



San Juan County
Community Development & Planning
135 Rhone Street P.O. Box 947 Friday Harbor, WA 98250
(360) 378-2354 (360) 378-2116 Fax (360) 378-3922
www.sanjuanco.com

COMPLETED APPLICATION CHECKLIST

1. Estimated value of structure.
2. Number of Sets required: Site Plans (3 copies/extra is for driveway permit)
Project Plans (Including Floor Plans) (2 sets)
Profile Plans (2 copies)
3. 1 Energy Form – Sign and date form.
4. Mechanical & Plumbing information box filled out if applicable.
5. Driveway & Address Request Forms – **(Regardless if new or existing)**
6. Water & Septic Certificate Numbers – Health Department 378-4474
7. **STORMWATER MANAGEMENT PLAN**
“IMPERVIOUS SURFACES WORKSHEET” – Must be filled out
 - a: ***“OVER 2,000 SQUARE FEET”*** -
 - Submit 3 Sets of your Stormwater Maintenance Plan to SJC CD&P for review with a check for \$245.00, made out to SJC CD&P.
 - Be sure to fill out the “Stormwater Plan Review Application”.
 - b: ***“UNDER 2,000 SQUARE FEET”*** –
 - Sign enclosed Minimum Requirement #2 letter
8. Read Utility Certification on back of application
9. Mark whether or not it is a shoreline lot on front of application, at the bottom
 - a. **If shoreline**, fill out Shoreline Exemption information on back of application
10. Contractor information, including business name, address, phone, license number
11. Be sure applicant or agent signs back of application.

Please call 378-2116 if you have any questions.