



B206 – SUBMITTAL CHECKLIST AND REQUIREMENTS DOCK

A permit is required if you are building a new dock and/or adding to or rebuilding an existing dock. If you need to demolish an existing dock without prior building permit approval, you must obtain a separate demolition permit and pay the applicable fee.

This submittal checklist is intended to assist you in preparing and submitting a complete application.

Before you Apply for Your Project

- A Shoreline Permit is required for new docks and a Shoreline Exemption is required for repair or replacement. Check with Department of Planning and Community Development staff to determine any specific requirements related to working on the shoreline.

Section 1 - Submittal Requirements

Use the column to the left to check off items included with your application.

| ✓ | Form # | Required Submittal Items |
|---|-------------|---|
| | B101 | 1. Building Permit Application - 1 original |
| | | 2. Electronic copy of ALL submittal Items in PDF format on CD or Flash Drive. |
| | | 3. Shoreline Permit or Shoreline Exemption approval letter with conditions - 1 copy |
| | | 4. Site plan - 2 copies |
| | | 5. Construction plans - 2 sets. Minimum Size 11" X 17", Max Size 24" X 36"(1 set to carry design professional's original stamp and signature if prepared by a licensed professional). |
| | | 6. Engineered plans and calculations, if applicable - 2 sets. Minimum Size 11" X 17", Max Size 24" X 36" (1 set to carry the engineer's original stamp and signature). |

Section 2 – Other Requirements (as applicable)

- A planning inspection for compliance with all Shoreline Permit Conditions is required prior to the Final inspection by the Building Division
- Prior to Final Inspection, a qualified pile installer shall provide the Building Division with a copy of the pile logs indicating method of installation and depth of each pile that was driven.
- Special inspection by a third-party special inspector is required for "Field Welding" (if applicable).

Fees are due at the time of submittal. Accepted forms of payment:

- Cash
- Check/Cashier's Check - Make checks payable to City of Bainbridge Island (COBI)
- Credit Cards: Discover, Visa, or MasterCard. A convenience fee will be assessed to each credit/debit card transaction.