



Community Development Department

1321 S Market Blvd. Chehalis, WA 98532

(360) 345-2229 / Fax: (360) 345-1039

www.ci.chehalis.wa.us email: comdev@ci.chehalis.wa.us

Building Permit Checklist

All permits require:

- An application Cover sheet form filled out in full
- Any attachment application forms that apply to your project
- Fees to be paid at time of submittal

New Buildings require, in addition to the above:

- 2 complete sets of construction plans on any size paper
- 1 complete set of construction plans in a reproducible format- electronic, or no larger than 11x17 paper
- A site plan that shows the entire parcel and includes at a minimum the following:
 1. drawn to scale
 2. any proposed new structures
 3. any existing structures
 4. any proposed or existing water and/or sewer lines
 5. access driveway or easement road, existing and proposed
 6. any proposed or existing easements that affect the property
 7. show roads and sidewalks and all parking areas
 8. North directional arrow
- Energy Code Checklist
- Truss spec's
- Fees
- Utilities: a separate application form is required for new water/sewer connections. Fees must be paid in full before building permit can be issued.

Existing Buildings; Additions, Remodels, require:

- Completed Cover application form and attachments
- Detailed construction plans drawn to scale
- Fees
- If the proposal is for an addition, a site plan is required (see above)