



LAND USE PERMIT INSTRUCTION SHEET

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

CALL 811 BEFORE YOU DIG!

PERMIT # _____

- a. SIGN THIS INSTRUCTION SHEET BELOW ☐
- b. LAND USE AND DEVELOPMENT APPLICATION ☐
- c. BUILDING PERMIT APPLICATION: Valuation must be completed, form must be signed & site plan/building specs ☐
- d. SOLID WASTE DISPOSAL PLAN: Site must be circled or written in/form must be signed ☐
- e. PROVIDE PROOF OF LAND OWNERSHIP/OR LEASE AGREEMENT ☐
- f. 911 ADDRESS APPLICATION: Include map with proposed home site clearly marked ☐
- g. IF APPLYING FOR I.H.S. SANITATION: Supply a copy of loan approval ☐
- h. **MONEY ORDER/CASHIER'S CHECK** PAYABLE TO CCT PLANNING

☐ **\$50 FOR MINOR DEVELOPMENTS** ☐ **\$225 FOR SHORELINE /COMMERCIAL DEVELOPMENT**

WAIVER'S ARE IN PLACE FOR FIRE VICTIMS PER COLVILLE TRIBAL RESOLUTION 2020-593

TIMELINE: 7 DAY COMMENT PERIOD FOR MINOR DEVELOPMENTS 14 DAY COMMENT FOR MAJOR DEVELOPMENTS

(SHORELINE, VARIANCE, CONDITIONAL/SPECIAL USE CAN TAKE UP TO 45 DAYS)

**ONCE A SIGNED/NUMBERED COPY OF THE BUILDING PERMIT IS RECEIVED FROM THE PUBLIC WORKS DEPARTMENT
YOUR PROJECT CAN BEGIN, THEN AND ONLY THEN IS THE APPLICATION CONSIDERED COMPLETED**

IT IS THE RESPONSIBILITY OF THE APPLICANT TO SCHEDULE INSPECTIONS

LOIS TREVINO, WATER ADMINISTRATOR 509-634-2430

VAL DRYWATER, BUILDING OFFICIAL 509-631-0716

LEWIS ADOLPH, I.H.S. SANITATION 509-634-2817

BRIAN QUILL, SOLID WASTE ENFORCEMENT OFFICER 509-634-2807

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I HAVE READ THE INFORMATION ABOVE AND UNDERSTAND I NEED AN APPROVED BUILDING PERMIT BEFORE I BEGIN MY PROJECT. BY SIGNING BELOW I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND COMPLETE TO MY KNOWLEDGE. I ALSO ACKNOWLEDGE THAT I WILL NOT BE ALLOWED TO WITHDRAW THIS APPLICATION AND APPLY THROUGH ANOTHER AGENCY.

PRINT NAME: _____ DATE: _____

SIGNATURE: _____