



**INFRASTRUCTURE PERMIT APPLICATION**  
**Liberty Lake Community Development Department**  
 22710 E Country Vista Drive, Liberty Lake, WA 99019  
 Phone: (509) 755-6704  
 Website: [www.libertylakewa.gov](http://www.libertylakewa.gov)  
 Email: [permitcenter@libertylakewa.gov](mailto:permitcenter@libertylakewa.gov)

**Along with this application please provide electronic files of the following:**

- Complete plan sets (per City of Liberty Lake Engineering Specs, Section 2.2) with supporting documentation.
- Submittals for subdivision infrastructure must include street plans, sidewalk & pedestrian pathways, stormwater report with geotechnical site characterization report, water and sewer utilities, streetlights (where applicable), dry utility corridors, retaining walls, and street trees.
- Construction Schedule once available

**Please submit applicable plans for your project directly to the Water and Sewer Purveyors as well as to Spokane Valley Fire Department. The City will provide your plans to Avista as applicable and provide you with any comments that need to be addressed.**

**All businesses which perform work in the City must have a current Business License. If the business is located outside of the City, the license must also have a City of Liberty Lake Endorsement.**

**INDICATE THE APPLICANT WITH A CHECK MARK**

<b>Property Owner's Name:</b>	
Email:	Phone:
Address:	City, State, Zip:
<b>Contractor's Business &amp; Owner's Name:</b>	
Email:	Phone:
Address:	City, State, Zip:
WA State Contractor License:	Contractor UBI Number:
<b>Engineer of Record's Name:</b>	
Email:	Phone:
Address:	City, State, Zip:
License Number:	
<b>Construction Financing Lender or Bond Firm's Name (if applicable):</b>	
Email:	Phone:
Address:	City, State, Zip:
<b>Project Coordinator's Information:</b>	
Name:	Title:
Email:	Phone:
Address:	City, State, Zip:

<b>Site Specific Information</b>	
Project Address(es):	
Name of Subdivision:	
General Location:	
Assessor's Tax Parcel(s):	
Project Description: (please describe in detail the scope of work)	
Will any retaining walls be constructed?	Yes    No

If yes, are there any greater than 4 feet in height?		Yes	No
*Retaining walls greater than 4 feet in height require engineered drawings and additional building permit prior to construction.			
Will you be moving more than 100 cubic yards of dirt?		Yes	No
* If yes, please provide topo (showing existing and proposed contours), stormwater management provisions, and erosion & sediment control plans along with your submittal per City of Liberty Lake Development Standards, Section §10 – 3F – 3D.			
Are there slopes greater than 30% on the property (30 ft. rise in 100 ft.)?		Yes	No _____%
Are there existing structures on the property?		Yes	No
What is the current property size?		_____ acres	_____ sq ft
What is the parcel's existing amount of impervious surface?		_____ sq ft	
What will the parcel's total amount of impervious surface be?		_____ sq ft	
Is the property within 250 feet of a shoreline?		Yes	No
Is the property within a 100-year flood plain?		Yes	No
Are there wetlands within 200 feet?	Yes	No	Is there evidence of fill or excavation?
			Yes
			No
Special Inspections Required? (If Yes, provide the Statement of Special Inspections form)		Yes	No

The permit becomes null and void if work or construction authorized by the permit is not commenced within 180 days of issuance or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced unless an extension is granted. Issuance of this permit does not give the authority to violate any federal, state, or local laws or ordinances, or the building code regulating construction. Separate permits (building, plumbing, mechanical, sewer, water connection, electrical, etc.) may be required for work performed on this site. Additional permits / plans may be required prior to Certificate of Occupancy issuance. Contact SRCAA at 509-477-4727 and / or visit [www.spokanecleanair.org](http://www.spokanecleanair.org) to ensure compliance with air quality regulations. The applicant shall be responsible for obtaining additional permits / approvals from affected agencies.

Signing this application is acknowledgement of agreement to pay fees based upon the City's latest approved Fee Schedule. Invoices will be sent 30 days, 60 days, and 90 days after the permit is ready for issuance, unless otherwise stated. Any balance on the account for this project that is not paid within 90 days of the invoice date may result in legal action or the initiation of other collection procedures. Land use permits, infrastructure permits, and other Zoning, Land Use & Subdivision applications will require the associated fees to be paid up front.

Required Signature
By signing below (with either electronic or physical signature), I acknowledge that as the applicant I am the property owner or have full permission and authority to represent the property owner in this project and carry out the work specified on the permit. Additionally, I certify that my signature included on this application, if done electronically, provides the same understanding and authority as if I had signed the application in person or in writing. I acknowledge that a minimum of 24 hrs. notice is required for all inspection requests. I give permission for use of my electronic signature on the permit, and I acknowledge, understand, and agree to the requirements and terms described on this application.

<b>Applicant's Signature</b>	<b>Printed Name</b>	<b>Date</b>
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