



RESIDENTIAL BUILDING PERMIT APPLICATION

Community and Economic Development

City of Arlington • 18204 59th Ave NE • Arlington, WA 98223 • Phone (360) 403-3551

The following information is required for Residential: Single Family, Duplex, Townhomes, Additions, and Accessory Structure Building Permit Applications.

Mark each box to designate that the information has been provided. Please submit this checklist as part of the submittal documents.

EACH BUILDING OR STRUCTURE REQUIRES A SEPARATE SUBMITTAL.

Incomplete applications will not be accepted.

SUBMIT ELECTRONIC FILES FOR EACH OF THE FOLLOWING:

REQUIRED DOCUMENTS

- Proof of approved Zoning Verification
- City of Arlington Residential Permit Application
- Site Plan
- Architectural Plans
- Structural Plans
- Structural Calculations
- Project Specification Manuals, *if applicable*
- WSEC Compliance Forms <https://waenergycodes.com/>
- Special Inspection and Testing Agreement, *if applicable*
- Deferred Submittal Request, *if applicable*

1. Plan Review fee is due at time of submittal and remaining balance will be due at time of issuance.
2. The City of Arlington does not review or inspect electrical systems. Contact Labor and Industries at lni.wa.gov or 360-416-3000.

A. DEFERRED SUBMITTALS

If the project requires any of the following, a Deferred Submittal Request MUST be completed. Deferred submittals require separate applications, plans and plan review.

1. Mechanical Plans (if not included in the plan set)
2. Plumbing Plans (if not included in the plan set)
3. Fire Sprinkler

B. SPECIAL INSPECTION AND TESTING AGREEMENT

A Special Inspection Firm is required to perform special inspections for the following type of work.

*The Special Inspection and Testing Agreement MUST be submitted with the Building Application.

- Structural Masonry Spray-Applied Fireproofing Other - Specify: _____

I acknowledge that all items designated as submittal requirements must accompany my Building Permit Application to be considered a complete submittal.

RESIDENTIAL BUILDING

Type of Permit:	<input type="checkbox"/> Single-family	<input type="checkbox"/> Duplex	<input type="checkbox"/> Townhouse	<input type="checkbox"/> Addition/Alteration	<input type="checkbox"/> Accessory Structure
IBC Construction Type: _____			IBC Occupancy Type: _____		
Building Square Footage: _____			Number of Stories: _____		
Square Footage Per Floor: B: _____ 1 st : _____ 2 nd : _____ 3 rd : _____			Garage: _____		
Property Address: _____			Project Valuation: _____		
Lot #: _____ Parcel ID No.: _____			Preferred Contact: <input type="checkbox"/> Owner <input type="checkbox"/> Contractor		
Project Scope of Work: _____					
Owner Name: _____			Home No.: _____		
Email Address: _____			Cell No.: _____		
Mailing Address: _____		City: _____		State: _____ Zip: _____	
Primary Contractor: _____			Office No.: _____		
Email Address: _____			Cell No.: _____		
Mailing Address: _____		City: _____		State: _____ Zip: _____	
L&I Contractor License Number: _____			Expiration Date: _____		

MECHANICAL SYSTEM INFORMATION	<input type="checkbox"/> Not Applicable		
Type of Permit:	<input type="checkbox"/> New Installation	<input type="checkbox"/> Addition/Alteration/Repair	<input type="checkbox"/> Gas Piping
Mechanical Contractor: _____		Office No.: _____	
Email Address: _____		Cell No.: _____	
Mailing Address: _____		City: _____	
		State: _____ Zip: _____	
L&I Contractor License Number: _____		Expiration Date: _____	

- New gas piping requires a pressure test hooking to any appliance
- Sediment traps (drips) are required on all gas lines
- Gas lines are required to be supported/secured every 6 to 8 feet
- Proper Combustion air and venting required for all appliances
- A shut-off valve is required within 6 feet of all appliances

RESIDENTIAL BUILDING

MECHANICAL PERMIT FEES (per unit)				
Type of Fixture	No. of Units	Cost per Unit	Subtotal	Model No.
Additional Plan Review fees	x	\$ 75.00	=	
Air Cond. Unit ≤100Btu/h	x	\$ 15.00	=	
Air Cond. Unit >100Btu/h	x	\$ 25.00	=	
Air Cond. Unit >500Btu/h	x	\$ 50.00	=	
Air Handling Units	x	\$ 15.00	=	
Base Mechanical Fee	1	x	\$ 25.00	= \$ 25.00
Boiler <100Btu/h >3hp	x	\$ 15.00	=	
Boiler >1 million Btu/h<50hp	x	\$ 25.00	=	
Boiler >1.5 million Btu/h<50hp	x	\$ 50.00	=	
Boiler >100Btu/h 3-15hp	x	\$ 15.00	=	
Boiler >500Btu/h 15-30hp	x	\$ 25.00	=	
Diffusers	x	\$ 15.00	=	
Dryer Ducting	x	\$ 15.00	=	
Ductwork (drawings required)	x	\$ 25.00	=	
Evaporative Coolers	x	\$ 15.00	=	
Exhaust/Ventilation Fans	x	\$ 15.00	=	
Fireplace/Insert/Stove	x	\$ 15.00	=	
Forced Air Heat ≤100 Btu/h	x	\$ 15.00	=	
Forced Air Heat >100 Btu/h	x	\$ 25.00	=	
Gas Clothes Dryer	x	\$ 15.00	=	
Gas Fired AC ≤100 Btu/h	x	\$ 15.00	=	
Gas Fired AC >100 Btu/h	x	\$ 25.00	=	
Gas Fired AC > 500 Btu/h	x	\$ 50.00	=	
Gas Piping ≤ 5 units	x	\$ 15.00	=	
Gas Piping > 5 units (plus <5 units)	x	\$ 2.00	=	
Heat Exchangers	x	\$ 15.00	=	
Heat Pump-Condensing Unit	x	\$ 25.00	=	
Hot Water Heat Coils	x	\$ 15.00	=	
Miscellaneous Appliance - regulated by mechanical code, not otherwise specified	x	\$ 15.00	=	
Pkg. Units ≤100btu	x	\$ 25.00	=	
Pkg. Units >100btu	x	\$ 50.00	=	
Range/Cook top-Gas Fired	x	\$ 15.00	=	
Refrigeration Unit ≤100Btu/h	x	\$ 15.00	=	
Refrigeration Unit >100Btu/h	x	\$ 25.00	=	
Refrigeration. Unit >500Btu/h	x	\$ 50.00	=	
Re-inspection fee	x	\$ 75.00	=	
Residential Range Hood	x	\$ 15.00	=	
Unit Heaters ≤ 100 Btu/h	x	\$ 15.00	=	
Unit Heaters >100 Btu/h	x	\$ 25.00	=	
VAV Boxes (Variable Air Volume, part of air conditioning system)	x	\$ 10.00	=	
Wall Heaters - Gas Fired	x	\$ 25.00	=	
Water Heater - Gas Fired	x	\$ 25.00	=	
			Permit Fee	
			Inspection Fee	\$75.00
			Processing/Technology Fee	\$25.00
			Total	

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GAS PIPING INFORMATION	<input type="checkbox"/> Not Applicable
Proposed Piping Material: <input type="checkbox"/> CSST <input type="checkbox"/> Brass <input type="checkbox"/> Galvanized Steel <input type="checkbox"/> Black Steel <input type="checkbox"/> Other _____	
Proposed Piping Size: <input type="checkbox"/> 1/2" <input type="checkbox"/> 5/8" <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2"	
Distance from Meter to furthest Appliance: _____	Total BTU's of all Appliances: _____

PRESSURE PIPING SCHEMATIC

COMPLETE FOR GAS PIPING ONLY – USE A SEPARATE SHEET, IF NECESSARY

<input type="checkbox"/> SCHEMATIC IS TO SCALE	<input type="checkbox"/> SCHEMATIC NOT TO SCALE
Show Pipe Size(s) and Length(s) from meter to all appliances NOTE: Any interior pressure regulators must be indicated	

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PLUMBING SYSTEM INFORMATION		<input type="checkbox"/> Not Applicable
Type of Permit:	<input type="checkbox"/> New Installation	<input type="checkbox"/> Addition/Alteration/Repair
Plumbing Contractor: _____	Office No.: _____	
Email Address: _____	Cell No.: _____	
Mailing Address: _____	City: _____	State: _____ Zip: _____
L&I Contractor License Number: _____	Expiration Date: _____	

- All hose bibs required to be equipped with Atmospheric Vacuum Breakers per ASSE 1019
- All water supplies at 80psi or greater shall have Pressure Reducing Valves (PRV)
- Cross-Connection-Control may be required

Proposed Interior Water Piping Size:	<input type="checkbox"/> 1/2" <input type="checkbox"/> 5/8" <input type="checkbox"/> 3/4" <input type="checkbox"/> 1"
Proposed Interior Piping Material:	<input type="checkbox"/> CPVC <input type="checkbox"/> Brass <input type="checkbox"/> PEX-AL-PEX <input type="checkbox"/> PEX <input type="checkbox"/> Copper <input type="checkbox"/> Galvanized Steel <input type="checkbox"/> Other _____
Proposed Exterior Water Piping Size:	<input type="checkbox"/> 1/2" <input type="checkbox"/> 5/8" <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2"
Proposed Exterior Piping Material:	<input type="checkbox"/> PVC <input type="checkbox"/> Copper <input type="checkbox"/> PEX-AL-PEX <input type="checkbox"/> PEX-AL-PE <input type="checkbox"/> PE <input type="checkbox"/> PEX <input type="checkbox"/> Other
Proposed Drain-Waste-Vent (DWV) Material:	<input type="checkbox"/> Schedule 40 ABS DWV <input type="checkbox"/> Copper <input type="checkbox"/> Galvanized Steel <input type="checkbox"/> Cast Iron <input type="checkbox"/> Schedule 40 PVC DWV <input type="checkbox"/> Brass <input type="checkbox"/> Other: _____
Proposed Drain-Waste-Vent (DWV) Piping Size:	<input type="checkbox"/> 1/2" <input type="checkbox"/> 5/8" <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2" <input type="checkbox"/> 3" <input type="checkbox"/> 4"

PLUMBING PERMIT FEES (per fixture)			
Type of Fixture	No. of Fixtures	Cost per Fixture	Subtotal

Additional Plan Review fees	x	\$ 75.00	=
Alteration/repair piping	x	\$ 15.00	=
Backflow Assembly	x	\$25.00	=
Base Plumbing Fee	1	\$ 25.00	\$25.00
Bath/Shower Combo	x	\$ 15.00	=
Building Main Waste	x	\$ 25.00	=
Clothes Washer	x	\$ 15.00	=
Dishwasher	x	\$ 15.00	=
Floor Drains	x	\$ 15.00	=
Grease Interceptor	x	\$ 75.00	=
Grease Trap	x	\$ 25.00	=
Hose Bibb	x	\$ 15.00	=

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PLUMBING PERMIT FEES (per fixture)			
Icemaker/Refrigerator	x	\$ 15.00	=
Irrigation - per meter	x	\$ 25.00	=
Kitchen Sink & Disposal	x	\$ 15.00	=
Laundry Tray	x	\$ 15.00	=
Lavatory	x	\$ 15.00	=
Miscellaneous - regulated by plumbing code, not otherwise specified	x	\$ 15.00	=
Re-inspection Fee	x	\$ 75.00	=
Roof Drains	x	\$ 15.00	=
Shower (only)	x	\$ 15.00	=
Sink (bar, service, etc.)	x	\$ 15.00	=
Toilets	x	\$ 15.00	=
Urinal	x	\$ 15.00	=
Vacuum Breakers	x	\$ 25.00	=
Water Heater MODEL NO.:	x	\$ 25.00	=
Water Heater - Tankless MODEL NO.:	x	\$ 25.00	=
		Permit Fee	
		Inspection Fee	\$75.00
		Processing/Technology Fee	\$25.00
		Total	

I hereby certify that I am the Owner Architect Engineer Contractor and authorized to sign this application and that the above information is correct and construction on, and the occupancy and the use of the above-described property will be in accordance with the laws, rules and regulation of the State of Washington, and the City of Arlington.

Signature

Print Name

Date



Are Fire Sprinklers Required for My Project?

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On November 17, 2025, [Ordinance No. 2025-020](#) was approved by City Council amending AMC Title 15 pertaining to Fire Sprinkler Systems which went into effect on November 26, 2025. Please see the checklist below to determine if your project will require Fire Sprinklers.

If your project meets any of the following criteria, a Fire Sprinkler System shall be required in:

Commercial Projects:

An area separation wall or fire wall, or occupancy separation or fire barrier wall, or a distance of 10 feet or less shall be constitute separation between two commercial structures on the same property

Non-Habitable structure where the building area is 3,000 square feet or more. (Example could be a bus shelter, covered walkway, etc.) *Please see exceptions below.

Structures where the calculated fire flow demand exceeds available flow.

Buildings with an A-2 occupancy where one or more of the following exists;

- 1.) An Occupant load greater than 100 or
- 2.) An A-2 fire area is located on a floor other than the level of exit discharge.

A Building with an assembly occupancy where the total occupant load of the building over 200.

Existing commercial buildings where one of the following applies; 1.) Additions resulting in gross area greater than 3,000 square feet, or 2.) May be required if a building undergoes a change of use or occupancy. Refer to the International Fire Code section 102.3.

Residential Projects:

New one- and two-family dwellings as described in the International Residential Code. *Please see exceptions below.

Existing one- and two-family dwelling units with an addition to an existing dwelling resulting in gross floor greater than 3,600 gross square feet.

Existing one- and two-family dwelling units with an addition to a dwelling unit resulting in 100% or greater in gross floor area.

Existing one- and two-family dwelling units if the dwelling is expanded or altered and the access roadway exceeds 150 feet to all portions of the building.

Existing one- and two-family dwelling units with an addition that is in a low flow area that exceeds the available and required fire flow.

Existing one- and two-family dwelling units when the grade of the access roadway (on or off site) is greater than 10%.

Existing one- and two-family dwelling units when the access roadway surface is not an all-weather surface (concrete or asphalt).

Existing one- and two-family dwelling units when the distance of the dwelling unit to the nearest hydrant is greater than 300ft.

Existing one- and two-family dwelling units when the total construction costs on all building permits within a three-year period exceeds the Snohomish County assessed value of the structure at the beginning of a three-year period

Existing one- and two-family dwelling units when a non-conforming structure that has been destroyed, damaged or incurred a loss greater than 50% of its Snohomish County assessed value.

ADUs when attached to or within an existing single-family home both the ADU and existing single-family home shall be sprinklered. *Please see exceptions below.

All one- and two-family dwelling units that will be licensed as an adult family home.

Or, where required elsewhere by the Arlington Fire Code or the International Building Code.

Exceptions:

- Fire Sprinklers are allowed to be omitted under non-habitable roof structures when all of the following conditions exist:
 - I. Roof Structures are stand- alone, detached, and built with noncombustible building materials.
 - II. Used to provide weather protection for people.
 - III. Are open on greater than 50% of the perimeter sides to allow ventilation of heat and smoke.
 - IV. Are not intended to store combustibles or have combustible materials contained beneath the roof line. The roof structure shall not extend over any transit vehicle or curb.
 - V. When no other code or applicable standard requires fire sprinklers.
- Mobile homes or manufactured homes are not required to install a Fire Sprinkler System.
- When the ADU and existing single-family home are separated in accordance with the International Residential Code, Fire Sprinklers will not be required. Refer to the International Residential Code Section R302.3.