



**SWINOMISH INDIAN  
TRIBAL COMMUNITY**

OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT  
11367 Moorage Way, La Conner, Washington 98257-0817  
Phone (360) 466.7280 | Fax (360) 466.1615

## MECHANICAL/PLUMBING PERMIT APPLICATION

APPLICATION NO. \_\_\_\_\_

**SECTION I - RESIDENTIAL (NON-COMMERCIAL / INDUSTRIAL)** – Fill out completely. Be sure to also complete Section IV (signature) to complete permit application form. Fees must be submitted at time of application.

### APPLICANT

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Site Address (if different): \_\_\_\_\_

Government Lot # \_\_\_\_\_ Parcel # \_\_\_\_\_ Assessor's Tax Account # \_\_\_\_\_  
(Trust Land Only)

Home #: (    )

Work #: (    )

Fax #: (    )

### CONTRACTOR INFORMATION

CONTRACTOR NAME / COMPANY: \_\_\_\_\_

Registration No. (Required) \_\_\_\_\_

Registration Expiration Date (Required) \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address (If Different): \_\_\_\_\_

Work #: (    )

Fax # (    )

3. Describe the work you are seeking an application for:

**SECTION II – COMMERCIAL / INDUSTRIAL (Non-Residential)** Fill out completely. Be sure to include all required submittal attachments and to also complete Section IV (signature) to complete permit application form. Construction plans are required for commercial HVAC and plumbing application. Please list each occupancy classification and describe what work is being proposed for each area.

**REQUIRED INFORMATION FOR COMMERCIAL / INDUSTRIAL APPLICATIONS:**

**SITE PLAN:**

Site Plans must show the building in relationship to the property and all accessory building and utilities. List distances to streets, property lines and between buildings. Show the location of all equipment and piping outside the building.

**MECHANICAL AND/OR PLUMBING DIAGRAMS AND PLANS:**

Plans must be no smaller than 8.5x11 and includes a scaled floor plan that shows the location and size of fixtures, equipment, sized fuel gas piping, ducts, shut-offs, return air, exhaust fans, supply and drainage piping, valves, cleanouts, floor drains, vent risers, grease traps, commercial range hoods, extinguishing systems, duct and shaft construction, and roof termination.

**COMMERCIAL ATTACHMENTS**

- Site Plan Attached
- Plumbing Piping Diagrams and Plans Attached
- Mechanical Diagrams and Plans Attached
- Uniform Building Code Occupance (**1997 U.B.C. Section 301 and Table 3-A for classifications**)

**SECTION III - FEES**

Commercial fees will be determined through plan review

MECHANICAL PERMITS		FEE
Mechanical Permit Fee	23.50	<input type="checkbox"/>
FURNACE		
<100,000Btu	14.80	<input type="checkbox"/> x _____ = \$ _____
>100,000Btu	18.20	<input type="checkbox"/> x _____ = \$ _____
Dryers	9.50	<input type="checkbox"/> x _____ = \$ _____
Wood/Gas Stoves	9.50	<input type="checkbox"/> x _____ = \$ _____
Range Hoods	9.50	<input type="checkbox"/> x _____ = \$ _____
Water Tanks	9.50	<input type="checkbox"/> x _____ = \$ _____
Misc. (please write in):	9.50	<input type="checkbox"/> x _____ = \$ _____
Fuel Piping		
1-4 fixtures	5.00	<input type="checkbox"/> x _____ = \$ _____
5 + fixtures	1.00	<input type="checkbox"/> x _____ = \$ _____
<b>Total Mechanical Fees</b>		\$ _____
PLUMBING PERMITS		FEES
Plumbing Permit fee	20.00	<input type="checkbox"/>
Fixtures	7.00	<input type="checkbox"/> x _____ = \$ _____
<b>Total Plumbing Fees</b>		\$ _____

## SECTION IV – SIGNATURE BLOCK

Application is hereby made for a permit to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief, such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the officials of the Swinomish Indian Tribal Community the right to enter the above-described location to inspect the proposed or completed work.

Date: \_\_\_\_\_

\_\_\_\_\_  
**Signature of Applicant or Designated Agent (REQUIRED)**

**FEEES MUST BE SUBMITTED AT TIME OF APPLICATION**

The Uniform Building Codes require the Swinomish Indian Tribal Community to make the following inspections. It shall be the duty of the permit applicant to cause the work to remain accessible, on test and exposed for inspection purposes. Neither the Tribal Building Official nor the Jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection. It shall be the duty of the person doing the work . . . "to notify the Building Official that such work is ready for inspection (and) to provide access to (a ladder when necessary) and means for inspection of such work" (Sec. 305 U.B.C.).

The following is a brief description of WHEN inspections are required.

### **PLUMBING**

After rough-in of piping, installed and on test (before covering), and final.

### **MECHANICAL**

After rough-in (installed and on test) before covering metal chimneys, before concealment of ducts, and final.

## **WHEN SUBMITTING PERMIT APPLICATIONS VIA MAIL SEND APPLICATIONS TO:**

Swinomish Indian Tribal Community  
Office of Planning and Community Development  
**Attn: Permit Administrator**  
11367 Moorage Way  
La Conner, WA 98257

**NOTE:** Failure to send permit applications to the Permit Administrator may result in delay or loss of your permit application.

## **CALL 466-7310 FOR INSPECTIONS**

**When you call for an inspection, please have the following information ready:**

- **Name of the permit holder**
- **Permit number**
- **Site address – (brief description of how to get there)**
- **Type of inspection**