



Building Safety Division
210 W. 6th Avenue
Kennewick, WA. 99336
Phone (509) 585-4561
www.go2kennewick.com

Residential Permit Submittal Checklist Adult Family Home

You may apply for a Residential Building Permit online at [Customer Self Service](#). Once you have registered for a username and password, log in and select Apply, then select the type of permit for which you are applying and follow the prompts. If you need assistance, please contact us at (509) 585-4266.

Information needed at time of submittal:

- Name of Adult Family Home

Information needed at time of inspection:

- Inspection form from the Washington State Department of Social & Health Services (City inspector will fail the inspection if this paperwork is not on site.)

Fees are required to be paid before inspections can be scheduled. The applicant will be invoiced for the fees following submittal.

Note: This checklist is not a substitute for codes and regulations. The applicant is responsible for compliance with all codes and regulations, whether or not described in this document. Building Official may require additional documentation as needed.