

If you have any questions,  
please feel free to give us a call.  
(509) 773-3706 or (800) 583-8078

Or come by the office at:  
Court House Annex  
228 W Main St., Goldendale, WA

Office Hours:  
Monday-Friday 8am – 5pm

[www.klickitatcounty.org](http://www.klickitatcounty.org)

Klickitat County Planning Dept.  
228 W Main St., MS-CH-17  
Goldendale, WA 98620  
509-773-5703 or 800-765-7239

Klickitat County Road Dept.  
228 W Main St., MS-CH-19  
Goldendale, WA 98620  
509-773-4616 or 800-583-8074

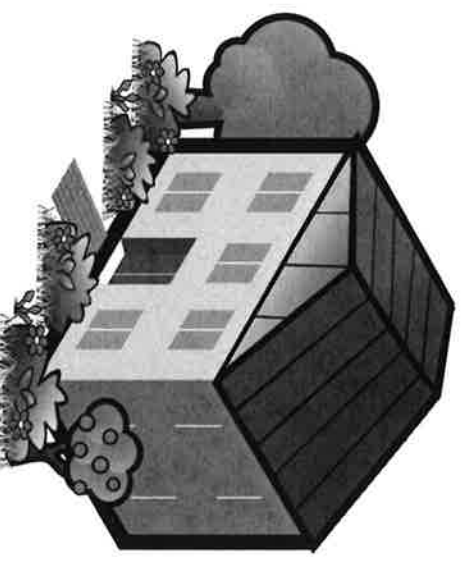
Klickitat County Health Dept.  
228 W Main St., MS-CH-14  
Goldendale, WA 98620  
509-773-4565 or 888-291-3521

Electrical Inspector/Permits  
State of Washington  
Department of Labor & Industries  
312 SE Stonemill Dr., Ste. 120  
Vancouver, WA 98684  
360-896-2300

Klickitat County PUD  
1313 S Columbus St.  
Goldendale, WA 98620  
509-773-5891 or 800-548-8357

If your property is located in the National Scenic Area, the Columbia River Gorge Commission requires you to comply with all National Scenic Area regulations. They can be contacted at 509-493-3323

## Klickitat County BUILDING DEPARTMENT INFORMATIONAL BROCHURE



This brochure is to provide information on the permitting process in Klickitat County. Listed on the back of this brochure is a list of Departments that may be involved in your permit.

This brochure is just an outline of what you need to know. For your particular project, please contact the Building Department.

**1. How do I apply for a permit?**

Provide the required information on the forms you receive from the Building Department. One set of building plans is also required, unless copy written, then two sets are required.



**2. What information do I provide?**

Building Permit Application – A complete and legible application is required. The more information you provide at the start, the fewer delays there will be in processing your application.

Plot Plan – This form has two parts, the upper grid where you draw a map so that the Building Inspector can find your project location and the lower grid to show us where the building is located on your property. Be sure to provide the necessary distances, ie: from property lines, other structures, sewer systems, well, etc., on all four sides of the structure(s) being permitted.

Plans: A complete set of plans is required. Be sure to include:

- 1) Foundation Plan
- 2) Floor Plan
- 3) Cross Section View
- 4) Elevations, (if needed)

The Residential handout will give you a more complete detail of what drawings are required.

Energy Code Form: This is required only if the structure that you are building is to be heated.

Any of these forms can be obtained at the Klickitat County Building Department office in Goldendale or on the County's website or we would be happy to mail or email you a packet of information for your particular project.



**3. Will I need other permits, too?**

If your project involves electrical work, or sewer/water improvements, please ask about your specific project needs. Also see the list of contacts provided on the back of this brochure.



**4. How long will it take?**

It will take approximately 3-4 weeks to process your permit application. The time of the year and other factors can sometimes cause the process to vary somewhat. The best thing you can do to speed things along is to provide detailed, legible information when you first apply.



**5. Do I need an engineer?**

Not necessarily, but buildings of unusual size, shape, materials, or other features may require engineering.

In this case, your plans will need a Washington State Engineer Seal stamped on them.



**6. When do I pay for my permit?**

An initial plan review fee is required at the time you submit your application. Please contact the Building Department for an estimate of fees. As soon as we receive approvals from the Planning Department, Health Department and/or Road Department and your plans have been reviewed, we will send you a final bill for the remainder of your permit fees. Upon remittance of payment, we can issue the permit and return the approved plans the same day.



**7. If my property has covenants attached to it, how will that affect me in getting a building permit?**

Although Klickitat County has no authority to enforce covenants, it is a good idea to check this. Covenant restrictions are the responsibility of the property owner.