

WALLA WALLA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

310 W Poplar St., Suite 200

Walla Walla, WA 99362

509-524-2610

Submit all documents to: permits@co.walla-walla.wa.us

You will receive an auto-generated email once your application has been entered in our electronic system (TRAKIT) for processing and screening. If you do not receive an email within five business days, please call the number listed above to let us know.

Mechanical / Plumbing Permit Application

12-digit Parcel # _____

Site Address _____

Applicant (required) _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ E-mail address: _____

Property Owner (required) _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ E-mail address: _____

Contractor (if applicable) _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ E-mail address: _____

Contractor's Registration # _____

Please describe in detail what you plan to do and include whether it is a new install or replacement:

Residential or Commercial (circle one)

Permits for **Manufactured Homes** must be obtained from Washington State Department of Labor & Industries (1-800-547-9411).

Please enter the total quantity for each item you are installing or replacing:

Plumbing Item	Qty	Mechanical Item	Qty
TOILET(S)		MINI-SPLIT	
SINK(S)		FURNACE	
SHOWER(S)		HT PUMP / A/C / BOIL	
BATHTUB(S)		AIR HANDLER	
BATH/SHOWER COMBO(S)		GAS WATER HEATER	
CLOTHES WASHER		VENT / EXHAUST FANS	
DISHWASHER		APPLIANCE W/VENT (dryer, oven, range, water heater)	
DISPOSAL		DUCTWORK (Enter 1 if Installing or Replacing)	
WASTE PIPING (DWV) (Enter 1 if Installing or Replacing)		WOOD / PELLET STOVE / INSERT	
WATER HEATER		GAS FIREPLACE	
WATER SOFTENER		GAS PIPING (Enter 1 if Installing or Replacing)	
DRINKING FOUNTAIN		LPG TANK / GAS METER SET	
HOSE BIB(S)		EVAPORATIVE COOLER	
SUMP PUMP		RANGE HOOD (residential)	
MISCELLANEOUS FIXTURES		RANGE HOOD (commercial type)	
FLOOR DRAIN		MISCELLANEOUS GAS APPLIANCE	
ROOF DRAIN		MEDICAL GAS SYSTEMS	
GREASE, SAND INTERCEPTOR		INCINERATOR	
HOT TUB / BUILT IN			
LAWN SPRINKLER			

I certify, by my signature, that the information submitted in this application packet is true and accurate. Determination of information to be in error could result in revocation of permit.

Signature: _____ Date: _____

Acknowledgement of Contractor Registration requirements

RCW 18.27.110

Building permits — Verification of registration required — Responsibilities of issuing entity — Penalties.

(1) No city, town or county shall issue a construction building permit for work which is to be done by any contractor required to be registered under this chapter without verification that such contractor is currently registered as required by law. When such verification is made, nothing contained in this section is intended to be, nor shall be construed to create, or form the basis for any liability under this chapter on the part of any city, town or county, or its officers, employees or agents. However, failure to verify the contractor registration number results in liability to the city, town, or county to a penalty to be imposed according to **RCW 18.27.100(8)(a)**. “(8)(a) The finding of a violation of this section by the director at a hearing held in accordance with the Administrative Procedure Act, chapter 34.05 RCW, shall subject the person committing the violation to a penalty of not more than **ten thousand dollars** as determined by the director.”

(2) At the time of issuing the building permit, all cities, towns, or counties are responsible for:

- (a) Printing the contractor registration number on the building permit; and
- (b) Providing a written notice to the building permit applicant informing them of contractor registration laws and the potential risk and monetary liability to the homeowner for using an unregistered contractor.

(3) If a building permit is obtained by an applicant or contractor who falsifies information to obtain an exemption provided under **RCW 18.27.090**, the building permit shall be forfeited.

WAC 296-200A-110

Is a city, town, or county required to verify a contractor registration number?

Before issuing a building permit, a city, county or town must verify the registration of the general or specialty contractor applying for the permit.

By my signature, I hereby attest that I have received and read this information.

Printed Name: _____

Signature: _____ Date: _____