



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 existind 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 Applications
✓	B101	1. Building Permit Application - 1 original
✓		Required Submittal Items
		2. Site plan - 2 copies
		3. Shoreline Permit or Shoreline Exemption approval letter with conditions – 1 copy
		4. Construction plans - 2 sets (1 set to carry design professional's original stamp and signature if prepared by a licensed professional). An additional 11"x17" or smaller copy is encouraged, but not required. Details must include ramp construction and guardrail/handrail details.
		5. Engineered plans and calculations, if applicable - 2 Sets (1 set to carry the engineer's original stamp and signature) An additional 11"x17" or smaller copy is encouraged, but not required.

Section 2 – Other Requirements (as applicable)

- A planning inspection for compliance with all Shoreline Permit Conditions is required prior to final by building department
- Prior to final inspection, 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 of 3% will be assessed to each credit/debit card transaction. A \$3.00 fee is assessed for transactions under \$100.