

Grand Coulee Permit Application City of Grand Coulee
 P.O. Box 180
 Grand Coulee, WA 99133
 Phone: (509)633-1150 Fax: (509)633-1370



Permit Number	_____
Site Address	_____
Parcel ID	_____
Subdivision	_____
Lot	_____
Block	_____

Description of Work:	
Owner:	Phone:
Address:	
Primary Contractor:	License #:
Address:	Phone:
Engineer of Record:	Phone:
Address:	Fax:
Sub-Contractor:	License #:
Address:	Phone:
Sub-Contractor:	License #:
Address:	Phone:

Square Footage	Proposed Use	Type of Heat	Improvements Type
Main Floor	Residential:	Gas	New Building
2nd Floor	Single Family	Electric	Addition
3rd Floor	Multi Family (# Units)	Solar	Remodel/Repair
Add. Floors	Hotel, Dorm	Wood	Re-Roof
Basement	Garage		Fence
Covered Porch	Carport	Sewer	Construction Type
Decks	Patio	Public	Wood
Garage	Commercial:	Private	Steel
Other	New Building		Masonry
Decks	Shell Only	Water	Demolition
	Tenant Improvement	Public	Site Plan
	Remodel/Addition	Private	State Permit
			Asbestos Permit

Project Valuation	Occupancy Group	Construction Type
--------------------------	------------------------	--------------------------

Owner/owner Rep: _____ **Date:** _____

DISCLAIMER: I certify, under penalty, that the information furnished by me is true and correct to the best of my knowledge and further that I am authorized, by the owner of the above premises, to perform the work for which the permit application is made. I further agree to hold harmless the jurisdiction and The Building Department Inc., to any claim (including costs, expenses, and attorneys' fees incurred in investigation and defense of such claim) which may be made by any person, including the undersigned, and filed against the jurisdiction and/or The Building Department Inc., where such claim arises out of the reliance of the jurisdiction and/or The Building Department Inc., including its officers and employees, upon the accuracy of the information supplied to the jurisdiction as part of this application.



(509) 633-1150, City Hall
(509) 633-1105, City Clerk
(509) 633-1550, City Foreman
(509) 633-1411, Police Department
(509) 633-1370, Fax

PREPARING A SITE PLAN

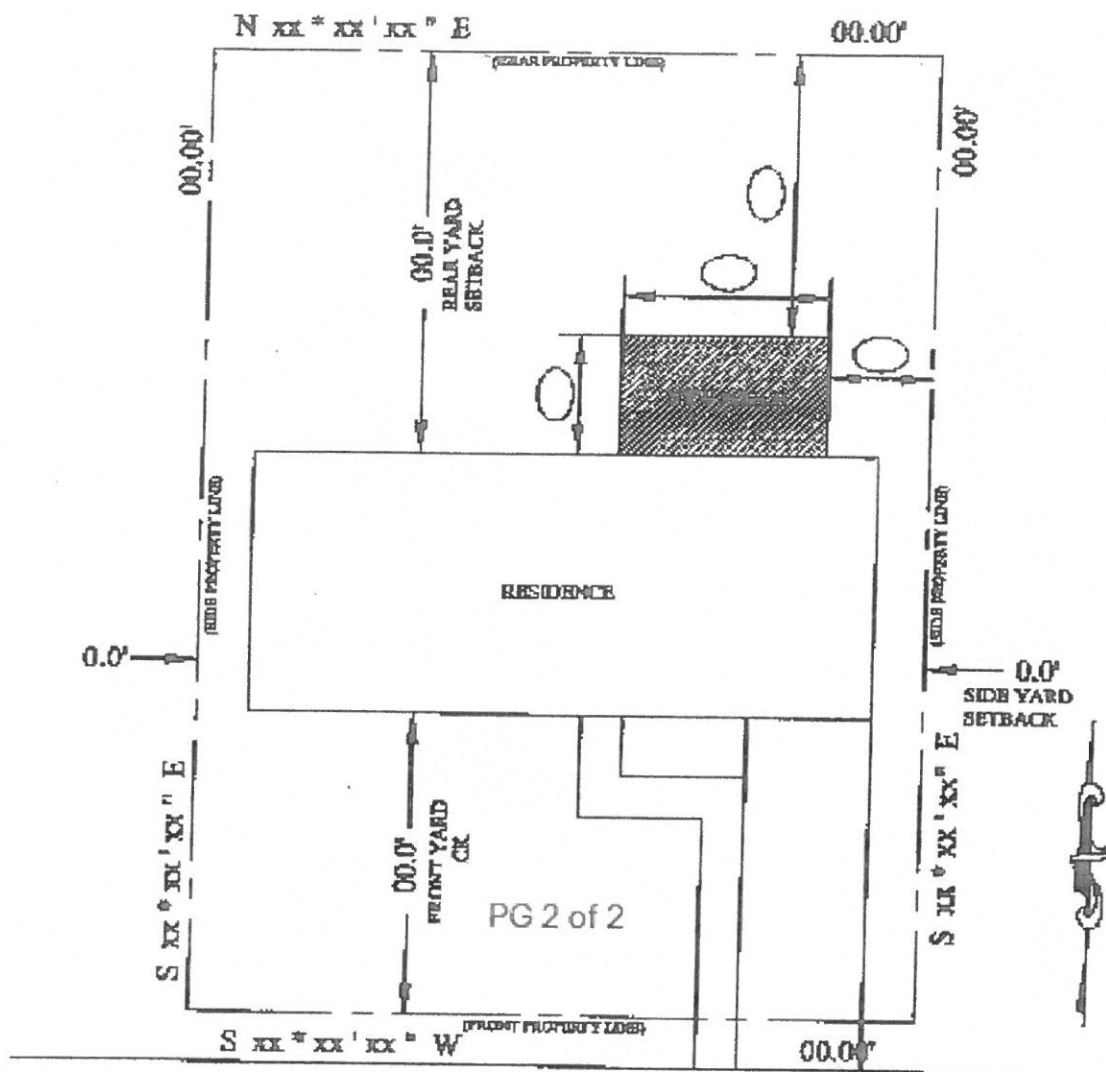
You may need to prepare a site plan if you are planning to improve your property. A site plan is an accurately scaled drawing that shows the existing conditions of and proposed improvements to your property. It includes the location of any existing and proposed development such as structures, paving, and land uses. Your site plan must show where your property lines are located in relation to any existing and proposed structures, parking, or other site features. While it is not required, it is strongly recommended that you hire a professional to prepare the site plan.

1. Determining when a site plan is required. A site plan is required for any entitlement process whether it be a new development, expansion of an existing use or establishing a land use. For example, you need to have a site plan if you will be constructing a new building, converting an existing building into an accessory dwelling unit, or proposing an addition to an existing structure

2. Identifying parcel dimensions and property lines. Parcel dimensions and property lines can be determined by either using a recorded subdivision map, or hiring a licensed surveyor. A recorded subdivision map in which the property is located will have lot dimensions. The legal description of the property, which should be included in the deed, typically contains the property's lot or parcel number and the subdivision name in which the parcel is located. If the property is not located within a subdivision map, the legal description will likely be a 'metes and bounds' description of the perimeter of the property. A licensed surveyor can locate the property lines and prepare the site plan.

3. Determining the location of structures and other features. Once the property boundaries and dimensions have been identified, the drawing of a site plan can begin. Existing buildings, streets, rights-of-way, easements, driveways, trees, wells, septic tanks, Leach fields and other site-specific features shall be clearly identified in relation to the property boundaries. Measure the distance from these site features to the surrounding property lines.

4. Drawing the site plan. A site plan can be drawn by using all the information you have gathered. The site plan can be hand drafted or by using a computer graphics or drafting program. You can hire a design professional to prepare the entire site plan.



12300 ANY STREET NE

(00' R/W)

SAMPLE SITE PLAN