdivision Final Plat .....	\$500* _____
<input type="checkbox"/> Right of Way Permit	_____	_____	<input type="checkbox"/> Small Lot Development .....	\$50 per lot* _____
<input type="checkbox"/> Park Fees	_____	_____	<input type="checkbox"/> Variance Request .....	\$ 150* _____
<b>OTHER PERMITS</b>	<b>FEES</b>		<input type="checkbox"/> Zoning Amendment .....	\$250* _____
<input type="checkbox"/> Fireworks Stand	\$100	_____	Boundary Line Adjustment .....	\$200* _____
<input type="checkbox"/> Sidewalk Usage	\$ 25	_____	<b>HOOKUP FEES</b>	
<input type="checkbox"/> Special Events-Single/Bond	20	_____	420 - Water - Inside 3,000 /Out 9,000	_____
Annual/Bond	100	_____	466 - Sewer - Inside/Out 9,000	_____
Vender Fee	25/100	_____		
<input type="checkbox"/> Other	_____	_____		

\*Actual costs associated with this application will be billed to applicant at completion of the process. Actual costs may include but are not limited to copies, postage, publication and outside consultant fees.

Occupancy Group \_\_\_\_\_ Type of Construction \_\_\_\_\_ Project Footprint Sq. Ft. \_\_\_\_\_

No. of Stories \_\_\_\_\_ No. of Bedrooms \_\_\_\_\_ Total Sq Ft. of Project \_\_\_\_\_ Fair Market Value \_\_\_\_\_

Water Supply \_\_\_\_\_ Sewage Disposal \_\_\_\_\_ Type of Heat \_\_\_\_\_ City Bus. License Y N

Included on Site Plan, Erosion \_\_\_\_\_ Sidewalk \_\_\_\_\_ Water/Sewer Location \_\_\_\_\_ Street Reference \_\_\_\_\_

**BUILDING - See each application for additional information.**

**Building Permits: Attach site plan, vicinity map, site plan addendum, 2 sets of plan drawings , erosion control plans, sidewalk plan, plumbing permit, & any other documentation or permits. A sidewalk plan is required for all new construction.**

**Please include on site Plan Erosion, Sidewalk, Water/Sewer Location Street Reference. If these items are not included it will delay your permit.**

**Excavation/Grading: Attach Excavation/Grading permit, Erosion Control Plan, vicinity map & site plan.**

**Fire Inspection: Attach site plan & vicinity map**

**Manufactured Home Placement: Attach site plan, vicinity map, site plan addendum, 2 sets of plan drawings, a separate building permit for any out buildings (garages, sheds, etc.), & any other documentation.**

**Right of Way Permits: Attach Right of Way permit, construction drawings, site plan, & vicinity map**

**PLANNING - See each application for additional information.**

**Conditional Use Permit: Attach the conditional use permit attachment, a site plan drawn to scale and any other applicable information. "Note: Actual cost for copies, publication, staff time, and hearing examiner will be billed to applicant."**

**Critical Area Determination: Check box on front - see applicable application for your activity.**

**Critical Area Permit: Attach SEPA checklist if required & additional reports as requested.**

**Manufactured Home Park: Attach Subdivision application, SEPA checklist if required, 7 copies of park plat plus an 11x17 copy, & any other applicable documentation.**

**Parking Plan-Commercial: Attach a detailed parking plan drawn to scale, vicinity map.**

**Pre-Application Conference: Attach 20 copies of sketch of proposed project for mailing to participating agencies, calendar of available dates, vicinity map and any other documentation.**

**Preliminary Plat - Subdivision: Attach subdivision application, SEPA checklist if required, 25 copies of plans including one 11x17 copy, & any other applicable documentation. Reimbursable cost shall include, but are not limited to, engineering fees, geological fees, traffic consultant fees, and other professional consultant fees to be collected after preliminary plat approval.**

**Planned Unit Development: See Preliminary Plat - Subdivision**

**SEPA: SEPA checklist & any other applicable applications.**

**Shoreline Permit: Attach Shoreline Permit with site plan, SEPA checklist if required, & any other documentation.**

**Short Plat: Attach Short-Plat application, SEPA checklist if required, copies of plans & any other applicable documentation.**

**Subdivision Final Plat: Attach 12 copies of the final plat & any other applicable documentation.**

**Variance Request: Attach a Variance application, a site plan drawn to scale, a vicinity map, a list of adjoining property owners, & any other applicable documentation. "Note: Actual cost for copies, publication, staff time, and hearing examiner will be billed to applicant."**

**Zoning Amendment: Attach Re-zone application, a vicinity map, a site plan drawn to scale, a list of adjoining property owners, & any other applicable documentation.**

**OTHER PERMITS - See each application for additional information.**

**Fireworks Stand: Attach State License form, and Insurance Bond, site plan with stand location with setback**

**Sidewalk Usage: Attach site plan drawn to scale showing all objects within 20' of site, Certificate of Insurance**

**Special Events Permit: Attach Special Events Permit & any other applicable documentation**

**FOR CITY USE ONLY**

DEPARTMENT	APPROVED	DENIED	DATE	COMMENTS
WATER/SEWER				
STREETS				
BUILDING				
PLANNING/ZONING SETBACKS				
FIRE/SAFETY				
ENVIRONMENTAL				