

**CLALLAM COUNTY BUILDING DEPARTMENT**  
**NEW SINGLE FAMILY DWELLING/ADDITIONS/REMODELS**  
**PERMIT APPLICATION CHECKLIST**  
**223 E. 4<sup>th</sup> Street, Suite 5**  
**Port Angeles, WA 98362**  
**(360) 417-2318, (360) 417-2595, or (360) 417-2317**

- WORKSHEET APPLICATION
- DETAILED PLOT PLAN
- DRAINAGE PLAN (Contact (360) 417-2379 w/questions)
  - Standard Drywell Drainage Plan - \$30.00 fee
  - Engineered Drainage Plan - \$125.00 fee
  - Engineered Drainage Plan for Critical Areas - \$180.00 fee
  - Engineered Drainage Plan for Commercial - \$340.00 fee
- POTABLE WATER AVAILABILITY REVIEW with appropriate fee and one of the following: (Contact (360) 417-2334 w/questions)
  - Availability letter from Purveyor
  - Well log, Bacteria Test, Nitrate Test
- SEPTIC SYSTEM (Contact (360) 417-2332 w/questions)
  - New Septic Construction Permit
  - Sanitary Survey of existing system
  - Expansion / Modifications of existing system
- ROAD APPROACH PERMIT for accessing off County Road with \$180.00 fee (Contact (360) 417-2379 w/questions)
- 911 ADDRESS with \$50.00 fee (Contact (360) 417-2318 w/questions)
- STRUCTURAL DRAWINGS – ¼" per 1' minimum scale
  - Foundation Plan and Roof Framing Plan
  - Floor plan
  - Framing Plans
  - Prescriptive Braced wall line locations and calculations for both seismic and wind loads (Seismic Design Category D2 & 100, 110 or 120mph wind speed based on site location)
  - Elevations – all four directions
  - Structural Cross Sections and Details
  - Truss Design
  - 2012 Energy Calculation Sheets
  - Stamped Washington State Licensed Engineer and/or Architect Calculations if applicable
- OWNERSHIP

If your property was recently purchased and it is not in the Assessor's computer system, or someone owns it other than yourself, or the proposed project hinges on a real estate transaction, then **Proof of Ownership** is required. This can be done by providing a copy of the **Deed** filed in the Auditor's Office or by obtaining a letter from the owner stating their willingness to allow you to place/build a structure on their parcel (reference parcel number).

After we receive the application, it is reviewed by our Staff for compliance, including a structural plan check. We will compare your plot plan and parcel number with several different maps to verify compliance with many different state and county codes. SOME OF THE REQUIREMENTS INCLUDE: critical area maps (wetlands, bluffs, floodplains, creeks, rivers, streams, wildlife habitat, aquifer recharge, hydric soils, erosion, landslide and seismic areas), legal lot sizes and setbacks from property lines or critical areas to your proposed site. If you are in, or close to, a critical area you may be required to sign a "Notice to Title" which we will file with the County Auditor disclosing the critical area is on or near your parcel of land. Most applicants are very much aware of these on their property (creek, bluff, pond, Strait of Juan de Fuca, for example). If you are building near a critical area, you will be notified if further studies or reports are needed prior to issuance of your permit. This may include temporary fencing of wetlands or stream buffers, or marking of the buffer or landslide hazards with stakes. This usually happens when the property is so restricted by the critical area that development could adversely affect the area (such as a major wetland or steep hillside for example). An estimated one out of ten projects from this review is sent to our specialist for a site visit, and less than 1/10<sup>th</sup> of those requires a report.



Clallam County Department of Community Development

RESIDENTIAL BUILDING PERMIT WORKSHEET

DATE REC'D: \_\_\_\_\_

BPT #: \_\_\_\_\_

PRJ #: \_\_\_\_\_

Site Address: \_\_\_\_\_ Tax Parcel Number: \_\_\_\_\_

PROPERTY OWNER NAME: \_\_\_\_\_
MAILING ADDRESS: \_\_\_\_\_
CITY, STATE, ZIP: \_\_\_\_\_
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_
E-mail Address: \_\_\_\_\_ Fax: \_\_\_\_\_
MAIN CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_
ENGINEER/ARCHITECT OF RECORD: \_\_\_\_\_ PHONE: \_\_\_\_\_
APPLICANT/CONTRACTOR: \_\_\_\_\_
MAILING ADDRESS: \_\_\_\_\_
CITY, STATE, ZIP: \_\_\_\_\_
STATE CONTRACTOR LICENSE #: \_\_\_\_\_ EXPIRES ON: \_\_\_\_\_
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_
LENDING INSTITUTION (AS PER RCW 19.27.095): \_\_\_\_\_

DETAILED PROJECT DESCRIPTION - What are you building?
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

TYPE OF SEWAGE DISPOSAL (i.e. Ind. Septic, Community or Municipal): \_\_\_\_\_
SOURCE OF POTABLE WATER (i.e. Ind. Well, Pub. Water Sys.): \_\_\_\_\_
DIRECTIONS FROM A STATE HWY: \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

THIS INFORMATION BOX PERTAINS ONLY TO THE PROPOSED PROJECT
NO. OF BEDROOMS: \_\_\_\_\_ NO. OF BATHROOMS: \_\_\_\_\_ NO. OF STORIES: \_\_\_\_\_
NO. PLUMBING DRAINS: \_\_\_\_\_ SPECIFIC TYPE OF HEAT: \_\_\_\_\_
NO. WOODSTOVE/PELLET: \_\_\_\_\_ FIREPLACES: \_\_\_\_\_ (GAS/WOOD) INSERTS: \_\_\_\_\_ (GAS/WOOD)
PROpane TANK SIZE: \_\_\_\_\_ (ABOVE GROUND/UNDERGROUND)
SQUARE FOOTAGE OF:
1st FLOOR: \_\_\_\_\_ 2nd FLOOR: \_\_\_\_\_ 3rd FLOOR: \_\_\_\_\_ GROSS FLOOR AREA: \_\_\_\_\_
UNFINISHED BSMNT: \_\_\_\_\_ FINISHED BSMNT: \_\_\_\_\_ GARAGE: \_\_\_\_\_ CARPORT: \_\_\_\_\_
COVERED PATIO: \_\_\_\_\_ DECK: \_\_\_\_\_ COVERED DECK: \_\_\_\_\_ COVERED PORCH: \_\_\_\_\_

This application is complete and correct to the best of my knowledge.
Signature OWNER / AGENT / CONTRACTOR \_\_\_\_\_ Date \_\_\_\_\_

FOR STAFF USE ONLY:
PROJECT VALUE \$ \_\_\_\_\_
SEP/SAN \_\_\_\_\_ PLAN CHECK \_\_\_\_\_ ADDRESS FEE \_\_\_\_\_
H2O \_\_\_\_\_ OCCUPANCY \_\_\_\_\_
DRA \_\_\_\_\_ CONST. TYPE \_\_\_\_\_ PLAN CHECK FEE \_\_\_\_\_
RDP \_\_\_\_\_ OWNERSHIP \_\_\_\_\_ REC #/CK # \_\_\_\_\_
WAT \_\_\_\_\_ FIRE PROTECTION \_\_\_\_\_ DATE \_\_\_\_\_
CRI \_\_\_\_\_ WSEC \_\_\_\_\_ (Pres. /Comp.)
FLD \_\_\_\_\_ PERMIT FEE \_\_\_\_\_
SHR \_\_\_\_\_ ST. B.C. FEE \_\_\_\_\_ 4.50
ZONING \_\_\_\_\_ SETBACKS \_\_\_\_\_ REC #/CK # \_\_\_\_\_
LEGAL DESC & LOT SIZE \_\_\_\_\_ DATE \_\_\_\_\_

CRITICAL AREA REVIEW:
WETLANDS \_\_\_\_\_ GEOLOGIC HAZARD \_\_\_\_\_
AQUATIC & WILDLIFE \_\_\_\_\_ SHORELINE \_\_\_\_\_
AQUIFER RECHARGE \_\_\_\_\_ FLOODPLAIN \_\_\_\_\_
ELEVATION CERTIFICATE \_\_\_\_\_ PRIOR FOREST PRACTICE \_\_\_\_\_
PLANNER APPROVAL (IF REQUIRED) \_\_\_\_\_



**Clallam County  
Department of  
Community Development**

**BUILDING DEPARTMENT**

223 East 4<sup>th</sup> Street, Suite 5  
Port Angeles, WA 98362-3015  
360.417.2318 Fax: 360.417.2443

**DIRECTIONS TO SITE  
LOCALITY MAP**

Please draw clear and precise directions to the building site from the closest major highway.

**NORTH ↑**

A large, empty rectangular box with a thin black border, intended for drawing directions to the building site. The text "NORTH ↑" is positioned at the top center of the box.



# Clallam County Department Of Community Development

## PERMIT APPLICATION SITE PLAN REQUIREMENTS

In order to help us process your permit request as efficiently as possible, please show ALL of the following information on the plot plan. All site plan sheets must be to scale and accurate. You may use the attached sheet or equivalent. Please note that the type of permit you are applying for may ask for additional information.

- Property Dimensions (including location of any monuments or markers as a result of a survey)
- North Arrow
- Scale (Minimum 1" = 20'; Maximum 1" = 200')

### Critical Area Requirements

- The location of Natural Features (including rivers, creeks, streams, bluffs, slopes (both man-made or natural banks)
- Topography (including slope, grade and direction)
- Location of all critical areas on parcel (may be on a separate sheet)
- Show location of all critical areas plus associated buffers within 200' of proposed development. Show buffer fencing and/or flagging as located on site. (streams, wetlands, and landslide only)
- Outline all areas, on your parcel, within 200' of proposed development that have been or will be subject to clearing and grading.
- Location of floodplains, floodways and channel meander hazards (including elevations)

### Existing and Proposed Improvements

- Location, width and names of all private or public roads, streets, right of ways or easements
- Location of existing or proposed driveway(s) (including length, width and type of surface)
- Setbacks for all improvements from property lines, utility lines, easements, roads and distance between structures
- Location of existing and proposed structure(s), including decks, pads, and foundations.
- Location of septic tank(s), drainfield(s) and reserve area or sewer lines
- Location of well(s), spring(s) or water lines (including name of water system, as applicable)
- Location of well-head protection area(s) (if applicable)
- Location of utility easements and/or utility lines and irrigation ditches
- Location of above or below ground storage tank(s) including tank capacity
- Drainage Facilities (drywells or other proposed drainage plan)

**Commercial Applications** must include all of the above plus these additional items.

- Parking Facilities, showing spaces and drive aisles, as per CCC 33.55
- Landscaping; showing location of plants, species listing as per CCC 33.53
- Outdoor Lighting; including, location, fixture type/typical and specification sheets
- Signage (all exterior signs); as per CCC 33.57
- All Impervious Surface Area
- Location of Fire Hydrants or Fire Protection Facilities

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

FOR OFFICE USE ONLY			
Applicant _____	Parcel # _____	_____	
Permit# _____	Staff Initials _____	Date Received _____	



# CLALLAM COUNTY BUILDING DEPARTMENT

## ADDRESS REQUEST

**\$50.00 FEE**

**LOCATION OF DRIVEWAY MUST BE IDENTIFIED BEFORE ADDRESS CAN BE ASSIGNED**

Property Owner(s): _____		<u>For Office Use Only</u>	
Mailing Address: _____		ADR # _____	
City, State, Zip: _____		RCPT/CHK NO. _____	
Email: _____		DATE REC'D: _____	
Phone: _____			
Main Contact: _____	Phone: _____	Email: _____	
Tax Parcel No. _____	Zip Code: _____		
<b>ROAD NAME</b> (Named road that driveway accesses)	<b>***SHARED DRIVEWAY***</b> (Does your driveway or unnamed easement also serve any other homes or lots?) <b>YES</b> <b>NO</b>		
Nearest Existing Placard Numbers (on same road or on shared driveway)?  <b>Above</b> _____ <b>Below</b> _____	Length of Proposed Driveway?		
	Gate or Obstruction? <b>YES</b> <b>NO</b>		
Directions to Site (from a state highway):  <i>Please sketch map to site on back of this form.</i>			

**PLEASE NOTE: If you foresee your driveway will serve 5 or more addresses, it is advisable to name it as a private road now. A sixth address on one driveway cannot be done without naming the road. Please read explanation on back.**

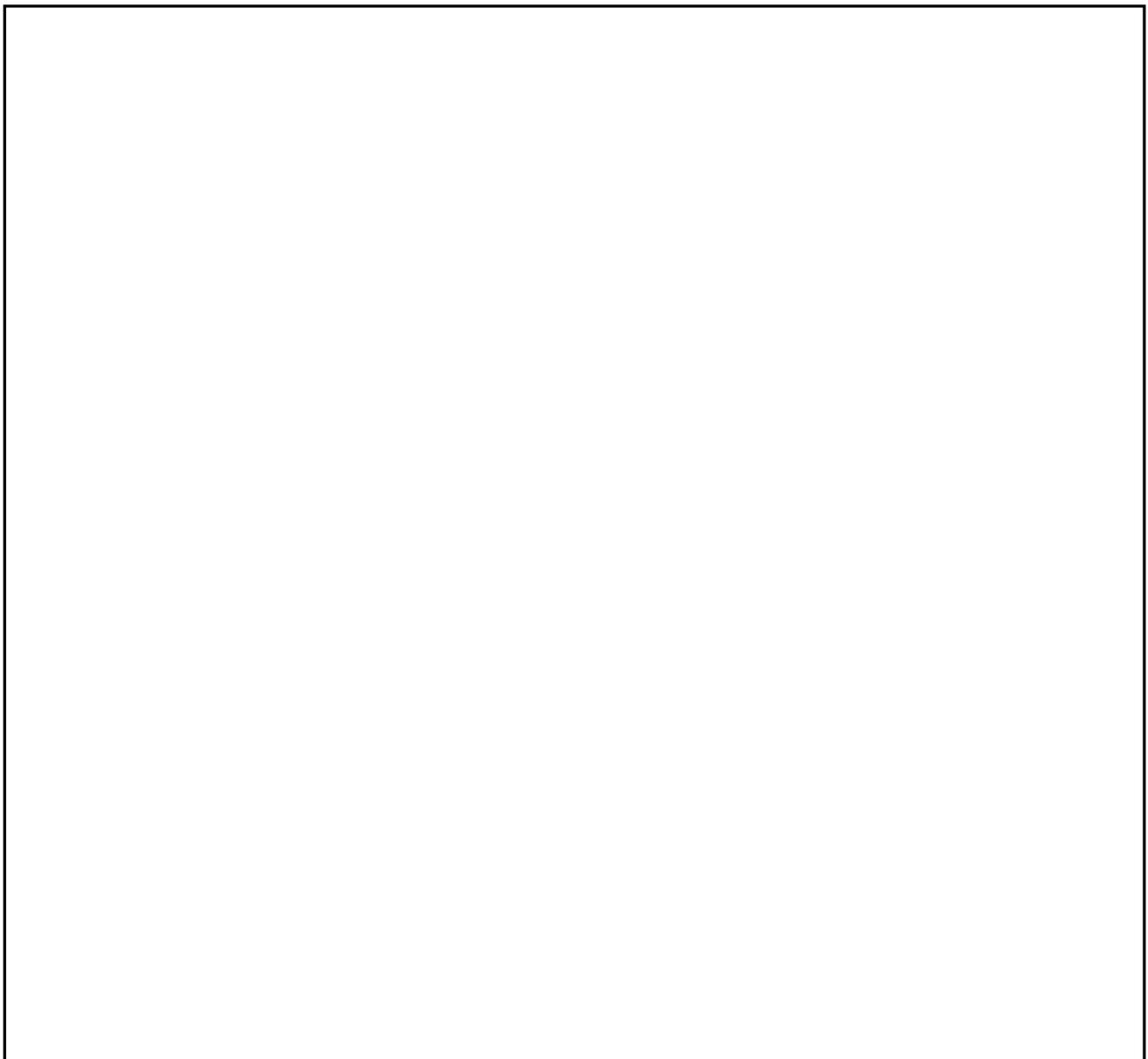
<u>FOR OFFICE USE ONLY</u>	
Rural / Grid	Pending Road Name:
Private / County / Hwy	Actual Road Name:
Rd Approach: <b>YES</b> <b>NO</b>	<b>Assigned Address:</b> Office / Field
RDP # _____	
Comments:	Verified: _____ Database Entry: _____ Addressee Notified: _____ Placard Made: _____

If your driveway is shared with other existing or potential residences, please read and respond to the following:

Addresses are calculated based on the distance from the road origin to the driveway. Each driveway can potentially accommodate five (5) addresses, all odd or all even, with the numbers increasing up the driveway. (for example, 1240, 1242, 1244, 1246). Once there are too many addresses to fit this pattern, the driveway must be named as a private road, with addresses based on the distances up that road.

If you foresee your shared driveway exceeding the five (5) potential addresses, it should be named so that it can accommodate an unlimited number of future addresses. If it appears your driveway will serve two to five (2 – 5) addresses, yours must fit correctly with any other existing or potential accesses to it.

Please sketch your driveway, showing the connection to the named road, and any other existing driveways connecting to your driveway, as well as any undeveloped lots that may also connect to your driveway.

A large, empty rectangular box with a thin black border, intended for a hand-drawn sketch of a driveway and its connections to other roads or lots.

H2O # \_\_\_\_\_  
BPT# \_\_\_\_\_

Receipt# \_\_\_\_\_ By: \_\_\_\_\_  
Date: \_\_\_\_\_ Check# \_\_\_\_\_

**CLALLAM COUNTY**  
**Environmental Health Services**  
**Water Availability Verification**  
**\$69.00 (Individual Wells)**  
**\$81.00 (Group A & B Water Systems)**

Prior to the issuance of a Building Permit for any building requiring potable water, evidence of an adequate water supply must be provided by the applicant to Clallam County Environmental Health Services. Please complete the appropriate sections of this form to verify water availability for either public or individual water systems. Return it to CLALLAM COUNTY ENVIRONMENTAL HEALTH SERVICES for review, 223 E. 4<sup>th</sup> St., Suite 14, Port Angeles, WA 98362. If you have any questions, please call the office at (360) 417-2506.

Owner's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Agents's Name \_\_\_\_\_ Phone# \_\_\_\_\_

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

City/State/Zip \_\_\_\_\_

E-mail address: \_\_\_\_\_

Parcel Number \_\_\_\_\_

Site Address (if available) or street name: \_\_\_\_\_

**Check type of proposal:**

- \_\_\_ New Construction of \_\_\_\_\_
- \_\_\_ Replacement of existing residence \_\_\_\_\_
- \_\_\_ Remodel of existing residence \_\_\_\_\_
- \_\_\_ Second residence on a parcel \_\_\_\_\_
- \_\_\_ Land Division \_\_\_\_\_
- \_\_\_ Other \_\_\_\_\_

Applicant's (or agent's) Signature \_\_\_\_\_

Date \_\_\_\_\_

(Continued on other side – OVER>)

**PUBLIC WATER SYSTEMS** (two or more connections)

**This section is to be completed by the Water Purveyor. An attached letter, signed by the Purveyor is also acceptable.**

The \_\_\_\_\_ public water system is capable of and willing to supply water to parcel number \_\_\_\_\_.  
The above public water system is approved for \_\_\_\_\_ service connections. It is currently serving \_\_\_\_\_ active connection(s) with \_\_\_\_\_ connection(s) committed. The water system facilities necessary to adequately provide service to this site have been designed, approved and installed per WAC 246-290.

Purveyor's Name \_\_\_\_\_ Phone # \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_  
Month/Year water system was approved: \_\_\_\_\_

**INDIVIDUAL WATER SYSTEMS Water Source (check one)**

- \_\_\_\_\_ Individual Well
- \_\_\_\_\_ Surface Water\* (Dept. of Ecology Water Right Required)
- \_\_\_\_\_ Spring\* (Dept. of Ecology Water Right may be required)

Attach the following documents in order to verify the availability (quantity and quality) of water:

- \_\_\_\_\_ 1. A scaled plot plan, clearly showing water source location;
- \_\_\_\_\_ 2. A well log; or  
A bailer test, air line test or pump test, which was performed for a minimum of one hour, verifying a minimum yield of 800 gallons per day (*this may be indicated on your well log*);
- \_\_\_\_\_ 3. Satisfactory Bacteriological results; (within 1 year)
- \_\_\_\_\_ 4. Satisfactory Nitrate results; (within 3 years)
- \_\_\_\_\_ 5. \*If required, a copy of State Dept. of Ecology Water Right;
- \_\_\_\_\_ 6. Any additional information deemed necessary by the Clallam County Environmental Health Division

**\*\*\*\*\*FOR ENVIRONMENTAL HEALTH USE ONLY\*\*\*\*\***

*The Clallam County Environmental Health Division has reviewed the available information related to water adequacy.  
Based on this information, this office finds that the water available to this parcel meets the guidelines established by the Department of Ecology (1993) for the purpose of implementing the provisions of RCW 19.27.097 and applicable Uniform Plumbing Codes.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Clallam County Public Works Department**

223 East Fourth Street PO Box 863 Port Angeles, WA 98362-0149  
 360- 417-2379 Phone 360-417-2513 Fax

**\$180 FEE** Due With Application

ROAD NO. _____
ROAD NAME _____
PERMIT NO. _____
<b>COUNTY USE ONLY</b>

**CLALLAM COUNTY ROAD APPROACH PERMIT**

In Clallam County, an approved Road Approach is required if your parcel is accessed from a County Road. Building permits will not be finalized until a legal Road Approach is in place and functioning as permitted.

<b>PLEASE PRINT</b>		Building Permit Application Submitted? Yes <input type="checkbox"/> No <input type="checkbox"/>
County Road:	Tax Parcel # :	
Landowner:	Prepared By (Agent):	
Mailing Address:	Address:	
City, State, Zip:	City, State, Zip:	
Phone/Cell Phone/Fax:	Phone/Cell Phone/Fax:	
Short Plat Name & Lot No.:	Contractor's Name/Address/Phone:	

Do you have critical areas on your property? Yes  No  If "No", proceed with this application. If "Yes", or you are not sure, STOP. See the Planning Department for a determination before you proceed.

**ROAD APPROACH PERMISSION IS REQUESTED FOR:**

Check one item below:

- Single-lot driveway
- Multiple-lot driveway
- Commercial driveway
- Agricultural driveway

Check one item below:

- Permanent access
- Temporary access
- Upgrade of existing approach
- Review of existing approach

**WHEN APPROVED:**

Check one item below:

- Mail permit to Landowner & Contractor/Agent
- Call when approved \_\_\_\_\_

**ATTACH AN ACCURATE AND DETAILED SITE PLAN MAP THAT MARKS THE LOCATION OF THE PROPOSED ROAD APPROACH PROJECT. A SITE PLAN FORM IS PROVIDED.**

**THE EXACT LOCATION OF THE DRIVEWAY OR ACCESS ROAD MUST BE MARKED BY A WOOD STAKE PLACED AT THE CENTER OF THE WORK AREA BEFORE SUBMITTING THIS FORM. THE STAKE MUST BE LABELED WITH THE NAME OF THE APPLICANT. FAILURE TO COMPLY WILL RESULT IN DELAY OF THE PROCESSING OF THIS PERMIT.**

It is the responsibility of the applicant to notify all utilities and private property owners when such property is liable to injury or damage through the performance of the permitted work. The applicant shall make all necessary arrangements relative to the protection of such property and/or utilities.

**By signing this permit, the applicant agrees to comply with all conditions as stated on the PERMIT and on Form RDPCOND51500. Applicant has 10 days from permit approval date to request clarification of or modification to permit conditions stated below or attached.**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
 Check one:  Owner  Contractor  Agent

**PERMISSION IS HEREBY**  **GRANTED**  **DENIED**

**Inspections Required:**  \_\_\_\_\_  Prior to Paving  **Final**  
 Prior to Cover

Amount/Date Paid
Receipt #
Rec'd By
Building Permit BPT# _____

**PERMIT CONDITIONS:**

**The approved Permit must be posted on site until Final Inspection POSTING COPY PROVIDED TO:** \_\_\_\_\_

- Underground utility location required prior to start date. "Call Before You Dig" phone number 1-800-424-5555.
- Safety vests required when working on road right of way.
- Traffic control signs are required.
- Must comply with County utility location standards.
- Driveway shall not protrude into County road. Landowner, applicant, contractor or agent shall not damage or leave mud or other debris on a County road.
- No landscaping or decorative electrical utilities permitted in County right of way.
- Private contractor to install. See inspection requirements.
- Compaction in 6-inch lifts required.
- Backfill must be compacted, granular material.
- Driveway shall be built in accordance with County's Road Approach Details.

**Critical Areas Checked**  **Conditions:**

- Certified flag person required at all times.
- Certified flag person required as needed.
- Truck Crossing Ahead signs required.
- No culvert required
- Approach to be paved \_\_\_\_\_
- Culvert required: \_\_\_\_\_ Diameter \_\_\_\_\_ Length with ends tapered at 4:1.  
 Allowable Type(s):  Concrete  Galvanized steel  Aluminum  
 Aluminized  Corrugated poly. with smooth interior
- Culvert shall not impede drainage.
- \_\_\_\_\_

This permit shall be void unless the work herein contemplated is completed before the following date: \_\_\_\_\_

Area Supervisor/Design Review Engineer \_\_\_\_\_ Date \_\_\_\_\_

Final Inspection By: \_\_\_\_\_  
 Date: \_\_\_\_\_

**CLALLAM COUNTY ROAD APPROACH PERMIT  
INSTRUCTIONS AND CONDITIONS FOR APPLICANTS**

Persons desiring to install road approaches onto County property, including County roads, shall first file a "Clallam County Road Approach Permit" with the County Engineer and shall obtain approval prior to beginning work. The work and materials shall conform to the conditions below, the conditions stated on the face of the permit, and shall conform to the requirements on the detail sheet for residential applications or commercial applications, whichever is applicable.

**UPON COMPLETION OF THE WORK, THE APPLICANT SHALL NOTIFY THE COUNTY PUBLIC WORKS DEPARTMENT AT (360) 417-2379 FOR FINAL INSPECTION AND APPROVAL.**

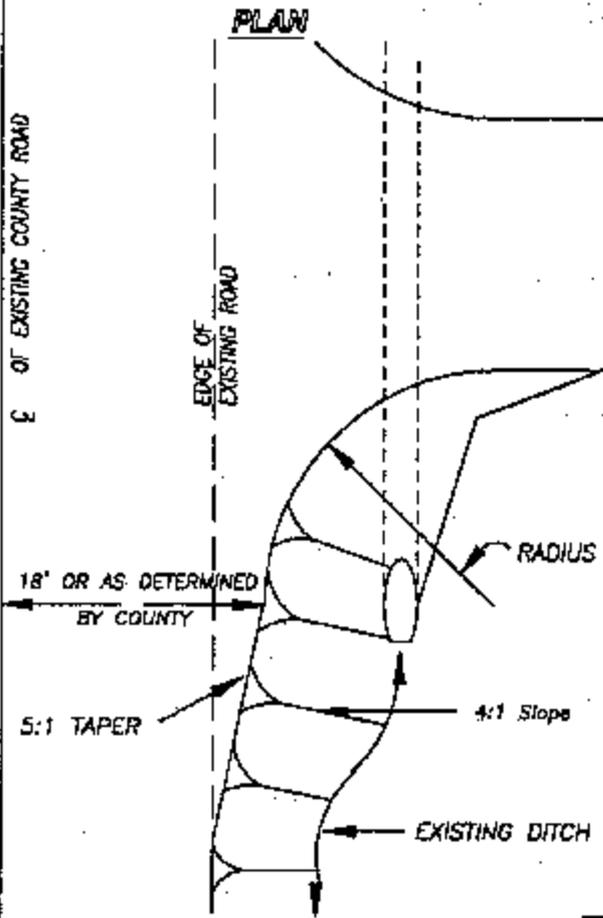
**PERMIT CONDITIONS**

1. The applicant, designated herein as the "grantee", his agents, successors and assigns, shall have the right and, authority to enter upon the right of way of the County road, street, alley, public place or structure as indicated on the front of this form, for the purpose of doing such work as applied for, and approved by the County Engineer.
2. The location, type of work, materials and equipment used, manner of erection or construction, safeguarding of public traffic during work or after doing same, mode of operation and manner of maintenance of project petitioned for, shall be approved by the County Engineer prior to start of work and shall be subject to the inspection of the County Engineer so as to assure proper compliance with the terms of this permit.
3. **The grantee shall commence work within 30 days after the granting of this permit, if the grantee shall have not completed the installation by the date specified on the permit, the rights herein conferred shall cease and terminate unless additional time is requested by the grantee and approved by the county.**
4. The grantee shall leave all roads, streets, alleys, public places, and structures after installation and operation or removal of utility, in as good and safe a condition in all respects as same were in before commencement of work by grantee.
5. In case of any damage to any roads, streets, public places, structures or public property of any kind on account of said work by the grantee, he will at once repair said damage at his own sole cost and expense.
6. The County Engineer, his agents or representatives may do, order, or have done any and all work considered necessary to restore to a safe condition any street, alley, public place or structure which is in a condition dangerous to a life or property resulting from the grantee's facility or its installation as permitted herein, and upon demand the grantee shall pay to the County all costs of such work and material.
7. If at any time the County deems it advisable to widen, grade, regrade, plant, pave, improve, alter or repair any road, street, public place or structure, the grantee upon written notice by the County Engineer, his representatives or agents, will at his own sole cost and expense, raise, lower, change, move or reconstruct such installation to conform to the plans of work contemplated or ordered by the County.
8. If upon written notice by the County Engineer the grantee fails to relocate any portion or all of the project as granted under this permit, the County, its agents or representatives may do any work at the cost and expense of the grantee, and all costs to remove or reconstruct same, shall be born by the grantee.
9. All such changes, reconstruction or relocation by the grantees shall be done in such a manner as will cause the least interference with any of the County's work and shall be subject to the same provisions which control an original installation. The County shall in no wise be held liable for any damage to the grantee by reason of any such work by the County, its agents or representatives, or by the exercise of any rights by the County upon roads, streets, public places or structures in question. The grantee shall have twenty-four (24) hours written notice by the County Engineer or his representatives or agents of any blasting contiguous to the grantee's permit rights in order that he may protect his interests.
10. This grant or privilege shall not be deemed or held to be an exclusive franchise, nor prohibit the County from granting other permits of franchise rights of like or other nature to other public or private entities, nor shall it prevent the County from using any of its roads, street, public places for any and all public use, or affect its jurisdiction over all or any part of them.
11. All the provisions, conditions, regulations and requirements herein contained shall be binding upon the successors and assigns of the grantee and all privileges of the grantee shall inure to such successors and assigns as if they were specifically mentioned.
12. The County Engineer may revoke, annul or terminate this permit if grantee fails to comply with any or all of its provisions, requirements or regulations as herein set forth or through willful or unreasonable neglect, fails to heed or comply with notices given him or if the work herein permitted is not installed or operated and maintained in conformity herewith or at all.
13. The Board of County Commissioners may at any time, change, amend, modify, or terminate any of the conditions herein enumerated so as to conform to any state statute or county regulation pertaining to the public welfare, safety, health, or highway regulations as are, or may hereinafter bet enacted, adopted or amended, etc. The Board may terminate this permit if grantee fails to comply with any such changes.
14. In accepting this permit the grantee agrees to notify and check with all utilities regarding their installations before commencing work, together with private property owners when such property is liable to injury or damage through the performance of such work, and the applicant shall make all necessary arrangements relative to the protection of such property and/or utilities.
15. In accepting this permit the grantee, his agents, successors and assigns, agrees to protect and save harmless the County from all claims, actions or damages of every kind and description which may accrue to or be suffered by any person or persons, corporation or property by reason of the performance of any such work, character of materials used or manner of installation, maintenance and operation or by the improper occupancy of rights of way or public place or public structure, and in case any such suit or action is brought against said County for damages arising out of or by reason of any of the above causes, the grantee, his agents, successors or assigns will upon written notice to him or them or commencement of such action defend the same at his or their sole cost and expense and will fully satisfy any judgment after the said suit or action shall have finally been determined if adversely to the County.

FORM RDPCOND51500

# ROAD APPROACH DETAILS

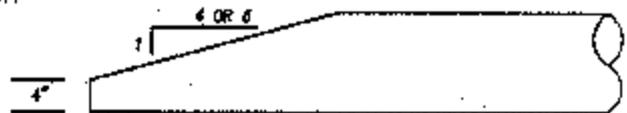
## COMMERCIAL AND RESIDENTIAL APPLICATIONS



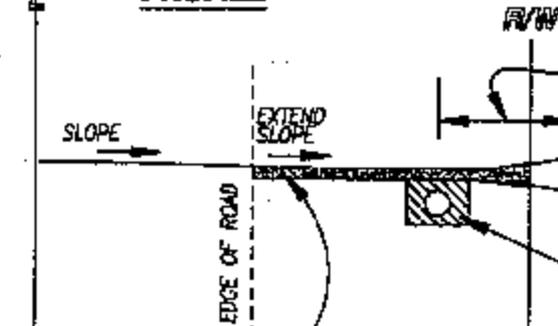
**NOTES:**

- DRIVEWAY MUST LEAD TO AN ADEQUATE TURN AROUND AREA SO VEHICLE CAN TURN AROUND AND EXIT PROPERTY IN A FORWARD MOTION UNLESS APPROVED OTHERWISE.
- ALL SIGHT OBSTRUCTIONS MUST BE PERMANENTLY REMOVED.
- DRIVEWAY WIDTH AT R/W LINE  
= 15' TO 18' FOR SINGLE FAMILY  
= 24' TO 30' FOR COMMERCIAL AND MULTI FAMILY
- SHAPE DRIVEWAY SO THAT WATER DOES NOT RUN ONTO COUNTY ROAD.
- APPROACH SHOULD BE AT A 90 DEGREE ANGLE +/- 15 DEGREES.
- SINGLE FAMILY DRIVEWAYS SHALL HAVE 15' RADIUS OF RETURNS AND TAPERS AT 5:1.
- COMMERCIAL DRIVES WILL HAVE RADIUS OF RETURNS AND TAPERS DETERMINED BY THE ROAD DEPARTMENT.
- SLOPE FROM DRIVE TO DITCH WILL BE DETERMINED BY COUNTY ENGINEER. SLOPE SHALL BE 4 OR 6 HORIZONTAL : 1 VERTICAL.

BEVEL ENDS OF CULVERT AS SHOWN



**PROFILE**



CURVE SHALL NOT EXCEED 3 1/4" HUMP  
NOR 2" DEPRESSION IN A 10' LENGTH.

MAX ASCENDING SLOPE = +10%

MAX DESCENDING SLOPE = -10%

APPROACH SURFACING SHALL CONSIST OF 2" OF CRUSHED SURFACING TOP COURSE AND 6" OF PIT RUN GRAVEL (MULTI FAMILY AND COMMERCIAL APPROACHES SHALL BE TOPPED WITH 1 1/2" OF ASPHALT CONCRETE).\*

CRUSHED GRAVEL TO BE A MINIMUM 6" BELOW AND 12" EACH SIDE OF CULVERT. CULVERTS SHOULD HAVE AT LEAST 12" OF COVER OVER THE TOP OF THE PIPE.\*

\*ALL MATERIALS TO BE THOROUGHLY COMPACTED. THICKNESS GIVEN ARE MINIMUM THICKNESSES.

**FEE: \$30.00**  
Due with application

Clallam County Public Works Department  
223 E 4<sup>th</sup> Street Suite 6, Port Angeles, WA 98362  
360-417-2379 Phone 360-417-2513 Fax

**DRA** \_\_\_\_\_

## STANDARD METHOD DRAINAGE PLAN Drywell Calculation Worksheet

*Please print. Leave no blank lines.*

Tax Parcel Number: \_\_\_\_\_

Agent Information (if applicable):

Landowner: \_\_\_\_\_

Name: \_\_\_\_\_

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

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

City, State, Zip: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Name of nearest (or abutting) County Road: \_\_\_\_\_

DRIVEWAY: \_\_\_\_\_ Not along a County road (access is via a private easement, private road, or State highway)  
\_\_\_\_\_ Submitting permit now for driveway onto County road  
\_\_\_\_\_ Existing driveway onto County road previously authorized  
by Road Approach Permit # \_\_\_\_\_

Block: _____	Lot: _____
Volume: _____	Page: _____
Acreage: _____	Soils: _____

Short Plat Name (if applicable): \_\_\_\_\_

The standard method for installing drywells for stormwater runoff will be used for your current building project(s), based on the calculations below: (Fill in the blanks and check appropriate boxes.)

Square footage of structure's footprint: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_ cubic yards  
(square footage) (Item #8 below) (drywell size)

Building Type:  house/garage  carport  barn  shop/garage  detached garage  other (specify): \_\_\_\_\_

Square footage of structure's footprint: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_ cubic yards  
(square footage) (Item #8 below) (drywell size)

Building Type:  house/garage  carport  barn  shop/garage  detached garage  other (specify): \_\_\_\_\_

I hereby certify the information provided on this sheet is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature of Owner / Agent Date

<b>County Use Only</b>	
Amount:	_____
Date:	_____
Receipt #:	_____
Check #:	_____
Received by:	_____
BPT#:	_____

### Instructions for preparing plot plans

The standard method of drainage control, which utilizes downspout drywells, requires the submittal of a plot plan of your parcel. This is the key item the County needs in order to determine the suitability of your drainage facilities.

The plot plan you submit will be filed for future reference to indicate the degree of the parcel's development. It is important that it accurately shows the parcel and all the development on it. The following items need to be included on the plot plan for us to process your application.

1. **The Plot Plan must be drawn accurately and to scale on a sheet no larger than 11" X 17"**. Crude sketches are not suitable. If you cannot draw it neatly to scale, ask or hire someone else to do it for you.
2. **Show a north arrow and the scale of the drawing.**
3. **Show all features of the property**, including (but not limited to): buildings, driveways, sidewalks, parking areas (indicate whether they are dirt, gravel, or paved), lawns, landscaping, decks, fields, pasture, woods, septic tank and drainfield, etc. Also show all areas which are to remain completely undisturbed. Make sure you differentiate between what is existing and what is proposed. This can be done by drawing the proposed improvements with dotted lines, or by labeling the proposed improvements as such.
4. **Show all significant measurements** (i.e., property line lengths, setbacks, building exterior lengths, driveway width and length, lawn dimensions, etc.).
5. **Show contour lines or slope arrows** showing which direction the property drains. Indicate the steepness of grade, for example, "1 foot fall in 50 feet" or "10-degree slope".
6. **Give the size of all new buildings in square feet.** Show the square footage of roof footprint that drains into each drywell.
7. **Show locations of proposed downspout drywells.**
8. **Show the proposed size of each drywell in cubic yards using the following formula:**

Square feet of building footprint, multiplied by **Factor** (below), equals required cubic yards of drain rock.

**Sequim Area Factor = .0048**  
**Port Angeles Area Factor = .0047**

**Forks Area Factor = .0099**  
**Clallam Bay/Sekiu Area Factor = .0072**