

# City of Poulsbo

Building Department



## COMMERCIAL PLUMBING

Date \_\_\_\_\_ Rec'd by \_\_\_\_\_ Permit # \_\_\_\_\_

Site Address \_\_\_\_\_ Assessor # \_\_\_\_\_

Property Owner \_\_\_\_\_ City \_\_\_\_\_

Address \_\_\_\_\_ State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Tenant \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Contractor \_\_\_\_\_ Contractor's State No \_\_\_\_\_

Expiration Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

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

Valuation \$ \_\_\_\_\_

Detailed Description of Work:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Commercial Plumbing Application and Requirements

1. Completed City of Poulsbo building permit application form.
2. 2 sets of plans.
3. Signed and completed checklist (pg. 2).

All permits are handled as quickly as possible; however, process time is dependent upon completeness and clarity of submitted plan.

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### Plumbing Plans, to include the following items for New Construction:

- Water meter size and elevation.
- Water line size, length, and type (*from meter to building*).
- Locations and types of all fixtures and backflow devices. *Note: All commercial buildings are required to have a Double Check Valve Assembly (DCVA) located within 18" of meter for premises isolation, per Public Works and WAC 246-290.*
- Waste and vent riser diagrams.
- Domestic water riser diagrams.
- Elevation of highest fixture or outlet in relation to water meter elevation.
- Static water pressure available at meter.

### Plumbing Plans, to include the following items for Tenant Improvements:

- Existing water meter size
- List of all existing fixtures on meter. *This is needed to verify that existing meter has the capacity to supply additional fixtures.*
- Waste and vent plumbing riser diagram. *For all fixtures proposed.*
- Domestic water riser diagram. *For all fixtures proposed.*
- Locations and types of all fixtures and water heater(s).
- Available static water pressure at meter.

ALL CONTRACTORS SHALL BE REGISTERED AS REQUIRED BY WASHINGTON STATE LAW. ALL CONTRACTORS MUST HAVE A VALID POULSBO BUSINESS LICENSE. *Note: Can be obtained on [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com) by clicking on clerk's department. **PLANS ARE REQUIRED***

Owner/Agent \_\_\_\_\_

Date: \_\_\_\_\_

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