

# Residential

## Additions, Alterations, Garages, Carports, Accessory Dwelling Units, Etc.



PO Box 1995 \* Vancouver, WA 98668-1995 \* www.cityofvancouver.us \* Phone: (360) 487-7802 Fax: (360) 487-7808

*Please review the submittal requirements. Incomplete applications will not be accepted.*

**Applicant:** \_\_\_\_\_

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

Phone: \_\_\_\_\_ ext. \_\_\_\_\_ Fax: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

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

Phone: \_\_\_\_\_ ext. \_\_\_\_\_ Fax: \_\_\_\_\_

**Contractor:** \_\_\_\_\_

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

Phone: \_\_\_\_\_ ext. \_\_\_\_\_ Fax: \_\_\_\_\_

**Contact Person Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**Contact E-mail Address:** \_\_\_\_\_

**Property Address:** *(tax assessor serial number or nearest intersection if no address)*

**Will the work include any of the following:**    electric    plumbing    mechanical

**Complete description of all work to be performed:** \_\_\_\_\_

**Are you proposing an Accessory Dwelling Unit:**     Yes     No    *If yes, please fill out supplemental application*

**Note if residence is on:**     septic system    or     public sewer

**Estimated cost of alteration(s) (materials and labor):** \_\_\_\_\_

**Square footage of new construction (if applicable):** \_\_\_\_\_

*I/we understand that per VMC 20.210.090 (Review for Counter Complete Status), if it is determined that the application is not complete, the City shall immediately reject and return the application and identify in writing what is needed to make the application counter complete. It is the responsibility of the applicant/owner to comply with all private conditions, covenants and restrictions (CC&R's) associated with this property.*

*I/we agree that City of Vancouver staff may enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_



SUBMIT TO:  
Development Review Services  
4400 NE 77th Av  
Vancouver, WA 98662

# RESIDENTIAL

## Submittal Requirements

The following information is required to be submitted with Residential applications. Plans must be a blue-line print or drawn in ink. Plans are to be drawn to scale as appropriate (i.e. 1"=10', 1"=20', 1/8"=1', etc.) Applications without the required information will not be accepted.

- Any fees associated with the application
- SUBMITTAL REQUIREMENTS**
- Completed and signed application.
- Completed and signed supplemental application for Accessory Dwelling Units, if applicable
- Two (2) complete site plans** (if applicable) 8.5 x 11", drawn to scale and including the following:
  - a. Accurate representation of the size and shape of the subject parcel(s) including easements of any kind, all lot dimensions and parcel orientation, including north arrow
  - b. Locations, dimensions and height of all existing and proposed buildings and structures, including garages, carports, fences, decks, patio covers and other accessory structures. Include dimensions from each other and from all property lines. Show dimensions of eaves projecting beyond a wall or supporting post. Indicate usage of all structures
  - c. Existing and proposed curbs, sidewalks, streets and curb cuts. Indicate placement and species of required street trees. Indicate center line of street(s) and label streets as public or private
  - d. Location and detailed layout of off-street parking
  - e. Location and height of walls and fences. Indicate construction material(s)
  - f. Storm water infiltration system or connection to existing system
  - g. Tree protection / tree replacement plan (if applicable) as per VMC 20.770
  - h. Proposed erosion control measures during construction

- Two (2) complete sets of construction drawings** - drawn to scale

**\*\*\*For specific requirements based on scope of work, please see hand-outs available at Permit Counter\*\*\***

\* \* \* \* \*  
Please provide the following information on all projects with a valuation of \$5000 and greater per RCW19.27.095 (1) d:

- N/A  Financing Lender  Bonding Firm

**Company:** \_\_\_\_\_

Company Address: \_\_\_\_\_

Phone: \_\_\_\_\_ ext. \_\_\_\_\_

Bond amt. is not less than 50% of total amt. of project  Yes  No

\* \* \* \* \*