

This information sheet is designed to help you understand what information will be necessary to complete your building permit application, and to answer common questions related to your building permit.

<p><b><u>WHEN IS A BUILDING PERMIT NECESSARY?</u></b>  A building permits is required for each individual structure before construction is started if your project involves:</p> <ul style="list-style-type: none"> <li>• Storage shed more than 200 sq ft of floor area.</li> <li>• Any structure for residential use, regardless of size.</li> <li>• Remodeling, except painting, papering, and similar finish work.</li> <li>• Placement of a manufactured or modular home, or a relocated structure.</li> <li>• When a building permit is not required, but where plumbing and mechanical work is being performed, separate applications are required.</li> <li>• When electrical work is being performed, separate electrical permits are required from the Department of Labor &amp; Industries.</li> </ul> <p><b><u>WHAT LAWS APPLY TO CONSTRUCTION?</u></b>  Construction must conform to standards adopted by the Town of Friday Harbor and the State of Washington. These include:</p> <ul style="list-style-type: none"> <li>• 2009 International Building Code</li> <li>• 2009 International Fire Code</li> <li>• 2009 International Residential Code (IRC)</li> <li>• 2009 International Mechanical Code (IMC)</li> <li>• 2009 Uniform Plumbing Code (UPC)</li> <li>• 2009 WA State Energy Code (WSEC)</li> <li>• ICC/ANSI A.117.1-03 Accessible Code</li> <li>• 2008 Liquefied Petroleum Gas Code (NFPA 58)</li> <li>• 2009 National Fuel Gas Code (NFPA 54)</li> <li>• 2009 International Existing Building Code w/ amendments found in IBC</li> <li>• 2008 National Electrical Code (NFPA 70)</li> <li>• FHMC Title 15 – Buildings &amp; Construction</li> <li>• FHMC Title 17 – Land Use Regulations</li> <li>• FHMC Title 19 – Shoreline Master Plan</li> <li>• FH 2002 Comprehensive Plan</li> </ul> <p><b><u>LOCAL DESIGN CRITERIA</u></b></p> <ul style="list-style-type: none"> <li>• Seismic Zone: D1</li> <li>• Wind Load: 85 mph</li> <li>• Wind Exposure: Site Specific</li> <li>• Soil Bearing: 1500 PSF</li> <li>• Frost Depth: 12 inches</li> <li>• Snow Load: 25 lb. L.L.</li> <li>• Floor Load: 40 lb. L.L./30lb L.L. Sleeping Room</li> <li>• Setbacks: Per FHMC Title 17 – Zone Specific</li> </ul> <p><b><u>WHAT INFORMATION WILL BE NECESSARY TO COMPLETE THE APPLICATION?</u></b>  In order to submit an application for your building permit the following information is required:</p>	<p>TYPE OF PERMIT(S). You will need to tell us what type of permit you are applying for by checking the appropriate boxes on the application.</p> <ul style="list-style-type: none"> <li>• Generally, any new residence will require a building, plumbing and mechanical permit.  You are also required to submit a Water Service Application, a Sewer Service Application, and a Stormwater Service Application. Fees will be calculated and are due before the initial Plan Check begins. You can defer the Water and Sewer Application fees until actual hook up time.</li> <li>• If you already have a building permit, but would like to change the scope of work, you will need to apply for a revision with a new building permit application.</li> <li>• If you plan to demolish a structure, you will need to obtain a Demolition Permit Application. This permit can also remove the structure from the tax records.</li> <li>• A modular structure is a manufactured building that was constructed elsewhere and inspected by the State. Generally, if you are applying for a modular permit, a foundation permit is required. Mobile homes are different than modular structures; you are required to submit a Building Permit application for both.</li> </ul> <p><b><u>ESTIMATED VALUATION:</u></b>  Provide a cost estimate to the total value of the work, including labor and materials. The final building evaluation may be adjusted and set by the building official.</p> <p><b><u>PROPERTY INFORMATION:</u></b>  Parcel number and street address information is required. If you do not have a street address, one will be assigned to you by our department.</p> <p><b><u>DESCRIBE PROJECT/WORK:</u></b>  Provide a brief description of the purpose, extent, and nature of the project or work to be covered by the permit.</p> <p><b><u>APPLICANT INFORMATION:</u></b>  Provide property owner's name, mailing address, &amp; phone #.</p> <p><b><u>CONTRACTOR INFORMATION:</u></b>  Provide contractor's name, mailing address, phone #'s and State license #. Provide Town business license #. OR if you choose to act as your own general contractor write owner/contractor; the department will determine if you meet the definition properly.</p> <p><b><u>AUTHORIZED AGENT:</u></b>  If you are an authorized agent, provide written authorization from property owner. Provide name, address, and phone #.</p>
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