



Development Services Division  
1055 S. Grady Way  
Renton, WA 98057  
(425) 430-7200  
www.rentonwa.gov

# BUILDING PERMIT APPLICATION COMMERCIAL/MULTI-FAMILY APPLICATION

This application must be filled out completely in order to be submitted for review. We will not accept incomplete applications. This application is good for one (1) year from the submittal date. A one-time extension of one (1) year can be requested at a cost of half the plan review fee. Once issued, the permit is good for one (1) year from the issue date. A one-time extension of one (1) year can be requested at a cost of half the permit fee. Please follow our [Electronic File Standards](#) if plan review is required. This application must be a .pdf and included in your submittal.

## FOR OFFICE USE ONLY:

PERMIT NUMBER: \_\_\_\_\_ PROJECT NUMBER: \_\_\_\_\_ LAND USE NUMBER: \_\_\_\_\_

## 1. LOCATION INFORMATION

JOB ADDRESS: \_\_\_\_\_ BLDG/SUITE#: \_\_\_\_\_ PARCEL NO: \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_

\_\_\_\_\_ TENANT NAME: \_\_\_\_\_

## 2. VALUATION

VALUE OF WORK: \_\_\_\_\_ BOEING JOB # (If applicable): \_\_\_\_\_

KING COUNTY ASSESSORS VALUE: \$ \_\_\_\_\_ LENDER? Y/N \_\_\_\_\_

LENDER NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

## 3. OWNER INFORMATION

PROPERTY OWNER NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

## 4. CONTACT INFORMATION

CONTACT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

## 5. CONTRACTOR INFORMATION

DOING WORK AS OWNER/CONTRACTOR? If yes, the owner will need to fill out the [Owner Affidavit Form](#). Include this form with your submittal. Tenants cannot do the work without written permission from the owner.

A LICENSED CONTRACTOR WILL BE DOING THE WORK. Fill out the portion below. (Required):

NAME: \_\_\_\_\_ UBI#: \_\_\_\_\_

STATE OF WASHINGTON CONTRACTOR LICENSE: \_\_\_\_\_ CITY BUSINESS LICENSE: \_\_\_\_\_

## 6. TYPE OF WORK

- Accessory Structure  Addition  Exterior Alteration  Garage  Interior Tenant Improvement  
 Modular  New  Portable  Wireless Facility  Awning  Dock  Retaining Wall  Storage Racking  Storm Vault  Pool  Solar  Other \_\_\_\_\_

**7. LAND INFORMATION**

Lot Size:	Site Coverage %:	# of Stories	Building Height:
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**8. BUILDING INFORMATION**

AUTOMATIC SPRINKLER REQUIRED     YES    NO                      ALARM     YES    NO

QUICK RESPONSE THROUGHOUT     YES    NO                      SMOKE CONTROL     YES    NO    IF YES,

HAZARDOUS MATERIAL                       YES    NO    PLEASE PROVIDE ANALYSIS LETTER

CHANGE OF OCCUPANCY                       YES    NO

BASEMENT     YES    NO

NUMBER OF STORIES                      \_\_\_\_\_

SPECIAL CONDITIONS\*                       YES    NO                      \*IF YES, PLEASE EXPLAIN \_\_\_\_\_

**9. BUILDING INFORMATION FOR PROPOSED WORK- PER IBC**

Location **	Alteration (SF)	New/Added (SF)	Construction Type	Existing Occupancy	Proposed Occupancy	# of Occupants Occupancy Load
Total						

**\*\* Enter location by occupancy type (i.e. B, S-1,A,M, etc.) and by floor or suite number**

**10. EXISTING BUILDING INFORMATION**

Construction Type	Occupancy Group	Square Footage	Code Year

**11. SUPPLEMENTAL INFORMATION**

Is this part of an ongoing Code Enforcement case? If yes, please list code case number: \_\_\_\_\_

Was a Stop Work Order placed onsite?    YES    NO

I certify that the information on this application furnished by me is true and correct and that the applicable requirements of the City of Renton will be met. I understand that this application is valid for one (1) year from the application date. If a permit is not issued during this time period, the application will become void. This application does not constitute a permit to work. Work is not to commence until the building permit is posted on premises where work is to be performed. Certification is hereby rendered that no work is to be done except as described, and that all work shall conform to applicable codes. Work in public rights-of-way and/or utility easements are not authorized under this application. Any work done without the benefit of having a building permit issued is subject to double the permit fee as well as an investigation fee. Fees to be paid at permit intake.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT NAME PRINTED \_\_\_\_\_