

**CITY OF GIG HARBOR  
ORDINANCE NO. 704**

**AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, AMENDING SECTION 15.06.050 OF THE GIG HARBOR MUNICIPAL CODE, INCLUDING AMENDMENTS TO SECTION 106.3 OF THE 1994 EDITION TO THE UNIFORM BUILDING CODE, ESTABLISHING A NEW SECTION 15.06.015 EXCLUDING BUILDING AND OTHER PERMITS EXEMPT FROM SEPA REVIEW FROM PROJECT PERMIT PROCESSING IN TITLE 19 AS DESCRIBED IN RCW 36.70B.140 AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Washington State Legislature has in RCW 36.70B.140 allowed each City to exclude Building Permits from review; and,

**WHEREAS**, the State also adopted requirements for a fully completed Building Permit Application in RCW 19.27.095; and

**WHEREAS**, Title 15 of the Gig Harbor Municipal Code must be amended to reflect the adoption of requirements for a fully complete Building Permit Application; and,

**WHEREAS**, Title 15 of the Gig Harbor Municipal Code must be amended to exclude Building and Other Permits from project permit processing; and

**WHEREAS**, the Gig Harbor City Council finds that to exclude Building and Other Permits from project permit processing and to adopt requirements for a fully complete Building Permit Application is in the public interest.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ORDAINS AS FOLLOWS:**

Section 1. Section 15.06.050 of the Gig Harbor Municipal Code is hereby amended.

**15.06.050 Amendment to Section 106.3.1, Uniform Building Code.** Section 106.3.1 of the Uniform Building Code is amended as follows:

**106.3.1 Application.**

- A. A valid and fully complete building permit application for a structure, that is permitted under the zoning or other land used control ordinances in effect on the date of the application shall be considered under Title 15 of the Gig Harbor Municipal Code in effect at the time of application, and the zoning or other land use control ordinances in effect on the date of application. To obtain a permit, the applicant shall first file an application therefor in writing

on a form furnished by the City. Every such application for any project costing more than five thousand (\$5,000.00) dollars shall:

1. Identify and describe the work to be covered by the permit for which application is made;
2. Describe the land on which the proposed work is to be done by legal description, street address, tax parcel number or similar description that will readily identify and definitely locate the proposed building or work;
3. Indicate the use or occupancy for which the proposed work is intended;
4. Be accompanied by plans, diagrams, computations and specifications and other data as required in Section 106.3.2;
5. State the valuation of any new building or structure or any addition, remodeling or alteration to an existing building;
6. Be signed by the applicant, or the applicant's authorized agent;
7. The property owner's name, address and phone number;
8. The prime contractor's business name, address, phone number, current state contractor registration number;
9. Either:
  - a. the name, address and phone number of the office of the lender administering the interim construction financing, if any, or
  - b. the name and address of the firm that has issued a payment bond, if any, on behalf of the prime contractor for the protection of the owner, if the bond is for an amount not less than 50% of the total amount of the construction project.
10. Any information required to demonstrate compliance with the State Environmental Policy Act, as adopted by the City under Title 18 GHMC.
11. Evidence of an adequate water supply for the intended use of the structure or building, as required by RCW 19.27.097.

- B. The information required on the application by subsections A(1), A(2), A(7), A(8), and A(9) of this section shall be set forth on the building permit document which is issued to the owner, and on the inspection record card which shall be posted at the construction site.
- C. The information required by subsection A(1), A(2), A(7), A(8), and A(9) of this section and information supplied by the applicant after the permit is issued under subsection (D) of this section shall be kept on record in the office where building permits are issued and made available to any person upon request. If a copy is requested, a reasonable charge may be made.
- D. If any of the information required by subsection A(9) of this section is not available at the time the application is submitted, the applicant shall so state and the application shall be processed forthwith and the permit issued as if the information had been supplied, and the lack of the information shall not cause the application to be deemed complete for the purposes of vesting. However, the applicant shall provide the remaining information as soon as the applicant can reasonably obtain such information.

Section 2. A new Section 15.06.015 of the Gig Harbor Municipal Code is hereby adopted to read as follows:

**15.06.015 Building Permits And Other Permits Exempt from SEPA are Excluded from Project Permit Processing in Title 19.** Pursuant to RCW 36.70B.140(2), building permits, other construction permits or similar administrative approvals which are categorically exempt from environmental review under the State Environmental Policy Act (chapter 43.21C RCW) and Title 18 Gig Harbor Municipal Code (SEPA), or permits/approvals for which environmental review has been completed in connection with other project permits under Title 19, are excluded from the following procedures:

- A. determination of completeness (19.02.003 (A));
- B. notice of application (19.02.004);
- C. except as provided above, optional consolidated project permit review processing (19.02.002(B));
- D. joint public hearings (19.01.004);
- E. single report stating all the decisions and recommendations made as of the date of the report that do not require an open record hearing (19.02.002(C));
- F. notice of decision (19.05.008); and

- G. completion of project review within applicable time periods (including 120 day permit processing time) (19.05.008, 19.05.009).

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Publication. This ordinance shall be published in the official newspaper of the city, and shall take effect and be in full force five (5) days after the date of its publication.

APPROVED:

Gretchen A. Wilbert, Mayor

ATTEST/AUTHENTICATED:

Mark E. Hoppen, City Administrator

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY:

BY \_\_\_\_\_

FILED WITH THE CITY CLERK: 1/8/96  
PASSED BY THE CITY COUNCIL: 1/22/96  
PUBLISHED: 1/31/96  
EFFECTIVE DATE: 2/5/96  
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**SUMMARY OF ORDINANCE NO. 704**

of the City of Gig Harbor, Washington

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The full text of this Ordinance will be mailed upon request.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 1996.

CITY ADMINISTRATOR, MARK HOPPEN