

TOWN OF YARROW POINT



4030 -95th Ave NE
 Yarrow Point, WA 98004
 (425) 454-6994 Fax: (425) 454-7899



PERMIT NO.

ACCEPTED _____ DATE _____
 APPROVED _____ DATE _____
 ISSUED _____ DATE _____

APPLICATION FOR PLAN REVIEW AND PERMIT-MECHANICAL

To be completed by owner or owner's agent:

PROPERTY ADDRESS _____ PARCEL NO. _____
 PROPERTY OWNER _____ PHONE _____
 ADDRESS _____ EMAIL _____
 OWNER'S AGENT _____ PHONE _____
 ADDRESS _____ EMAIL _____
 CONTRACTOR NAME _____ PHONE _____
 ADDRESS _____ EMAIL _____
 REGISTR. NO. _____ EXPIRES _____ TAX NO. _____

PROJECT DESCRIPTION _____

(Attach separate legal description, if necessary)

USE TYPE	IMPROVEMENT TYPE	PERMIT TYPE
<input type="checkbox"/> RESIDENCE	<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> BUILDING
<input type="checkbox"/> ACCESSORY BUILDING	<input type="checkbox"/> ADDITION	<input type="checkbox"/> DEMOLITION
<input type="checkbox"/> FENCE/WALL	<input type="checkbox"/> REMODEL	<input type="checkbox"/> BULKHEAD/PIER
<input type="checkbox"/> POOL/SPA	<input type="checkbox"/> REPAIR / RECONSTRUCTION	<input type="checkbox"/> FIRE SPRINKLER
<input type="checkbox"/> PIER/MOORAGE	<input type="checkbox"/> _____	<input type="checkbox"/> MECHANICAL
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____

I certify under penalty of perjury that I am the owner of the above described property or the duly authorized agent of the owner(s) acting on behalf of the owner(s) and that all information furnished in support of this permit application is true and correct. I further certify that all applicable federal, state, county, and local requirements for the work authorized by this permit will be met.

SIGNATURE _____ OWNER AGENT DATE _____

PLAN REVIEW COMPLETE/APPROVED FOR ISSUE:		PERMIT FEE \$ _____
_____	_____	PARKING DEPOSIT \$ _____
Town Clerk/Building Official	Date	TOTAL FEE \$ _____
		LESS FEE PAID AT SUBMITTAL \$ (_____)
	RCPT NO. _____	ADDITIONAL REVIEW & INSPECTIONS \$ _____
	REC'D BY: _____	OTHER FEES \$ _____
	AMOUNT: _____	TOTAL DUE AT ISSUANCE \$ _____

General Permit Conditions:

1. The owner or the owner’s agent may apply for a project permit by submitting this form with the necessary additional documentation and permit deposit fees to Yarrow Point Town Hall.
2. The Yarrow Point Community Development Department issues the following project permits:
 - **Building Permits** are required to construct buildings, garages, carports, porches, decks, piers, boat lifts, bulkheads, retaining walls over 4 feet in height, swimming pools, fences, large antennas, and substantial recreational facilities. There may be other situations in which the Building Official determines that a building permit is required.
 - **Mechanical Permits** are required for the installation, replacement, or repair of mechanical systems and appliances in new or existing residences.
 - **Demolition Permits** are required to remove 50% or more of an existing structure or if utilities must be disconnected during a project.
 - **Fire Sprinkler Permits** must have a design approval that is required through review of your fire sprinkler plans by the Bellevue Fire Dept. located in the Bellevue City Hall. The Town of Yarrow Point will also provide a review of approval and will then issue your permit.
 - **Right of Way Use Permits** must be obtained for work altering public streets or right of ways. Private roads are exempt.
 - **Right of Way Enroachment Permits** are required for landscaping or installation of anything other than gravel or grass in the Town right of way.
 - **Site Development Permits** must be obtained for projects involving fill or excavation totaling 50 cubic yards or more, clearing 750 square feet or more, adding 120 square feet or more of new impervious surface, retaining walls or rockeries over four feet in height, grading or paving of an area used for storm water facility, or connection, extension and/or modification of the public and/or private storm and surface water drainage systems including, but limited to, detention and other runoff control facilities.
3. Permits from other authorities may be required and include, but are not limited to:
 - **Electrical Permits** are issued by the Washington State Dept. of Labor & Industries.
 - **Plumbing Permits** are issued by the King County Department of Health.
4. All construction must conform to the requirements of the current edition of the Washington State Building Code, the Uniform Building Code, the Uniform Mechanical Code, the Yarrow Point Building and Zoning Codes and other state and local codes that may apply.
5. The permit card, approved plans, and other permit documents must be posted or available at the project site at all times when authorized work is in progress. Work must start within 180 days of the permit issue date. Permits are valid for 18 months from the date of issue.
6. Any changes to the construction or location of this project must be submitted to Town Hall for review prior to the actual work taking place. Additional fees may be due before final approval of revisions is granted.
7. During construction, work must not proceed until the Town Building Inspector has approved each stage of construction. Inspections other than the final must be scheduled 24 hours in advance. A final inspection for new construction must be scheduled three days in advance. In addition, the Town building inspector may require special inspections by the engineer of record or a previously approved inspector.

Construction hours are as follows. These hours are STRICTLY enforced. Violation will result in a STOP-WORK ORDER.

Monday through Friday	7 AM – 6 PM
Saturday	9 AM – 5 PM
Sunday and Holidays	No Work Allowed

8. Contractors must comply with the Town’s parking regulations and he/she must file a traffic control and parking plan with the Town. The Building Official will review this plan and forward a copy of it to the Clyde Hill Police Department. The Building Official will place a Stop Work Notice with possible deposit forfeiture for repeated violations.
9. Contractors should code sales tax on job-related costs to **State Revenue Code 1730**.
10. The permit conditions listed here are general conditions only. Additional permit conditions may be imposed and will be listed on the actual permit card.

I certify that I have read the general permit conditions listed above and that I understand that failure to comply with these and any other permit conditions listed on the permit card or imposed during construction may result in a Stop Work Order.

Signature _____ Owner Agent Date _____