

Frequently Asked Questions

[I want to build a house. Where do I start?](#)

- Login to the County's interactive web maps at: <https://islandcountygis.maps.arcgis.com/home/index.html> Use the right arrow to locate and select the Critical Areas Interactive Map. Type in your address, including City in the bar at the top left of the screen. This will take you to the approximate location of your property. Locate any potential critical areas on or within the vicinity of your parcel. If there are critical areas we will be able to tell you, based on the information provided for your proposal, if you will be required to apply for any land use permits prior to being able to submit for your building permit application.
- Work with a septic designer to obtain a septic permit approved by the Health Dept. or provide a copy of your as-built if one is already on file with the Health Dept.
- Obtain an approved Water Availability Verification Form (WAV) signed off by Island County Health Dept. *NOTE: owners of lots served by a community well may have been told water is available however this is not "water availability". The WAV is to be taken to the "water purveyor" for signature, and then submitted to the Health Department for their approval.*
- Obtain or provide an approved access permit for lots directly accessing onto a County Road and/or for private roads accessing onto a County road.

[Building Permit Documents required for submittal](#)

- Master Building Permit Application - filled out in INK
- One and Two Family Dwelling & Attached Accessory Structures Permit
- Two (2) sets of structural plans (see checklist), wet stamped if applicable
- Two (2) sets of engineering with original wet stamp
- Plot Plan drawn to engineering scale. At least 1 copy should be no larger than 11 x 17. Plot plan samples are available.
- Copy of approved septic permit or as-built
- Copy of approved Water Availability Verification Form.
- Copy of approved Access permit.

A plan check fee will be required to submit the building permit. There will be a balance of fees due at time of permit issuance.

[I want to build a detached garage/shop \(stick or pole construction\). Where do I start?](#)

- Contact the Planning and Community Development Department to request a "Parcel Information Report" which will inform you of any potential critical areas located on or within the vicinity of your parcel. If there are critical areas we will be able to tell you, based on the information provided for your proposal, if you will be required to apply for any land use permits prior to being able to submit your building permit application
- If your project will have a bathroom or any other plumbing you may need to have Health Department approval.

[Building Permit Documents required for submittal](#)

- Master Building Permit Application - filled out in INK
- Detached Structures less than 3000 sq ft Accessory to Residential Application.