



Town of Twisp

118 S. Glover Street • Box 278 • Twisp, WA 98856 • 509-997-4081 • 509-997-9204

BUILDING PERMIT APPLICATION

Permit # _____

Issue Date _____

Expiration Date _____

Two site plans and two sets of building plans are required with this application. For residential building, \$100 will be collected as a plan review fee. For commercial building \$200 will be collected as a plan review fee. All new construction will require a system development charge of \$5,000. Be sure that you are informed on subdivision, zoning and all other land use regulations before applying for a building permit. No construction shall proceed before a permit is issued.

Building permits are valid for six (6) months from the date of issue. This applies to the attached clear and concise construction drawings and to the site plan of the stated project. The permit may be extended an additional six (6) months by submitting a request, in writing, to the Town of Twisp Building Department, providing that no changes are made to the project's construction drawings or site plan. Changes to the project's construction drawings and/or site plan may require a new permit and must be approved by the Town of Twisp.

Property Owner

Name: _____
Address: _____
Town: _____
Phone: _____
Email: _____

Contractor

Name: _____
Address: _____
Town: _____
Phone: _____
Email: _____

If owner constructed, have you read the contractor license requirements? Yes No

Please site RCW 18.27 exemption number _____

Location/Street Address: _____

Tax Parcel # (available on your property tax statement) _____

Subdivision _____ Lot _____ Block _____ Lot Size _____ Zone _____

Structure Type: Single or Two-Family Residential _____

Multi-Family Residential (three or more) _____ Commercial _____ Industrial _____

Other (please specify) _____

Occupancy Type: _____

Intended Use: _____

Directions to Building Site: _____

Proposed Setbacks from property line (See Town codes for setback requirements):

Front _____ Side _____ Rear _____

Within 200' of the shoreline: Yes No Shoreline Setback _____

Class or Work: New Addition Remodel Repair Demolition Foundation
 Accessory Structure Mobile Home

Other _____

Building Division:

Type of Structure: Wood Metal Masonry/Concrete Pre-Manufactured

Other (please specify) _____

Building dimensions for new construction: (All floors including basement)

_____	X	_____	= Sq. Ft. Basement
_____	X	_____	= Sq. Ft. 1 st Floor
_____	X	_____	= Sq. Ft. 2 nd Floor
_____	X	_____	= Sq. Ft. (Other _____)
_____		=	Total Sq. Ft.

Height _____ # of Stories _____ Project Cost \$ _____

If Mobile Home: Name of installer and certification number _____

Address _____ Phone _____

Year/Make/Manufacturer _____

Dimensions _____ x _____ Labor & Industries Tag #: _____

Name of Trailer Court or Park _____

Additional Permit Information:

The following are possible applications that might be needed before your building permit can be approved and issued.

Does the project site have existing Town water hookup? Yes No
Does the project site have existing Town sewer hookup? Yes No

Yes - Review of the building permit application will determine if there will be a higher water use which may require applying for more water/sewer ERU's (Equivalent Residential Unit).

No – Water and sewer service applications must be applied for. Building permits can be issued before approval of these applications, at the discretion of the utilities manager, with the understanding that it is

not a guarantee of approval of water and sewer services. No certificate of occupancy can be issued until water and sewer services are applied for and installed. The review period for any water and sewer service application can take up to 14 days, provided a complete application is submitted.

In the floodplain Yes No

Within 200 feet of the shoreline Yes No

Within 100 feet of a known or suspected critical area Yes No

Requires more than 100 cubic yards of excavation or fill Yes No

Yes – If the project is in the floodplain and within 200 feet of the shoreline or requires more than 100 cubic yards of excavation or fill, it will require one or all of the following permits: Substantial development, conditional use or variance permit, critical areas project approval, land use permit and/or SEPA checklist. The review period for any of these permit applications can take up to 75 days. (Attached is a copy of the possible time frames it will take to review the above applications)

No – Landfill or excavation over 100 cubic yards, buildings over 4,000 square feet, and/or parking lots over 40 stalls may trigger any of the above mentioned permit applications.

NOTE: These are not the only situations that can trigger the above mentioned permit applications. This will be determined in the building permit review process by our Town Planner.

This facility is operated in accordance with the United States Department of Agriculture policy, which prohibits discrimination on the basis of race, color, sex, age, handicap, religion, or national origin. Any person who believes he or she has been discriminated against in any USDA-related activity should write to:

Under Secretary
Rural Development
Washington D.C. 20250

I hereby apply for a permit to do the work indicated above and acknowledge that I have read this application and hereby certify that the above information is correct and that I have accurately identified and depicted property lines and building locations. I have submitted two site plans and two sets of building plans along with this application.

Name (please print)

Date

Signature

Date received by the Town of Twisp

*****FOR DEPARTMENTAL USE ONLY*****

Fees

Building Permit: The application form must be completed before your building permit can be processed: \$ _____

Plan Check: Two site plans, two sets of building plans, and a completed energy compliance form are required.

Mechanical Permit: \$ _____

Plumbing Permit: \$ _____

Water/Sewer system connection charges \$ _____

State Fee: \$ 4.50

Miscellaneous Fee: \$ _____

Receipt #: _____ **Total Fees:** \$ _____

Review and Approvals

Planning Department:

Setbacks met: Yes No Allowed zoning Use: Yes No

Parking requirements met: Yes No Action Taken (if no) _____

Lot coverage requirements met: Yes No Action Taken (if no) _____

Zoning Variance: Yes No File # (if yes) _____

Conditional Use: Yes No File # (if yes) _____

Critical Areas: Yes No File # (if yes) _____

Within 200 feet of shorelines: Yes No File # (if yes) _____

SEPA applies: Yes No File # (if yes) _____

In floodplain: Yes No File # (if yes) _____

D.O.E. Construction stormwater permit application required: Yes No

Other: Yes No File # (if yes) _____

Other Town Planner Comments: _____

Town Planner

Date

Clerk's Office:

Business License Required/Obtained for Contractor: Yes No License # _____

Business License Required/Obtained if Business: Yes No License # _____

Comments: _____

Clerk/Deputy Clerk

Date

Public Works Department:

Streets:

Highway ingress/egress: Yes No Action taken (if applicable) _____

Street crossing required: Yes No Action taken (if applicable) _____

Comments: _____

Fire:

Fire flow adequate: Yes No Action taken (if applicable) _____

Hydrant requirements met: Yes No Action taken (if applicable) _____

Comments: _____

Water:

Water ERU's Adequate for the project: Yes No Comments: _____

Water system development fees required: Yes No Amount \$ _____

Comments: _____

Sewer:

Sewer ERU's Adequate for the project: Yes No Comments: _____

Sewer system development fees required: Yes No Amount \$ _____

Comments: _____

Public Works Superintendent

Date

Building Inspector:

All plans/buildings must meet IBC, IRC, UMC, UPC, UFC and WSEC requirements. All other approvals must be obtained before signing.

Contractor registration complete: Yes No

Comments: _____

Building Inspector

Date