# THE TULALIP TRIBES

# INFORMATION FOR BUILDING PERMIT APPLICATION

**Filing Procedure:**

1. Send all submittal requirements to permits@tulaliptribes-nsn.gov

   Note: Paper submittals can be accepted on a case by case basis if there is a hardship.

**Submittal requirements:**

1. BUILDING PERMIT APPLICATION. Please ensure the application is signed and dated. Write "N/A" for those questions that do not pertain to your proposal.
2. PROPERTY OWNERSHIP DOCUMENTATION such as a Title or Lease to the property.
3. SITE PLAN. See example on page 2. The Site Plan includes property boundaries, all existing and proposed buildings and structures, dimensions, distance to property lines, roads, right-of-ways, utilities, and waterbodies.
4. GENERAL LOCATION MAP. The map must show an area at least 500 feet in all directions from the project boundary.
5. STRUCTURAL DESIGN PLANS and SPECIFICATIONS shall meet the Tulalip Tribes Building Code standards as listed in Chapter 7.20: codepublishing.com/wa/Tulalip/

**Note 1**: Your submittals will be reviewed by multiple Tribal Departments for consistency with Tulalip Tribal Codes. You are also required to contact the following departments before your permit can be released:

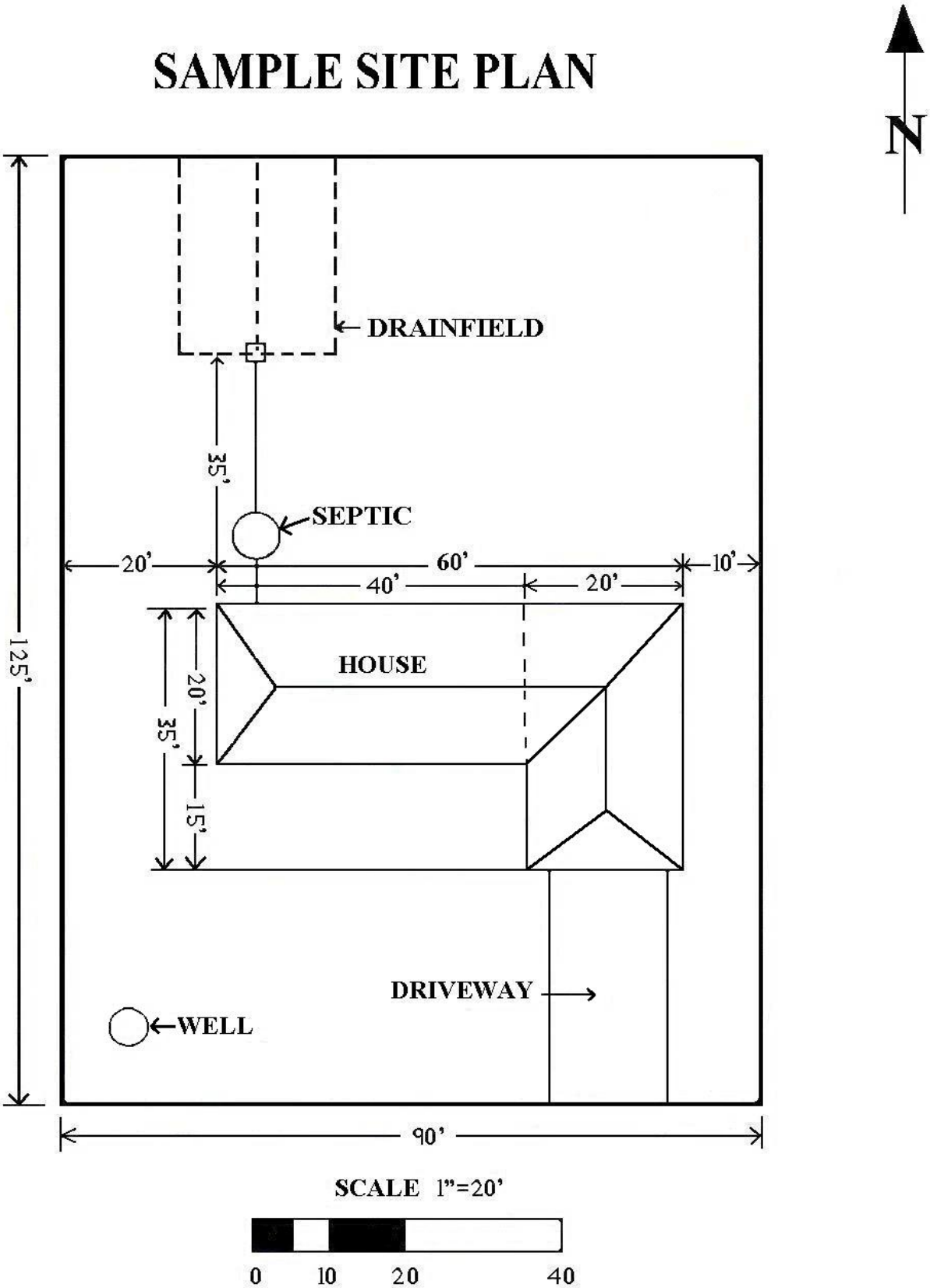
Tulalip Tax & Licensing Department (360) 716-4211

Tribal Employment Rights Office (360) 716-4629

**Note 2:** Depending on the nature of the proposal, other submittals may be required after review of your application such as:

- ENVIRONMENTAL CHECKLIST
- TULALIP UTILITY HOOK-UP AGREEMENT
- WELL OR SEPTIC TANK PERMITS
- TOPOGRAPHIC MAP
- DRAINAGE PLAN
- EROSION CONTROL PLAN
- MITIGATION OR RESTORATION PLAN
- CULTURAL SURVEY
- TRAFFIC STUDY
- PROPERTY SURVEY
- MOBILE HOME MANUFACTURER SPECIFICATIONS

# SAMPLE SITE PLAN



# THE TULALIP TRIBES

# BUILDING PERMIT APPLICATION

## Property Information (site of proposed activity)

**Site Address:**

**Allotment #** **Parcel #**

**Nearest intersection:**

**Section:** **Township:** **Range:**

**Current Use:** ☐ **Vacant** ☐ **Residential** ☐ **Commercial** ☐ **Industrial**

**Other use:**

## Property Ownership

**Property Owner(s):**

**Primary Phone #** **Secondary Phone #**

**E-mail address:**

**Mailing address:**

## Applicant Information

**Applicant(s):**

**Primary Phone #** **Secondary Phone #**

**E-mail address:**

**Mailing address:**

**Relation to property owner:**

## Proposed Activity

☐ New single family residence

☐ New accessory structure (ex. shed, garage)

☐ New commercial / industrial building

☐ New addition to existing building

☐ New Modular / Mobile Home

☐ New Commercial Sign

☐ Remodel / Repair in single family home

☐ Remodel / Repair in commercial / Industrial building

☐ Tenant Improvement (Seattle Premium Outlets)

☐ New Beach Access Structure or Dock

☐ Deck repair ☐ Roof repair ☐ Dock repair

Other activity _____

## Proposed Activity Description

| | | | | |
|---|---|---|---|---|
| **Square feet of new construction:** | | **Market Value of Construction:** | | |
| **New Single Family Residence # of Bedrooms:** | | | | |
| **New Single Family Residence # of Bathrooms:** | | | | |
| **New Modular / Mobile Home:** | ☐ **Single-Wide** | ☐ **Double-Wide** | ☐ **Triple-Wide** | |
| **Proposed Use:** | ☐ **Residential** | ☐ **Commercial** | ☐ **Industrial** | ☐ **Other** |

**Does the development involve or require the removal or placement of dirt, gravel, sand, etc.?**

☐ Yes ☐ No Approximate square feet: _____

**What services are currently available at the site?**

Public Water ☐ Individual Well ☐ Public Sewer ☐ Septic System ☐

**I hereby certify that I have prepared this application and site plan and that, to the best of my knowledge, the information provided is complete, accurate, and a true representation of the proposed development, I further attest that I have the authority to submit this application and agree to comply with any and all conditions of development permit approval. I agree to provide any additional information required and understand that if the scope of the project is modified, a new application may be required.**

**Applicant's Electronic Signature & Date**