

PERMIT PROCESS

- The following information is needed for issuance of Commercial Underground Storage Tank Removal permits:
1. Complete site address.
 2. Name, address and phone number of the property owner.
 3. Name, address and phone number of the company removing the tank(s).
 4. City of Lynnwood Business License number for the company removing the tanks. To obtain a business license, contact Business Licensing at (425) 670-5159.
- Once this information is received, the permit can be issued. After the permit is issued, the applicant is required to supply the following information:
1. Size and number of tank(s).
 2. Product last stored in the tank(s).
 3. Department of Ecology site number.
 4. Certification that the tanks have been pumped, rinsed, inerted and tested.
 5. A statement that all piping was disconnected and either capped or removed.
 6. Name and address of the person/company taking soil samples.
 7. Printed name, signature, title and phone number of the responsible person at the site.
 8. Site plan (the site plan does not need to be to scale, but must accurately depict the location of the tank(s) in relation to nearby buildings, streets, property lines, etc.)
- All of the above information (except Item 8) can be handwritten on the permit itself.

ADDITIONAL REQUIREMENTS

- A completed Spill Prevention, Control and Countermeasures Plan (SPCC Plan). SPCC Plan can be obtained online at <http://www.ci.lynnwood.wa.us/City-Services/Environmental--Surface-Water-and-Storm-Water/Surface-Water-Documents-and-Reports.htm>.
- A Stormwater Pollution Prevention Plan (SWPPP) may be required. Please verify with our Environmental, Surface Water, and Storm Water Department at 425-670-5200.

INSPECTION PROCESS

Call (425) 670-5550 at least 24 hours in advance to request an inspection. When you make your request, state the time that you expect the tank(s) to actually be removed; that is the time an inspector must be on-site. This must be on a weekday between 9 AM and 4 PM. Please have the permit number and address available when you call in the request.

All paperwork must be on site when the inspector arrives to witness the removal.

NOTE

It is your responsibility to see all information on the permit is correct, all necessary safety procedures have been complied with, and all industry-accepted standards have been followed. All excavations must be fenced or barricaded.

Building Permit Application

B

Permit Number: _____

Assoc. Permits: _____

Please read and follow all instructions on your application, submittal checklists and/or applicable supplemental forms carefully. Staff will not process incomplete applications. Please print or type legibly.

Please complete as applicable (check all that apply):			
<input type="checkbox"/> Residential	<input type="checkbox"/> New Construction	<input type="checkbox"/> Demolition*	<input type="checkbox"/> Plumbing
<input type="checkbox"/> Non-Residential	<input type="checkbox"/> Alteration	<input type="checkbox"/> SPCC*	<input type="checkbox"/> Mechanical
<input type="checkbox"/> Tenant Improvement	<input type="checkbox"/> Addition	<input type="checkbox"/> SWPPP*	<input type="checkbox"/> Fire Suppression/Sprinkler
*SPCC (Spill Prevention, Control and Countermeasures Plan) *SWPPP (Stormwater Pollution Prevention Plan) The plans can be obtained online at http://www.ci.lynnwood.wa.us/City-Services/Environmental--Surface-Water-and-Storm-Water/Environmental-Documents-and-Reports.htm .			
Description of Work:			
CONTRACT VALUE (EXCLUDING SALES TAX, SEE "FEES" BELOW): \$			
Occupant Name:			Phone:
Site Address:			Suite Number(s):
City:	State:	Zip:	Fax:
Email:			
Property Owner:			Phone:
Address:			Cell:
City:	State:	Zip:	Fax:
E-Mail:			
Architect/Engineer Name:			Phone:
Address:			Cell:
City:	State:	Zip:	Fax:
E-Mail:			
Contractor Name:			Phone:
Address:			Cell:
City:	State:	Zip:	Fax:
State Contractor's License Number:		City Business License Number:	
E-Mail:			
Primary Contact Name:			Phone:
Address:			Cell:
City:	Fax:	Zip:	
E-Mail:			

ALL RESIDENTIAL APPLICANTS MUST NOTE THE NUMBER OF EACH TYPE OF FIXTURE BELOW

PLUMBING				MECHANICAL			
No.	Type of Fixture	Fee	Total	No.	Type of Fixture	Fee	Total
	Water Closet (Toilet)	\$19.00			Furnace (up to 100,000 BTU)	\$25.00	
	Lavatory	\$19.00			Furnace (100,001 BTU or above)	\$38.00	
	Kitchen Sink/Disposal	\$19.00			Heat Pump/AC up to 3hp/100,000 BTU	\$32.00	
	Dishwasher	\$19.00			Heat Pump/AC up to 15hp/100,000 BTU	\$50.00	
	Lawn Sprinkler System	\$19.00			Heat Pump/AC up to 30hp/1,000,000 BTU	\$69.00	
	Clothes Washer	\$19.00			Heat Pump/AC up to 50hp/1,750,000 BTU	\$88.00	
	Drainage	\$19.00			Heat Pump/AC over 50hp/1,750,000 BTU	\$107.00	
	Vacuum Breakers	\$19.00			Ventilation Fan	\$13.00	
	Floor Sink	\$19.00			Ventilation System	\$25.00	
	Bath Tub	\$19.00			Exhaust Hood	\$32.00	
	Shower	\$19.00			Gas Stove Top	\$32.00	
	Laundry Tray	\$19.00			Gas Water Heater	\$32.00	
	Water Heater	\$19.00			Gas Dryer	\$32.00	
	Hose Bibs	\$19.00			Gas Piping	\$25.00	
	Floor Drain	\$19.00			Other:	+++	
	Water Piping	\$19.00					
	Backflow Devices	\$32.00					
	Urinal	\$19.00					
	Rainwater System	\$19.00					
	Other:	+++					
	Permit Processing Fee	\$38.00	\$38.00		Permit Processing Fee	\$38.00	\$38.00
TOTAL				TOTAL			
PLUMBING CONTRACT VALUE: \$				MECHANICAL CONTRACT VALUE: \$			

+++ **FEES:** For specific fee information, see LMC 3.104 or check the fee schedule available online or at our office.

Fees for *single-family or duplex residential buildings* are calculated by the number of fixtures (see above).

Fees for *all other buildings, including but not limited to commercial, institutional, or residential complexes of 3 units or more*, are all calculated by contract amount.

NOTICE

This permit becomes null and void if the authorized work has not been inspected by this department within 180 calendar days of issuance or for a period of 180 calendar days from the last inspection. The total life of this permit is limited to a maximum of 540 calendar days, provided it has not expired under the restrictions above. One extension request for 180 calendar days may be granted if a written request is submitted to the building official showing just cause before the expiration date.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with 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 or the performance of construction.

Print Name of Owner/Agent: _____

Signature of Owner/Agent: _____ Date: _____