



ELECTRICAL PERMIT APPLICATION

CITY OF EVERETT PERMIT SERVICES
3200 CEDAR STREET, EVERETT, WA 98201
(P) 425-257-8810 | (E) PermitServices@everettwa.gov | www.everettwa.gov/permits

PROJECT SITE INFORMATION

PROJECT ADDRESS:	BUILDING AREA: _____ sq ft
PROJECT TYPE: <input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> ADDITION <input type="checkbox"/> TENANT IMPROVMENT <input type="checkbox"/> REMODEL	
BUILDING USE: <input type="checkbox"/> SFR <input type="checkbox"/> TOWNHOUSE <input type="checkbox"/> DUPLEX <input type="checkbox"/> ADU <input type="checkbox"/> MULTI-FAMILY - # OF UNITS: _____ <input type="checkbox"/> COMMERCIAL	

ELECTRICAL APPLICATION INFORMATION & DESCRIPTION OF WORK

CONTRACT PRICE OF WORK: \$	ASSOCIATED BUILDING PERMIT # (if applicable):
DESCRIBE SCOPE OF WORK:	

THIS INSTALLATION INCLUDES THE FOLLOWING SCOPE: (SELECT ALL THAT APPLY)

LINE VOLTAGE WORK?	<input type="checkbox"/> NO <input type="checkbox"/> YES - Select Scope: <input type="checkbox"/> Service <input type="checkbox"/> Feeder <input type="checkbox"/> Circuits-#: _____ <input type="checkbox"/> Complete Re-wire
LOW VOLTAGE WORK?	<input type="checkbox"/> NO <input type="checkbox"/> YES- # of Devices: _____
SELECT SCOPE (REQUIRED):	<input type="checkbox"/> Data <input type="checkbox"/> Intercom <input type="checkbox"/> Thermostat <input type="checkbox"/> Audio <input type="checkbox"/> Secure Access <input type="checkbox"/> Security System
<input type="checkbox"/> Fire Alarm - Installations under this permit only include electrical wiring rough-in of the system. An additional Fire Alarm Permit is required for review of device location and installation approval.	
<input type="checkbox"/> Other (List All): _____	

CODE COMPLIANCE

IS THIS PERMIT EDUCATION, INSTITUTIONAL, HEALTH AND/OR PERSONAL CARE FACILITIES: NO YES -- See Below & Pg. 2

By checking this box, I am stating that I have read and understand all of **WAC 296-46B-900, selected the specific reason on page 2 of this application (see next page)**, AND Plan Review is NOT required because I meet all of the following sub sections that do not require Plan Review.
See Page 2

ARE YOU AN OWNER PERFORMING WORK AS THE CONTRACTOR WITHOUT ELECTRICAL LICENSURE: NO YES -See Below & Pg. 3

Pursuant to RCW 19.28.261, property owners and leaseholders cannot perform electrical work on buildings for rent, sale, or lease without the proper electrical licensing and certification, or exemption. By checking this box, I am stating that **I have completed and signed the AFFIDAVIT on page 3 of this application** to receive an exemption from this licensing/certification requirement.

CONTACT INFORMATION

OWNER NAME:	TENANT BUSINESS NAME (If Commercial):
OWNER MAILING ADDRESS: STREET	
CITY	STATE ZIP
OWNER PHONE:	OWNER EMAIL:
CONTRACTOR NAME:	
CONTRACTOR ADDRESS: STREET	
CITY	STATE ZIP
CONTRACTOR PHONE:	CONTRACTOR EMAIL:
CONTRACTOR LIC. #(REQUIRED):	CITY OF EVERETT BUSINESS LIC. #(REQUIRED):
PRIMARY CONTACT: <input type="checkbox"/> OWNER <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> OTHER (Please Specify) _____	
CONTACT NAME:	CONTACT PHONE:
	CONTACT EMAIL:

AGREEMENT: I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be completed whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. That I am authorized by the owner of this property to perform the work for which application is made and I comply with the State Contractors Law 18.27 RCW and 296.200 WAC.

City of Everett Official Use Only

PERMIT #: E

Owner/Authorized Agent Signature _____ Date _____

(Revised 4/5/2022)

WAC 296-46B-900: ELECTRICAL PLAN REVIEW

DIRECTIONS: Read the WAC section below to determine if plan review is required or not required. Then select the box next to (a) to tell City Staff if plan review is not required and select the box next to the specific reason from WAC 296-46B-900. If plan review is required, select the box next to (b) and (c) to acknowledge that plan review is required and the electrical plans have been provided with this permit application.

*** If item (a)-(ii, iii, or v) is selected, the work must also comply with section (a)-(vii). See arrow flow chart below.**

(3) Electrical plan review.

- (a) Electrical plan review is **not required** for:
 - (i) Low voltage systems;
 - (ii) Lighting specific projects that result in an electrical load reduction on each feeder involved in the project;
 - (iii) Heating and cooling specific retrofit projects that result in an electrical load reduction on each existing feeder involved in the project, provided there is not a corresponding increase in the available fault current in any feeder.
 - (iv) Stand-alone utility fed services that do not exceed 250 volts, 400 amperes where the project's distribution system does not include:
 - (A) Emergency systems other than listed unit equipment per NEC 700.12(F);
 - (B) An essential electrical system defined in NEC 517.2; or
 - (C) A required fire pump system.
 - (v) Modifications to existing electrical installations where all of the following conditions are met:
 - (A) Service or distribution equipment involved is rated not more than 400 amperes and does not exceed 250 volts or for lighting circuits not exceeding 277 volts to ground;
 - (B) Does not involve emergency systems other than listed unit equipment per NEC 700.12(F);
 - (C) Does not involve branch circuits or feeders of an essential electrical system as defined in NEC 517.2; and
 - (D) Service or feeder load calculations are increased by 5% or less.
 - (vi) Electric power production source(s) such as solar photovoltaic, fuel cell, or wind electric system(s) with a total rating of 9600 watts or less.
 - (vii) For installations in (a)(ii), (iii), and (v) of this subsection to be considered, the following must be available to the electrical inspector before the work is initiated:
 - (A) A clear and adequate description of the project's scope;
 - (B) A load calculation(s);
 - (C) What the load changes are, providing both before and after panel schedules as needed; and
 - (D) Provide information showing that the service and feeder(s) supplying the panel(s) where the work is taking place has adequate capacity for any increased load and has code compliant overcurrent protection for that supply.
- (b) Electrical plan review is required for all other new or altered electrical projects in educational, institutional, or health care occupancies defined in this chapter.
- (c) If a review is required, the electrical plan must be submitted for review and approval before the electrical work is begun.

Table 900-1
Health or Personal Care Facilities

Health or Personal Care Facility Type	Plan Review Required
Hospital	Yes
Nursing home unit or long-term care unit	Yes
Boarding home	Yes
Assisted living facility	Yes
Private alcoholism hospital	Yes
Private psychiatric hospital	Yes
Maternity home	Yes
Ambulatory surgery facility	Yes
Renal hemodialysis clinic	Yes
Residential treatment facility	Yes
Enhanced service facility	Yes
Adult residential rehabilitation center	Yes

Table 900-2
Educational and Institutional Facilities, Places of Assembly, or Other Facilities

Educational, Institutional, or Other Facility Types	Plan Review Required
Educational	Yes
Institutional	Yes

Notes to Tables 900-1 and 900-2.

1. A city authorized to do electrical inspections may require plan review on facility types not reviewed by the department.

PERMIT # _____

ELECTRICAL PERMIT AFFIDAVIT

Code Exemptions:

A property owner, renter or lessee may purchase a permit to do an electrical installation on his/her own or qualified leased property under the conditions as described in RCW 19.28.261.

A nonprofit corporation with current tax exempt status or a nonprofit religious organization may purchase an electrical permit as described in RCW 19.28.091(7).

I am applying for the property owner exemption under the following conditions:

You must select the option that applies to your situation:

I swear under penalty of perjury that:

- I am a registered general contractor who is installing a temporary electrical service owned by me on a project where I am the general contractor

OR

I swear under penalty of perjury that I am:

- The owner of real property; or
- The renter or lessee of real property. (You must provide a signed letter from the owner of the property granting permission for you as the tenant to perform electrical work on the property); or
- A nonprofit corporation that holds a current tax exempt status as provided under 26 U.S.C. Sec. 501(c)(3) or a nonprofit religious organization, and the total value of the electrical work does not exceed thirty thousand dollars (\$30,000.00).

AND

You must select the option that applies to your situation:

- A single family residence THAT IS NOT intended for rent, sale, or lease AND I will be personally doing the electrical work AND I will occupy the residence for at least 24 months after completion of the electrical work;
- A NEW 2, 3, or 4 unit residential property that IS intended for rent, sale, or lease AND myself and/or a regularly scheduled and paid employee(s) will be doing the electrical work AND I will occupy one of the units for at least 24 months after completion of the electrical work.
- An EXISTING 1, 2, 3, or 4 unit residential property that IS intended for rent, sale, or lease AND myself and/or a regularly scheduled and paid employee(s) will be doing the electrical work;
- A farm AND I, personally, and/or a regularly scheduled and paid employee(s) will be doing the electrical work;
- An EXISTING place of business AND I, personally, and/or a regularly scheduled and paid employee(s) will be doing the electrical work;
- A NEW place of business that is NOT intended for rent, sale, or lease AND I, personally, and/or a regularly scheduled and paid employee(s) will be doing the electrical work; or
- Other property that is NOT intended for rent, sale, or lease AND I, personally, and/or a regularly scheduled and paid employee(s) will be doing the electrical work.
- I am a nonprofit corporation that holds a current tax exempt status as provided under 26 U.S.C. Sec. 501(c)(3) or a nonprofit religious organization and the total market value of the electrical work does not exceed thirty thousand dollars (\$30,000.00), and the electrical work will be performed by appropriately certified electricians or certified and supervised trainees who are volunteering and not being compensated for electrical work per RCW 19.28.091(7).

- I AGREE and wish to purchase an electrical permit under the conditions described above.**

Owner Name (Print)

Owner Signature

Date

PERMIT # _____