



COMMUNITY DEVELOPMENT
PERMIT DIVISION

806 West Main Street, Monroe, WA 98272
Phone (360) 863-4501 landuse@monroewa.gov
www.monroewa.gov

FOR OFFICE USE ONLY
APPLICATION #(s)
File#
SEPA#

COMBINED PERMIT APPLICATION

RECEIVED
06/20/2025
CITY OF MONROE
App #11458

Permit Submittal Hours:
Monday-Friday 8:00-12:00 / 1:00-5:00

Building Operations Fire Land Use
[] Basic SFR [] Engineering Review [] Fire Alarm [x] Type I Permit
[] Commercial T/I [] Fencing [] Fire Sprinkler [] Type II Permit
[] Demolition [] Grading [] High Piled Storage [] Type III Permit
[] Garage/Carport [] Retaining wall [] Hood Suppression [] Type IV Permit
[] Mechanical [] Rockery [] Spray Booth [] See permit types listed in
[] New Construction [] Right-of-Way Disturbance [] Tents & Canopies Monroe MMC
[] Plumbing [] Utility Service [] Other [] Other
[] Racking
[] Residential Remodel
[] Other

NOTE: All required Electrical Permits will be issued by the Dept. of Labor & Industries.

THIS APPLICATION WILL NOT BE ACCEPTED WITHOUT COMPLETED SUBMITTAL REQUIREMENTS

Site Address or Property Location:

Size of site (acre/square feet):

Assessor's Tax Parcel Number (14 digits):

Applicant: Phone # ()

*Signature: [Signature] Printed Name:

Mailing Address:

City State Zip E-mail

Property Owner: Phone # ()

**Signature: [Signature] Printed Name:

Mailing Address:

City State Zip E-mail

Attach a separate sheet for additional property owners/additional addresses.

*Applicant: By your signature above, you hereby certify that the information submitted is true and correct and that you are authorized by the property owner(s) to act on their behalf.

**Property Owners: by your signature above, you hereby certify that you have authorized the above applicant to make application on your behalf for this application.

Combined Permit Application Land Use - Page 2

Forest Tax Reporting Account Number (if harvesting timber call the Department of Revenue at (800) 548-8829 for tax reporting information or to receive a tax number): _____

Give a detailed description below of the proposal/work. Provide details specific to your application e.g., description Of proposed business including hours of operation, number of employees, existing and proposed parking spaces.

This project proposes to construct a new drive-thru coffee stand on the site with access from both E. Fremont St. and S. Ferry Ave.

There will be an asphalt drive across the site with the remainder of the site as pervious gravel. There will also be a trash enclosure and a small storage shed.

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Planning Application Fee: _____

Publication Fee: _____

Fire Plan Check Fee: _____

Mailing Fee: _____

SEPA Fee: _____

Technology Fee: _____

Hearing Examiner Deposit: \$1,000 \$2,500

Consultant Review Fee (if applicable) – Deposit for estimated cost + 10% Admin fee: _____