

## Quick Response Permits

### Criteria

*Prerequisite:* All land use enablement approvals must be completed prior to application submittal.

#### Qualifying Scope of Work

##### Residential

- Interior alterations
- Structural repairs limited to replacement of damaged or deficient materials
- Additions up to 500/sf, open decks
- Detached accessory buildings up to 800/sf
- Foundation under existing home

##### **Limitations**

- Impervious surface increased by more than 2000/sf
- Land disturbance greater than 5000/sf
- Work requires additional land use approval
- Property is located in Lake Whatcom watershed
- Code compliance investigation

#### Qualifying Scope of Work

##### Commercial

- Interior tenant improvements
- Signs; wall coverings; displays and fixtures

##### **Limitations**

- Work increases size of building or space
- Changes to structural components or the exterior of the building or space
- Alter existing exits or fire-rated building elements
- Uses with hazardous or combustible materials, food service or medical gas on site
- Work requires additional land use approval
- No established occupancy for space
- Code compliance investigation

##### **Associated Commercial Permits**

Mechanical, electrical, and plumbing systems associated with a commercial QRP are subject to certain limitations. If limitations are exceeded, the permit will not fall within the qualifying scope of work. These limitations may include relocation, alteration, or increase to existing systems.

*Review Cycle Time = 7 Calendar Days*

## Standard Permits

### Criteria

*Prerequisite:* All land use enablement approvals must be completed prior to application submittal.

#### Qualifying Scope of Work

##### Residential

- Project is reviewed under International Residential Code
- All fire construction permits

##### Commercial

- One building on an existing platted lot
- Alterations and/or tenant improvements of multiple spaces
- Changes in use of the building or space
- Site improvements
- All fire construction permits

##### **Residential and Commercial Limitations**

- Work creates more than 5000/sf of new or replaced impervious surface
- Work requires disturbance of more than 1 acre of land
- Project requires utility improvements
- Value of work exceeds 50% of value of existing improvements
- Project exceeds Standard Permit review criteria

Permit processing and review cycle time for Quick Response and Standard Permits will be managed by an assigned Plans Examiner or Planner.

*Review Cycle Time = 28 Calendar Days*

## Major Project Permits

### Criteria

Land use enablement approvals have not been completed.

#### Qualifying Scope of Work

Building permit applications for any construction project when the nature, size, scale, complexity, or occupancy does not meet established criteria for processing and review as "Quick Response Permits" or "Standard Permits" will be processed, managed, reviewed, and issued as Major Development Project Permits.

- As determined by the Building Official, Planning Director, or Assistant Planning Director, or authorized designee
- When requested by the permit applicant.

Paid pre-application meetings will typically be required for a Major Development Project Permit. Project processing, review, management and approval will be determined by a team assigned to each project. Team assignment will occur prior to the pre-application meeting. The assigned Major Project Team will be responsible for all phases of permit application submittal, reviews, communication, correction and approval of plans and permit issuance.

Permit processing for Major Project Permits will be managed by a Project Manager assigned to each Major Project Team.

*Review Cycle Time = TBD subject to Pre-Application Meeting*