



# DEVELOPMENT SERVICES

BUILDING • COMMUNITY RISK REDUCTION • ENGINEERING • PLANNING • PERMIT SERVICES • TRANSPORTATION

## PERMIT & APPLICATION CHANGE FORM

1d

THIS FORM IS PROVIDED TO MAKE ADDITIONS OR CHANGES TO  
INFORMATION ON THE ORIGINAL APPLICATION FORM.

Please check all that apply:  ownership change  contractor change  contact person change  Project name change

- Form D, Development Review Billing Form is required for multi-family, non-residential, grading, right-of-way, land use applications, or other applications which may be billed.

EFFECTIVE DATE OF CHANGE (mm/dd/yyyy): \_\_\_\_\_

PERMIT NUMBER(S)/CASE NUMBER(S): \_\_\_\_\_

### PROPERTY INFORMATION

Current Project/Business/Tenant Name: \_\_\_\_\_

New Project/Business/Tenant Name: \_\_\_\_\_

Site Address: \_\_\_\_\_ Suite No: \_\_\_\_\_

Parcel No(s): \_\_\_\_\_

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

### APPLICANT

Applicant (If different from Contact Person): \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

MyBuildngPermit.com username: \_\_\_\_\_

### PRIMARY CONTACT INFORMATION

*This person is designated by the applicant to receive all communications, correspondence, determinations, and notices required by applicable development regulations.*

Contact Person: \_\_\_\_\_ Company Name \_\_\_\_\_

Relationship to the Applicant \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

### OFFICE USE ONLY

PERMIT NUMBER: \_\_\_\_\_ PLAN NUMBER: \_\_\_\_\_

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

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## ARCHITECT

Architect: \_\_\_\_\_  
Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

## ENGINEER

Engineer: \_\_\_\_\_  
Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

## CONTRACTOR

Contractor Company Name \_\_\_\_\_  
Contact Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_ WA State UBI No: \_\_\_\_\_  
Contractor's L&I License No: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Contractor's City Business License #: \_\_\_\_\_

*State Laws require verification of current Contractor's License — City business license required by Bothell Municipal Code Title 5*

**OWNER IS CONTRACTOR** – I have read RCW18.27.010 relating to definitions of general contractors and specialty contractors and RCW 18.27.110, which prohibits issuing permits without proof of registration, and owner is contractor.

This project is Owner Funded  Funded by a Lender   
(for projects costing more than \$5,000, Interim Construction Loan Lender OR Payment Bond Issuer, if any (BMC 20.02.110.B.2):

Lender Name: \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## ACKNOWLEDGEMENTS

It is the applicant's responsibility to know the code requirements and provide all necessary information required for project review.

The following work can be commenced prior to the issuance of development permits, provided written notice is provided to the city prior to commencing such work:

Work necessary for land use submittals, such as surveys, soil logs, percolation tests, and other related activities, where such activities do not require construction of new roads or significant amounts of excavation. In every case, impacts shall be the minimum necessary and disturbed areas shall be immediately restored.

Applicant understands and by his/her signature to this application agrees to indemnify, defend and hold harmless the City of Bothell, its agents and employees from and against any and all claims, losses or liability, including attorney's fees arising from injury or death to persons or damage to property occasioned by any act, omission or failure of the applicant, his officers, agents and employees, in performing the work authorized by this permit. This paragraph shall not apply to any damage resulting from the sole negligence of the City, its agents and employees. To the extent any of the damages referenced by this paragraph were caused by or resulted from the concurrent negligence of the City, its agents or employees, this obligation to indemnify, defend and hold harmless is valid and enforceable only to the extent of the negligence of the applicant, his officers, agents and employees.

I hereby certify that the information provided on this application is true and correct and that the applicable requirements of the City of Bothell will be met. I certify that I am the owner of the subject property or that I have been given express permission by the owner of the subject property to submit this application for permit. By signing below applicant acknowledges the above statements. I declare under penalty of the perjury laws that the information I have provided on this form and any attachments and/or checklists is true, correct and complete.

Owner  Agent \_\_\_\_\_ Date: \_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

I hereby authorize City representative(s) to inspect my property Monday-Friday between the hours of 8 a.m. and 4 p.m. during this permit application process for purposes of verifying site conditions.