



Permit Center
 210 Lottie Street
 Bellingham, WA 98225
 phone: 360-778-8300
 fax: 360-778-8301
 www.cob.org

Commercial Electrical Permit Application

- Applications may be submitted by mail, but must be picked up and signed for in person.
- Applicant must be the person doing the electrical work (licensed electrician, property owner or tenant with written authorization from owner)

Office Use Only
Date Received: _____
Permit Numbers: _____

Project Address	Parcel Number
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Electrical Contractor	<input type="checkbox"/> Applicant
Company: _____	
Applicant Name: _____	
Address: _____	
City/State/Zip: _____	
Phone: _____ Fax: _____	
Email: _____	
State License #: _____ Exp: _____	
Bellingham Business Reg. #: _____	

Project Description	In addition, check all work you are performing under this permit:
	<input type="checkbox"/> Service
	<input type="checkbox"/> Lighting
	<input type="checkbox"/> Fire Alarm
	<input type="checkbox"/> LV Data/Phone
	<input type="checkbox"/> LV HVAC Controls
	<input type="checkbox"/> Install/move devices
	<input type="checkbox"/> New circuits

Valuation of Work
\$ _____

Submittal Requirements
<input type="checkbox"/> Two sets of electrical plans and related drawings
- Site plan showing meter & service location
- Floor plan(s) showing work to be completed
- One line/riser diagrams
<input type="checkbox"/> Load Calculations
<input type="checkbox"/> Panel Schedule
<input type="checkbox"/> NREC Lighting Summary for projects involving new or replaced lighting (except residential units)
<input type="checkbox"/> Plan Review Checklist (Level 2 & 3 only)

Electrical Design Contact Person
Name: _____
Phone: _____ Fax: _____
Email: _____

Property Owner	<input type="checkbox"/> Applicant
Name: _____	
Address: _____	
City/State/Zip: _____	
Phone: _____ Fax: _____	

Permit Fees	
\$25.00 Base Fee + fees based on value of work:	
<u>Value of Work</u> <u>Permit Fee</u>	
Up to \$1,000	\$80
\$1,001 to \$5,000	\$80 plus 4.0% of amount over \$1,000
\$5,001 to \$10,000	\$240 plus 3% of amount over \$5,000
\$10,001 to \$25,000	\$390 plus 1.5% of amount over \$10,000
\$25,001 to \$50,000	\$615 plus 1% of amount over \$25,000
\$50,001 to \$250,000	\$865 plus .50% of amount over \$50,000
\$250,001+	\$1,865 plus .20% of amount over \$250,000
Plan review fee (35% of Permit fee)	

Tenant	<input type="checkbox"/> Applicant
Name: _____	
Address: _____	
City/State/Zip: _____	
Phone: _____ Fax: _____	
Email: _____	

Staff Acceptance	
<input type="checkbox"/> Approved as submitted	_____
<input type="checkbox"/> Accepted, inspector review required	Date
<input type="checkbox"/> Not accepted, see comments	_____
Inspector plan review:	
<input type="checkbox"/> Approved <input type="checkbox"/> Outside plan review required	Staff Initials

I am the owner of the property described above or am authorized by the owner to sign and submit this application. I certify under penalty of perjury of the laws of the State of Washington that the information on this application and all information submitted herewith is true, complete and correct. I also acknowledge that by signing the application I am the responsible party to receive all correspondence from the City regarding this project including, but not limited to, expiration notifications. If I, at any point during the review or inspection process, am no longer the Applicant for this project, it is my responsibility to update this information with the City in writing in a timely manner.

Signature by Owner/Applicant/Agent
 City and State where this application is signed _____

Date

Inspection and other fees:

Inspections are included in the cost of a permit, however additional fees are required for inspections outside the City's normal work schedule and for re-inspections (see below for more information).

1. Inspections performed outside the City's normal work schedule. (Two hour minimum charge)	\$107.00/hr
2. Reinspection as a result of work not being ready, or only partially ready, access not provided, or repeated inspections for same work due to neglect, carelessness or improper correction or installation. (One hour minimum charge)	\$107.00/hr
3. Reinspections required due to work being covered or concealed before inspection. (One hour minimum charge)	\$107.00/hr
4. Owner or contractor requested inspections on existing installations. (One-half hour minimum charge)	\$107.00/hr
5. Inspections for which no fee is specifically indicated. (One-half hour minimum charge)	\$107.00/hr
6. Plan review fees (\$50.00 minimum charge)	35% of electrical permit fee