City of Asotin www.cityofasotin.org
Phone: 509-243-4411 PO Box 517 121 Cleveland Street Asotin WA 99402 Fax: 509-243-1223

Mechanical Permit Application Requirements

The following information is required to be submitted with your Mechanical Permit Application.

Your Mechanical Permit Application cannot be accepted or processed unless all of the information is provided.

Required Information:

1. Fill in items 1 - 9 on the application form.
2. Fill in the appropriate type, quantity, and BTU/CFM rating of the appliance installed.
3. Installers Name and License #.
4. Provide a gas piping plan if new gas piping is installed.

Permits are processed in the order they are received. Permits are normally issued within two weeks from date submitted. Please be as accurate and thorough as possible.

Inspections Required for Installation of Mechanical Equipment

INSTALLATION:

Heating and cooling equipment and ducts installed, prior to concealment of equipment and/or ducts and prior to connection to a power and/or fuel source.

The Uniform Mechanical Code (UMC), section 305, prohibits the connection of any Mechanical device regulated by the UMC to a power or fuel source without approval from the Building Official.

FINAL:

Heating and cooling equipment and ducts complete and system is operational.

To request an inspection please call Bill Frye at 509-552-0085. 24 hours' notice is required.
Please give name, location, type of inspection and permit number.

Approved plans and inspection card must be on site for Inspection.

If you have Questions about when Inspections are needed please call City of Asotin Building Inspector Bill Frye at 509-552-0085.

City of Asotin Building Inspector
Waste Water Treatment Plant Operator
Bill Frye, CCS1, WDM2
3699 Riverside Dr
Asotin WA 99402
509-552-0085

City of Asotin Building Inspector I
Public Works Superintendent
Bob Portlock
208-791-4663

City of Asotin

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Permit#_____

Building Permit Application

1. Site Location/Address: _____

2. Parcel#: _____ Block#: _____ Lot#: _____ Addition: _____

3. Owners Name, Address & Phone #: _____

4. Contractor's Name, Address & Phone#: _____

   Contractor's License #_____

5. Architect/Designer Name Address & Phone#: _____
   Contact Name: _____

6. Engineer Name, Address & Phone#: _____
   Contact Name: _____

7. Describe Work: _____

8. Intended Use of Building: _____

9. Valuation of Work: $_____
(Planning)

Zone: _____ Lot Size (Actual)_____ Lot Size (Min)_____

Setbacks (Actual) Front_____ Side_____ Rear_____

Setbacks (Minimum) Front_____ Back_____ Rear_____

C.U.P#:_____ Conditions Attached: _____ Variance#_____

Zone Change#_____

Lot#_____ Block#_____ Additions_____ Zoning_____

Approved By_____ Date_____

(Building Area in Square Feet)
1st Floor_____ 2nd Floor_____ Basement_____ Garage_____ Deck_____ Porch_____

Construction Type_____ Occupancy_____ Valuation_____

Permit Fee $_____ Plan Fee $_____

Department of Revenue Washington State

WASHINGTON STATE DEPARTMENT OF REVENUE

LOCAL SALES TAX CHANGE

Asotin County
Public Safety Tax
Effective April 1, 2020

Effective April 1, 2020, local sales and use tax within Asotin County will increase three-tenths of one percent (.003). The tax will be used for criminal justice and public safety purposes.

Businesses must collect the appropriate new rate of sales tax for retail sales and services provided within Asotin County. Persons or businesses within Asotin County will be subject to the new rate of use tax on items purchased for their personal or business use if sales tax has not been paid.

The retail sale or use of motor vehicles, and the lease of motor vehicles for up to the first thirty-six months of the lease, **are exempt from the public safety tax imposed**. Please refer to the Asotin County Public Safety Tax Car Dealers and Leasing Companies notice for reporting instructions.

The new rates of sales tax are:

Location	Location Code Number	Local Sales Tax Rate	State Sales Tax Rate	Total Sales Tax Rate
Unincorp. Areas	0200	.015	.065	.080
Asotin (City)	0201	.015	.065	.080
Clarkston	0202	.017	.065	.082

To determine the proper codes and rates of local sales tax you may access our Tax Rate Lookup Tool located at dor.wa.gov. On the home page, click on the **Find a sales or use tax rate** link.

This notice is being sent to businesses that have reported local sales or use tax to any of the above location codes within the last year.

If you have questions, or if Sales Tax Collection Schedules are needed, please go to our web site at dor.wa.gov or call the Department of Revenue at 360-705-6705.

State of Washington
Taxpayer Account Administration
PO Box 47476
Olympia WA 98504-7476

For tax assistance or to request this document in an alternate format, please call 360-705-6705. Teletype (TTY) users may use the Washington Relay Service by calling 711.

REV (1/27/20)