



COMMERCIAL BUILDING PERMIT HANDOUT

Effective January 1, 2026, this document is no longer a requirement for the application; instead, it serves as a guide to the information needed to complete the Combination Building Permit Applications in [Citizen Connect](#).

PROJECT ADDRESS:**PARCEL NUMBER:**

New Tenant Improvement Retaining Wall Detention Vault Other

PRIMARY CONTACT PERSON:**PROPERTY OWNER:**

Name: _____

Name: _____

Address: _____

Address: _____

City/State/Zip: _____

City/State/Zip: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

CONTRACTOR:**ENGINEER:**

Company: _____

Company: _____

Contact Name: _____

Contact Name: _____

Address: _____

Address: _____

City/State/Zip: _____

City/State/Zip: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

State Contractor's License #: _____

UBI#: _____

TENANT:**ARCHITECT:**

Company: _____

Company: _____

Contact Name: _____

Contact Name: _____

Address: _____

Address: _____

City/State/Zip: _____

City/State/Zip: _____

Phone: _____

Phone: _____

Email: _____

DEFERRED SUBMITTALS

Plumbing Mechanical Fire Racking Other _____

PROJECT DESCRIPTION

VALUATION: \$ _____

Occupancy Type		Zoning		Floor 1 SF		Floor 4 SF	
Construction Type		Building height		Floor 2 SF		Floor 5 SF	
Mixed Use	Yes No	No of dwelling units		Floor 3 SF		Floor 6 SF	

Applications are received by the Building Official under the provisions of Lake Stevens Municipal Code and shall expire by limitation and become null and void if permit is not obtained within 180 days of this application.

Approved 1/2026