

The intake checklist identifies minimum application elements necessary for the town to accept the application. Should any of the following minimum items not be provided, the application may not be accepted at the counter.

Applicant: Check each box under the applicant heading on this checklist to confirm items that are included in your submittal.

The required number of plan sets is 3 (three). If applying for multiple permits concurrently, submit the highest number of required plan sets.

General Requirements (1 original copy of each item is required):
If an item is not applicable, attach explanation.

Applicant

- Completed plumbing application form
- Proof of agency and hold harmless agreement form
- The applicable fee(s)
- Record Sales Tax Under #1713 Town of Hunts Point, WA 98004-1121, for purposes of reporting to the Department of Revenue (when you are buying materials)

Plumbing Drawings:

- Stamped and signed drawings.

Floor Plans drawn at 1/4" = 1' showing:



Town Hall, 3000 Hunts Point Road, Hunts Point, WA 98004-1121. Phone 425.455.1834, FAX 425.454.4586. Permit intake and issuance hours are Tuesday and Thursday, 8am-12pm and 1pm-5pm. Building Services Department 425.455.1834.

Plumbing Application

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RECORD SALES TAX UNDER #1713 Town of Hunts Point, WA 98004-1121

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

FOR STAFF USE ONLY
Permit #: _____
Fee: _____
Receipt #: _____

Property Address: _____ Lot # _____
Zone _____

Owner Information:

Name _____ Phone _____ Email _____
Mailing Address _____ City _____ Zip Code _____

Agent Information:

Contact Name _____ Phone _____ Email _____
Mailing Address _____ City _____ Zip Code _____

Contractor Information:

Name _____ Phone _____ Email _____
Mailing Address _____ City _____ Zip Code _____
License _____ Expiration _____ Tax # _____
Property Legal _____
Assessor's Parcel # _____

Description of project, use, or variance (if further space is needed, please attach explanation):

Valuation: _____

Repair Addition Alteration Replacement Conversion New Construction

I CERTIFY UNDER PENALTY OF PERJURY THAT I AM THE OWNER OF THE ABOVE 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 APPLICATION IS TRUE AND CORRECT. I FURTHER CERTIFY THAT ALL APPLICABLE FEDERAL, STATE, COUNTY, AND TOWN OF HUNTS POINT REQUIREMENTS FOR THE WORK AUTHORIZED BY THIS PERMIT WILL BE MET.

I CERTIFY THAT ALL ELEMENTS OF THE WORK UNDER THIS PERMIT INSTALLED BY ME OR BY PERSONS UNDER MY DIRECTION COMPLIES WITH ALL CURRENT REQUIREMENTS OF THE WASHINGTON STATE ENGERY CODE AND THE UNIFORM PLUMBING CODE.

SIGNATURE _____

NOTE: All costs from actual staff/consultant time will be billed to applicant.

Plan Review Deposit \$ _____
Receipt _____ BY _____
Plan Review Fee \$ _____
Permit Fee \$ _____
Inspection Deposit \$ _____
Less Fees Paid \$ _____
Total \$ _____
Receipt No. _____ BY _____
Date _____

PERMIT INSPECTION RECORD-FIELD CARD MUST BE POSTED ON JOBSITE AT ALL TIMES

This permit expires 540 calendar days from the date of issue or if substantial work has not begun or if at any time after issue the work is suspended or abandoned for 180 days.



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Proof of Agency / Hold Harmless Agreement

9a

PROPERTY ADDRESS: _____

PERMIT TYPE: _____ PERMIT NUMBER: _____

Proof of Agency

A proof of agency is required for the acceptance of any permit where the permit applicant (“agent”) is not the recorded owner of the property (“owner”). If the owner is a corporation, LLC, LLP, or partnership, this form must be completed and signed by the chief executive of the entity that holds ownership of the property in question.

Owners which apply for permits on their own behalf do not need to complete this form. **All other applicants must fully complete this form, including the owner’s signature, before the Town of Hunts Point will process any application documents.** Each separate application must include an original, fully executed Form 9a, Proof of Agency/Hold Harmless Agreement.

To BE COMPLETED BY OWNER:

I, _____, as the owner of
(print name of property owner or, in case of corporation, LLC, LLP or partnership, company Chief Executive)
the above-referenced property, hereby authorize the person or entity outlined below (the “agent”) to act as my sole agent regarding the above-referenced property, and further stipulate that the agent may act on my behalf for purposes of filing applications for decisions, determinations, permits, or review under any applicable Hunts Point Codes, and further stipulate that the Agent has full power and authority to perform, on my behalf, all acts necessary to enable the Town to process or review applications, issue permits, authorize revisions, and perform inspections required under all codes in force. **I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.**

[Signature of Property Owner/Chief Executive] [Date]

[Contact Address] [City] [State] [Zip]

[Phone] [Fax]

To BE COMPLETED BY AGENT:

[Print Name of Agent] [Title]

[Contact Address] [City] [State] [Zip]

[Phone] [Fax]



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Hold Harmless Agreement

A hold harmless agreement is required for the acceptance of any permit, and must be signed by the property owner. If the owner is a corporation, LLC, LLP, or partnership, this form must be completed and signed by the chief executive of the entity that holds ownership of the property in question. There are no permits or circumstances under which the town will accept application without an executed hold harmless agreement.

To BE COMPLETED BY OWNER:

I, _____, as the owner of
(print name of property owner or, in case of corporation, LLC, LLP or partnership, company Chief Executive)
the above-referenced property, hereby agree as a condition of permit application and/or issuance, to protect, defend, and hold harmless the Town of Hunts Point, its officers, agents and employees, and to indemnify them from all liability, loss and expense, including reasonable attorneys fees, that the Town of Hunts Point, its officers, agents and employees may incur by reason of accepting this application and/or issuing this permit, and all other acts taken by the Town of Hunts Point relating to the work described under the permit documents including but not limited to plans examination, issuance of permit(s), inspection and approval of construction and issuance of certificates of occupancy, to the extent that any such liability, loss and expense results from any errors or the misrepresentation of any material fact in the permit application documents, whether negligent or intentional. I further certify that I am the owner of the property referenced at the top of this document. **I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.**

[Signature of Property Owner/Chief Executive]

[Date]

[Contact Address]

[City]

[State]

[Zip]

[Phone]

[Fax]

IN-KIND REPLACEMENTS

Permit Issuance and Heaters

- | | |
|---|----------|
| 1. For the issuance of each plumbing permit | \$ 32.00 |
| 2. For issuing each supplemental permit | 13.00 |

Unit Fee Schedule (in addition to items 1 and 2 above)

- | | |
|---|----------|
| 1. For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection thereof). | \$ 10.00 |
| 2. For each building sewer. | \$ 18.00 |
| 3. Rainwater systems – per drain (inside building). | \$ 10.00 |
| 4. For each cesspool (where permitted). | \$ 29.00 |
| 5. For each private sewage disposal system. | \$ 46.00 |
| 6. For each water heater and/or vent. | \$ 10.00 |
| 7. For each gas-piping system of one to five outlets. | \$ 8.00 |
| 8. For each additional gas piping system outlet, per outlet. | \$ 4.00 |
| 9. For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture trap. | \$ 10.00 |
| 10. For each installation, alteration of drainage or vent piping and/or water treating equipment, each | \$ 10.00 |
| 11. For each repair or alteration of drainage or vent piping, each fixture | \$ 10.00 |
| 12. For each lawn sprinkler system on any one meter including backflow protection devices thereof. | \$10.00 |
| 13. For atmospheric-type vacuum breakers not included in item 12. | |
| 1 to 5 | \$ 8.00 |
| over 5, each | \$ 4.00 |
| 14. For each backflow protective device other than atmospheric type vacuum breakers. | |
| 2 inch (51 mm) diameter and smaller. | \$ 10.00 |
| over 2 inch (51 mm). | \$ 18.00 |
| 15. For each graywater system. | \$ 46.00 |
| 16. For initial installation and testing for a reclaimed water system. * | \$ 34.00 |
| 17. For each annual cross-connection testing of a reclaimed water system (excluding initial test). * | \$ 34.00 |
| 18. For each medical gas piping system serving one to five inlet(s)/outlet(s) for a specific gas. | \$ 57.00 |
| 19. For each additional medical gas inlet(s)/outlet(s). | \$ 8.00 |



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Other Inspections and Fees

- | | |
|---|----------|
| 1. Inspections outside of normal business hours
(minimum charge – two hours = base fee) and for each
hour beyond the base fee in 0.25 hour increments.
(Overtime calculated at 1.5 times standard rate.) | \$161.00 |
| 2. Re-inspection fee. | \$108.00 |
| 3. Inspections for which no fee is specifically indicated. * | \$108.00 |
| 4. Additional plan review required by changes, additions or
revisions to approved plans (minimum charge – one-half hour) * | \$108.00 |

*Per hour for each hour worked or the total hourly cost of the jurisdiction whichever is greater. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of all the employees involved.

Plumbing Code Plan Review Fees for New Construction

Plumbing permit plan review fee is equal to 65% of the total plumbing permit fee, based on project valuation (see Table 1-A-building permit fees 1997).

Plumbing Permit Worksheet

Fees for in-kind replacements are outlined in Form 35, Plumbing Permit Fees. All other plumbing installations have a permit fee and plan review fee based on the total valuation of the proposed plumbing project, including capital, materials, labor, markup, and profit.

In-Kind Permit Fees from UPC Table 1A

Fuel Type	Fixture Type	# Units	Fee/Unit	Fee
	Base Fee			
	Plumbing fixture on one trap or set of fixtures on one trap			
	Water heater and/or vent			
	Gas piping of one to five outlets			
	Each additional gas piping system outlet, per outlet			
	Water heater and/or vent			
	Installation, alteration of drainage or vent piping and/or water treating equipment			
	Each repair or alteration of drainage or vent piping, each fixture			
	Lawn sprinkler system on any one meter including backflow protection devices			
	Miscellaneous			

Total Fee \$ _____

All Other Plumbing Installations

Total Valuation	Calculation	Fees
\$ _____	Permit Fee + 1. \$ _____ = \$ _____ (Valuation of work) (UBC Table 1A Fee)	\$ _____
	Plan Review Fee = 2. \$ _____ x 0.65 = \$ _____ (Permit fee above) (Plan review fee)	\$ _____

Total Fee = (Permit Fee + Plan Review Fee) \$ _____

The Building Official may require a deposit in addition to the fees listed above to cover the cost of inspections.



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Permit Fee Schedule

Boundary Line Adjustment and Lot Consolidation	\$500.00 plus actual staff/consultant time
Building	As set forth in HPMC § 3.05.120(4), based on total project square footage
➤ Plan Review	65% of Permit Fee
➤ Inspection	Base Deposit \$1,800.00; May be adjusted by Building Official
➤ Fire Sprinkler	UBC Table 1A fee valuation plus staff/consultant time
➤ State Building Code Fee	\$4.50
Building Permit Exemption Request	\$50.00 plus actual staff/consultant time
Conditional Use	\$500.00 plus actual staff/consultant time
Demolition	\$250.00
Heavy Truck Street Repair Fund Fee	1% of the total valuation of the project
Mechanical	
➤ In-Kind Replacements	See Mechanical Fee Schedule Form 10a
➤ All Other Mechanical Installations	UBC Table 1A fee valuation
➤ Plan Review	65% of Permit Fee
➤ Inspection	As determined by Building Official
Plumbing	
➤ In-Kind Replacements	See Plumbing Fee Schedule Form 35
➤ All Other Mechanical Installations	UBC Table 1A fee valuation
➤ Plan Review	65% of Permit Fee
➤ Inspection	As determined by Building Official
Pre-Application Meeting (for new construction or remodel valued at \$25,000.00 or greater)	\$500.00
Reconsiderations/Appeals	\$500.00 plus actual staff/consultant time
Right of Way Use	\$250.00 plus actual staff/consultant time
SEPA Review	\$500.00 plus actual staff/consultant time
➤ EIS review/assessment	\$500.00 plus actual staff/consultant time
Shoreline Substantial Development	\$500.00 plus actual staff/consultant time
Shoreline Substantial Development Exemption	\$250.00 plus actual staff/consultant time
Site Development	\$500.00 plus actual staff/consultant time
Street Cleaning	\$3,000 deposit
Street Opening	\$250.00 plus actual staff/consultant time
Subdivision	
➤ Short Plat (4 or less lots)	\$2,500.00 plus actual staff/consultant time
➤ Preliminary Plat	\$2,500.00 plus actual staff/consultant time
➤ Final Plat	\$2,500.00 plus actual staff/consultant time
Special Use	\$500.00 plus actual staff/consultant time
Telecommunications Franchise	Fee negotiated
Telecommunications Right of Way Use	\$250.00 plus actual staff/consultant time
Tree Removal	\$50.00 plus actual staff/consultant time
Variance	\$500.00 plus actual staff/consultant time

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Permit Application Information Numbers

11c

BUILDING, DEMOLITION, MECHANICAL, PLUMBING/GAS PERMIT AND INSPECTIONS

Town of Hunts Point
3000 Hunts Point Road
Hunts Point, WA 98004-1121

Permits: 425.455.1834
Inspections: 206.235-9137
FAX: 425.454.4586

SEWER PERMITS AND INSPECTION

King County Health Department
14350 SE Eastgate Way
Bellevue, WA 98007

Environmental Health Office: 206.296.4932

ELECTRICAL PERMIT AND INSPECTION

Dept. of Labor and Industries
616 120th Avenue NE, Suite C-201
Bellevue, WA 98005

24-Hour Inspection Line: 425.990.1430

FIRE SPRINKLER INSPECTIONS

Bellevue Fire Department
766 Bellevue Way SE
Bellevue, WA 98004

Fire Inspections: 425.452.6034



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