

# CITY OF MERCER ISLAND

## COMMUNITY PLANNING & DEVELOPMENT

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | [www.mercerisland.gov](http://www.mercerisland.gov)

Inspection Requests: Online: [www.mybuildingpermit.com](http://www.mybuildingpermit.com) VM: 206.275.7730



### PERMIT APPLICATION

|                    |  |   |                               |  |                  |                                     |
|--------------------|--|---|-------------------------------|--|------------------|-------------------------------------|
| <b>A</b>           | SITE ADDRESS*                            |   | PROJECT VALUATION (REQUIRED)* |  | PERMIT #         |                                     |
|                    | PROPERTY OWNER: *                        |   | ADDRESS*                      |  | PHONE            |                                     |
|                    | TENANT NAME:                             |   |                               |  | E-MAIL*          |                                     |
|                    | APPLICANT CONTACT NAME*                  |   | ADDRESS                       |  | PHONE            |                                     |
|                    |  |   |                               |  | E-MAIL*          |                                     |
|                    | ARCHITECT / DESIGNER (Company/Name)      |   | ADDRESS                       |  | PHONE            |                                     |
| <b>L</b>           |  |   |                               |  | E-MAIL*          |                                     |
|                    | STRUCTURAL ENGINEER (Company/Name)       |   | ADDRESS                       |  | PHONE            |                                     |
| <b>I</b>           |  |   |                               |  | E-MAIL*          |                                     |
|                    | CONTRACTOR(Company/Name)                 |   | ADDRESS                       |  | PHONE            |                                     |
| <b>C</b>           |  |   |                               |  | E-MAIL*          |                                     |
|                    | STATE CONTRACTOR LICENSE #*:             |   | MI BUSINESS LICENSE #*:       |  |                  |                                     |
| <b>A</b>           | ELECTRICAL CONTRACTOR (Company/Name)     |   | ADDRESS                       |  | PHONE            |                                     |
|                    |  |   |                               |  | E-MAIL*          |                                     |
| <b>N</b>           | STATE CONTRACTOR LICENSE #*:             |   | MI BUSINESS LICENSE #*:       |  |                  |                                     |
|                    | PLUMBING CONTRACTOR (Company/Name)       |   | ADDRESS                       |  | PHONE            |                                     |
| <b>T</b>           |  |   |                               |  | E-MAIL*          |                                     |
|                    | STATE CONTRACTOR LICENSE #*:             |   | MI BUSINESS LICENSE #*:       |  |                  |                                     |
| <i>*Required</i>   |  |   |                               |  |                  |                                     |
| <b>PERMIT TYPE</b> | <input type="checkbox"/> Building        | <input type="checkbox"/> Low Voltage      | <b>OCCUPANCY TYPE</b>         | <input type="checkbox"/> SINGLE FAMILY | <b>WORK TYPE</b> | <input type="checkbox"/> ADDITION   |
|                    | <input type="checkbox"/> Demolition      | <input type="checkbox"/> Mechanical       |                               | <input type="checkbox"/> MULTI FAMILY  |                  | <input type="checkbox"/> ALTERATION |
|                    | <input type="checkbox"/> Electrical      | <input type="checkbox"/> Plumbing         |                               | <input type="checkbox"/> COMMERCIAL    |                  | <input type="checkbox"/> NEW        |
|                    | <input type="checkbox"/> Fire Protection | <input type="checkbox"/> Stormwater       |                               | <input type="checkbox"/> MIXED USE     |                  | <input type="checkbox"/> REPAIR     |
|                    | <input type="checkbox"/> Fuel Tank       | <input type="checkbox"/> Site Development |                               | <input type="checkbox"/> CHRUCH/SCHOOL |                  |                                     |
|                    | <input type="checkbox"/> Grading         |   |                               |  |                  |                                     |

**Briefly Describe Proposed Scope of Work (REQUIRED):**

**Will your project result in (all questions must be answered):**

|  |                              |                             |
|--|------------------------------|-----------------------------|
| A change of use  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| New Single Family dwelling   | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| A reduction in any existing side yard setback                                      | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| An increase in lot coverage by more than 100 square feet                           | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| An increase in the gross floor area of more than 500 square feet                   | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| An increase in the maximum building height above the highest point of the building | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

*Continued on next page*

**NOTICE TO APPLICANT**

Applications for which no permit is issued within 18 months shall expire. Once issued, building permits shall expire if work is not completed within two years from date of issue. Electrical, mechanical, and plumbing permits shall expire at the same time as the associated building permit except that if no associated building permit is issued, the electrical, mechanical and/or plumbing permit shall expire 180 days from issuance.

All work shall be done in accordance with the approved plans, except where such approval is in conflict with other codes. The approved plans shall not be changed or modified without the prior approval of the Building Official. It is the responsibility of the permittee to obtain the required inspections. Failure to notify this department that work is ready for inspection may necessitate the removal of some of the construction materials at the owner's expense in order to perform such inspections. All provisions of laws and ordinances governing this type of work will be met whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction of the performance of construction.

I hereby certify that I am the owner of the subject property or I have been authorized by the owner(s) of the subject property to represent this application, and that I have read and examined this application and know the same to be true and correct. Also, I have received authorization to utilize all contractor license information provided within this application and have been informed about contractor license laws (RCW 18.27, RCW 18.106, etc.), and the potential risks and monetary liability to the homeowner for using an unregistered contractors (general, plumbing, electrical, etc.). Further information can be obtained at 1-800-647-0982.

\_\_\_\_\_  
Signature of Owner/Contractor/Authorized Agent

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Printed Name of Owner/Contractor/Authorized Agent