



If you have any questions,  
please feel free to give us a call.  
(509) 773-3706 or (800) 583-8078

Or come by the office at:  
115 West Court Street, MS-301  
Goldendale, WA

Office Hours:  
Monday-Friday 8am – 5pm

[www.klickitatcounty.org](http://www.klickitatcounty.org)  
buildingdept@klickitatcounty.org

Klickitat County Planning Dept.  
115 West Court Street, MS-302  
Goldendale, WA 98620  
509-773-5703 or 800-765-7239

Klickitat County Road Dept.  
115 West Court Street, MS-303  
Goldendale, WA 98620  
509-773-4616 or 800-583-8074

Klickitat County Health Dept.  
115 West Court Street, MS-103  
Goldendale, WA 98620  
509-773-4565 or 888-291-3521

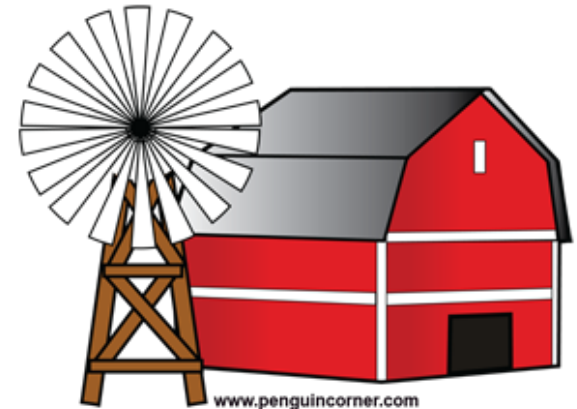
Klickitat County Health Dept.  
501 NE Washington St.  
White Salmon, WA 98672  
509-493-1558 or 888-267-1199

Electrical Inspector/Permits  
State of Washington  
Department of Labor & Industries  
312 SE Stonemill Dr., Ste. 120  
Vancouver, WA 98684  
360-896-2300

Klickitat County PUD  
1313 S Columbus St.  
Goldendale, WA 98620  
509-773-5891 or 800-548-8357

If your property is located in the National Scenic Area, the Columbia River Gorge Commission requires you to comply with all National Scenic Area regulations. They can be contacted at 509-493-3323

## SPECIAL OUTBUILDING PERMIT INFORMATION



**NOTE:** Klickitat County would **strongly** recommend that any individual obtain a normal building permit which has undergone a thorough and comprehensive plan review, including structural analysis, for any structure they intend to build.

This brochure will give you basic information you will need to submit a Special Out-building Permit application.

### 1. What is a Special Out-Building Permit (SBD)?

In addition to the normal permitting requirements, an applicant, at their discretion, may qualify for a special out-building permit which allows for certain **private** structures such as garages, carports, sheds, and agricultural buildings to be exempt from certain provisions of the International Codes, if the structure complies with specific requirements. The structure must still comply with most other requirements including zoning set-backs, road approach and environmental health matters.

### 2. How do I apply for a permit?

Provide the required information on the forms you receive from the Building Department.

### 3. What information do I provide?

Building Permit Application – A complete and legible application is required. The more information you provide at the start, the fewer delays there will be in processing your application.

Plot Plan – This form has two parts, the upper grid where you draw a map so that the Building Inspector can find your project location and the lower grid to show us where the building is located on your property. Be sure to provide the necessary distances, ie: from property lines, other structures, sewer systems, well, etc., on all four sides of the structure(s) being permitted.

Statement of Acknowledgement – Complete (print or type) the form and sign in the presence of a Notary.

### 4. What will my permit cost?

The fee for this permit has been set at 2 hrs administration time, as per Klickitat County Code, Current Fee Schedule, plus Washington State Building Code Fee and actual current recording fees as set forth by the RCW for recording fees, to record the required Statement of Acknowledgement.

### 5. Are there any other permits required?

If your project includes electrical work, plumbing, etc., you will need to obtain necessary permits for that work.

### 6. Must I do the work myself?

**Yes.** When obtaining a permit, you will be asked to sign a Statement of Acknowledgement indicating this structure is owner-built (**no mobile/manufactured home, commercial coach, recreational vehicle, container, etc., allowed**) and that you understand and comply with all requirements of the Out-Building permit exemption. Your signature **must** be notarized and a copy will be recorded with the Klickitat County Auditor's Office.

### 7. Can I attach a new Special Out-Building Structure to another structure?

The new structure is to be separated from all other structures by a minimum of 45 feet. **Exception:** Building adjacent or close to another permitted SBD as long as other setback requirements are met.

### 8. How close can a Special Out-Building be to my property lines?

The required set-backs for this type of permitted structure is set at 100 feet from **all** property lines. **Exception:** SBD

Structure is to be used as an agricultural building **and** is located in Extensive Agriculture(EA), Forest Resource(FR), Resource Lands(RL), or Open Space(OS) zoning designations, **and** is a minimum 20 acre legal lot of record, then the setbacks shall be per the zoning designation and/or International Building Code setback requirements, whichever is greater.

### 9. What inspections are required?

No plan review or structural inspections shall be performed by the Klickitat County Building Department and therefore, assumes no liability for the structural integrity, set-backs or other applicable codes, regulations or requirements normally enforced by this jurisdiction.

### 10. Can Klickitat County help me with the design of this structure?

Klickitat County will be unable to assist you in **any way** with the design of this structure.

### 11. How long is my permit valid?

You must start construction within 180 days of permit issuance or the permit will become invalid. No extension of application or permit will be issued. An on-site inspection will be performed by Klickitat County Building Department after 180 days from the issuance of the permit to verify commencement of work only.

**For more specific information, contact the Klickitat County Building Department.**