



MASON COUNTY COMMUNITY DEVELOPMENT

Permit No: _____

Permit Assistance Center, Building, Planning

BUILDING PERMIT APPLICATION

<u>PROPERTY OWNER INFORMATION:</u> NAME: _____ MAILING ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____ PHONE #1: _____ PHONE #2: _____ EMAIL: _____	<u>CONTRACTOR INFORMATION:</u> NAME: _____ MAILING ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____ PHONE: _____ CELL: _____ EMAIL: _____ L&I REG # _____ EXP. ___/___/___
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<u>PRIMARY CONTACT:</u>	OWNER <input type="checkbox"/>	CONTRACTOR <input type="checkbox"/>	OTHER <input type="checkbox"/>
NAME _____	EMAIL _____		
MAILING ADDRESS _____	CITY _____ STATE _____ ZIP _____		
PHONE _____	CELL _____		

PARCEL INFORMATION:
PARCEL NUMBER (12 Digit Number) _____ ZONING _____
LEGAL DESCRIPTION (Abbreviated) _____ FIRE DISTRICT _____
SITE ADDRESS _____ CITY _____
DIRECTIONS TO SITE ADDRESS _____

IS THE PROJECT WITHIN 300 FT OF SLOPE(S) GREATER THAN 14%: YES NO **SNOW LOAD:** _____psf
IS PROPERTY WITHIN 200 FT OF THE FOLLOWING: *(Check all that apply):*
SALTWATER LAKE RIVER/CREEK POND WETLAND SEASONAL RUNOFF STREAM
TYPE OF WORK: NEW ADDITION ALTERATION REPAIR OTHER _____
USE OF STRUCTURE *(Residence, Garage, Commercial Bldg, Etc.)* _____
IS USE: PRIMARY SEASONAL NUMBER OF BEDROOMS _____ NUMBER OF BATHROOMS _____
HEATED STRUCTURE? YES *(Whole Bldg)* YES *(Part[s] of Bldg)* NO
DESCRIBE WORK _____

SQUARE FOOTAGE: *(proposed)*
1ST FLOOR _____ sq. ft. 2ND FLOOR _____ sq. ft. 3RD FLOOR _____ sq. ft. BASEMENT _____ sq. ft.
DECK _____ sq. ft. COVERED DECK _____ sq. ft. STORAGE _____ sq. ft. OTHER _____ sq. ft.
GARAGE _____ sq. ft. Attached Detached CARPORT _____ sq. ft. Attached Detached
MANUFACTURED HOME INFORMATION: ***4 COPIES OF THE FLOOR PLAN REQUIRED***
MAKE _____ MODEL _____ YEAR _____ LENGTH _____
WIDTH _____ BEDROOMS _____ BATHS _____ SERIAL NUMBER _____

ENVIRONMENTAL HEALTH:
SEWAGE/SEWER SOURCE: SEPTIC SEWER / NEW EXISTING
PLUMBING IN STRUCTURE? YES NO *If yes, attach completed Water Adequacy Form*
PERIMETER/FOUNDATION DRAINS PROPOSED? YES NO EXISTING SQ. FT. _____
EXISTING BEDROOMS _____ PROPOSED BEDROOMS _____ TOTAL BEDROOMS _____

OWNER acknowledges that submission of inaccurate information may result in a stop work order or permit revocation. Acknowledgement of such is by signature below. I declare that I am the owner and I further declare that I am entitled to receive this permit and to do the work as proposed. I have obtained permission from all the necessary parties, including any easement holder or parties of interest regarding this project. The owner or legal representative, represents that the information provided is accurate and grants employees of Mason County access to the above described property and structure(s) for review and inspection. This permit/application becomes null & void if work or authorized construction is not commenced within 180 days or if construction work is suspended for a period of 180 days.

PROOF OF CONTINUATION OF WORK ON THIS PERMIT IS BY MEANS OF INSPECTION. INACTIVITY OF THIS PERMIT APPLICATION OF 180 DAYS OF MORE WILL CAUSE THE APPLICATION TO BE EXPIRED. (MASON COUNTY CODE 14.08.42)

X _____
Signature of **OWNER (Must be signed by the OWNER)** Date _____

DEPARTMENTAL REVIEW	APPROVED	DATE	DENIED	DATE	TAGS/NOTES/CONDITIONS
BUILDING DEPARTMENT					
PLANNING DEPARTMENT					
FIRE MARSHAL					
PUBLIC HEALTH					

SITE PLAN REQUIREMENTS:

A complete, accurate and detailed site plan is important to avoid delays in the review and approval of your project. Use the checklist below as a tool to help you complete the site plan.

- 1. Scale:** A scale of 1"=20', is typical but other scales such as 1"=10' or 1"-40' are also acceptable. Do not exceed 1"=60.
- 2. North arrow**
- 3. Property line location and dimensions.**
- 4. Label abutting streets**
- 5. Shoreline/Surface water:** Indicate creeks, streams, lakes, ponds, wetlands and other bodies of water within 300 ft of the proposed project.
- 6. Wetlands and Seasonal Drainage:** Show setback distances from wetlands or seasonal drainage.
- 7. Easements:** Indicate location and size of road, utility, and private easements.
- 8. Show All Existing Development:** Identify existing and proposed structures. Include porches, decks, roof overhangs, cantilevers, and structures that will be demolished.
- 9. Proposed Building Footprint:** Use scale to show distances to property lines, existing structures, septic tank and drainfield. **Stake or flag footprint of proposed structure.**
- 10. Sewage Disposal System:** Identify septic tank location and drainfield.
- 11. Existing and proposed Buffers:** Include open space, fences, sidewalks and parking areas.
- 12. Retaining walls:** Proposed and existing.
- 13. Slopes/Site contours (Topography):** Identify any slopes greater than 15%, fills or cuts greater than 4ft. that are located within 300ft. of the proposed project. Use Contour lines or arrows to show the direction of the slope.
- 14. Wells:** Show existing and proposed, **need to include all wells located within 100 ft of property.**
- 15. Waterfront projects:** Show all structures on adjacent property.
- 16. Driveway/ Site Access**
- 17. Stormwater Run-off Path:** Identify stormwater run-off path and direction of flow.
- 18. Land modification/Grading permits:** Site applications for land modification permits must show topography before and after the proposed work.

Name _____

Parcel # _____

BLD# _____

Mason County
Department of Community Development
Small Parcel Stormwater Management Application/Worksheet (page 1 of 2)

Per Mason County Code, Title 14, Chapter 14.48 a stormwater site plan is required whenever a building application is made for residential development, or redevelopment¹, with more than 2,000 square feet of impervious surface².

¹Redevelopment means, on an already developed site, the creation or addition of impervious surfaces, structural development including construction, installation or expansion of a building or other structure, and/or replacement of impervious surface that is not part of a routine maintenance activity, and land disturbing activities associated with structural or impervious redevelopment.

²Common impervious surfaces include, but are not limited to, rooftops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled, macadam or other surfaces which similarly impede the natural infiltration of stormwater. Open, uncovered retention/detention facilities shall not be considered as impervious surfaces.

To Calculate Impervious Surfaces Please Complete This Table

Surface Type	Length	X	Width	=	Area	* All dimensions in feet
Buildings		X		=		Measurements for buildings are taken at the perimeter of the farthest projections (example: eaves/gutters)
		X		=		
		X		=		
		X		=		
Driveways		X		=		Length of drive begins at the right of way
		X		=		
		X		=		
Parking Areas		X		=		Any paved, gravel or packed area per definition above table
		X		=		
		X		=		
Patios/Walks		X		=		Any paved, gravel or packed area per definition above table
		X		=		
		X		=		
Others		X		=		If the total impervious area of the proposed site development is greater than 2000 square feet a Small Parcel Stormwater Site Plan is Required
		X		=		
		X		=		
Total Impervious Surface Area (sum of all areas)						

If the Total Impervious Surface Area is LESS THAN 2000 Square Feet, please read, acknowledge and sign below.

Based Upon the information you have provided a ***Stormwater Site Plan IS NOT required*** for this development activity.

Owner/Builder/Agent Acknowledges that submission of inaccurate information may result in a stop work order or permit revocation. Acknowledgement of such is by signature below. I declare that I am the owner, owner's legal representative, or the contractor. I further acknowledge that the information provided is accurate and employees of Mason County are granted access to the above-described property for review and inspection as may be required.

X _____ Owner/Agent/Contractor (circle one) Date: _____

If the Total Impervious Surface Area is GREATER THAN 2000 Square Feet, please read, acknowledge and sign the information provided on page 2 of 2.

Name _____

Parcel # _____

BLD# _____

Mason County
Department of Community Development
Small Parcel Stormwater Management Application/Worksheet (page 2 of 2)

Based Upon the information you have provided a *Stormwater Site Plan IS Required* for this development activity.

Title 14, Chapter 14.48 of the Mason County Code (MCC) regulates compliance requirements for Stormwater Management in this jurisdiction. A complete copy of the ordinance can be found on the Mason County website: <http://www.co.mason.wa~us/code/commissioners/index.htm>

Please follow the links to "Title 14, Chapter 14.48 Stormwater Management".

Regulated activities shall be conducted only after Mason County Public Works approves a stormwater site plan (Mason County Code Title 14 Chapter 14.48 section 14.48.70). You will receive a copy of the Public Works document entitled "Managing Storm Drainage on Small Lots, The Small Parcel Stormwater Site Plan". This document will assist you in preparing the necessary information and plans for Public Works to review and approve. **Per Department of Public Works this document will constitute an approved plan if all of the relevant details* are to be installed in their entirety AND no part of the stormwater system adversely affects any septic system** (see Environmental Health information below). If an alternative system is to be used a plan will need to be submitted to Public Works for approval. A design by a registered professional may be required for more complex sites.

*These details are found in the document *Managing Storm Drainage on Small Lots, The Small Parcel Stormwater Site Plan* on the pages that begin with "Handout"

PLEASE INITIAL BELOW TO INDICATE THE STORMWATER MANAGEMENT PLAN FOR THIS SITE

A) _____ The relevant details from *Managing Storm Drainage on Small Lots, The Small Parcel Stormwater Site Plan* will be installed in their entirety AND the system will be located as not to adversely affect any septic systems on this, or any other, parcel.

B) _____ An alternative plan and/or professional design will be submitted to the Department of Public Works for approval AND the system will be located as not to adversely affect any septic systems on this, or any other, parcel.

If you have further questions pertaining to parcel drainage and stormwater management Mason County's Public Works Department can provide additional instructions, guidance and examples. (Section 14.48.130) contact Public works at:

Phone: (360)-427-9670 EXT. 450
100 W PUBLIC WORKS DR
SHELTON, WA 98584

If this development has, or will have, a septic/drainfield system you may need to contact Mason County Division of Environmental Health to ensure that the stormwater system will not adversely affect the septic system of this, or any other, parcel. You may also wish to consult with the septic design professional involved with the project. Mason County Division of Environmental Health can be reached at:

Phone: (360)-427-9670 EXT. 352
615 W ALDER ST
SHELTON, WA 98584

A condition will be added to the building permit that states, in part, that all conditions the stormwater site plan will be met prior to a request for final inspection of the building permit.

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X _____ Owner/Agent/Contractor (circle one) Date: _____