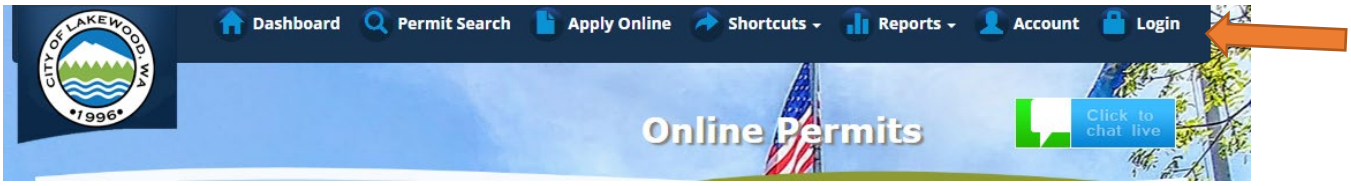
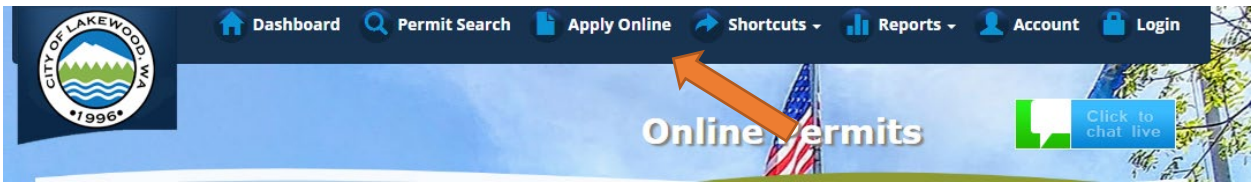
Submitting Demolition Application

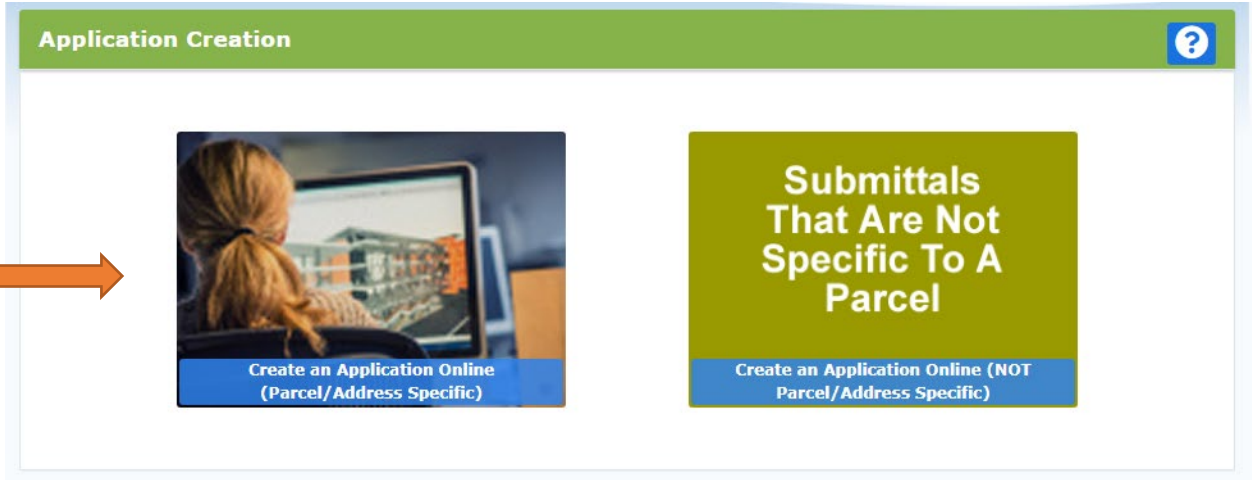
- Start at https://pals.cityoflakewood.us/palsonline/#/dashboard and click on Login at the top of the page and enter your email address and password.
    - If you do not currently have an account you will need to sign up for one before moving on. You will be asked to provide basic information.



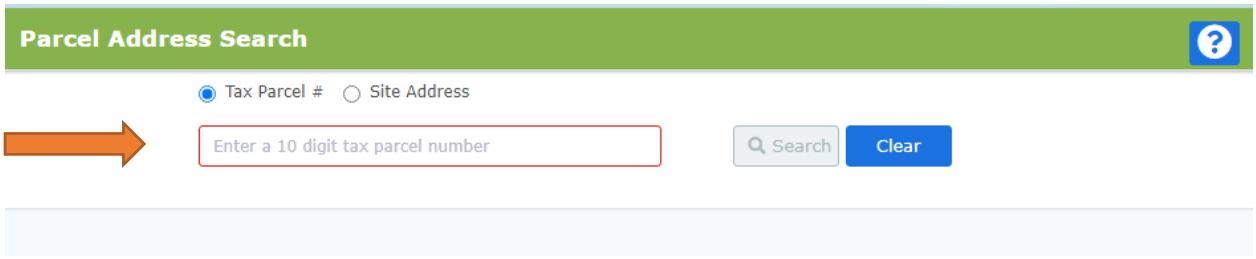
- Once logged in click on “Apply Online” along the top of the site.



- Select “Create an Application Online (Parcel/Address Specific)

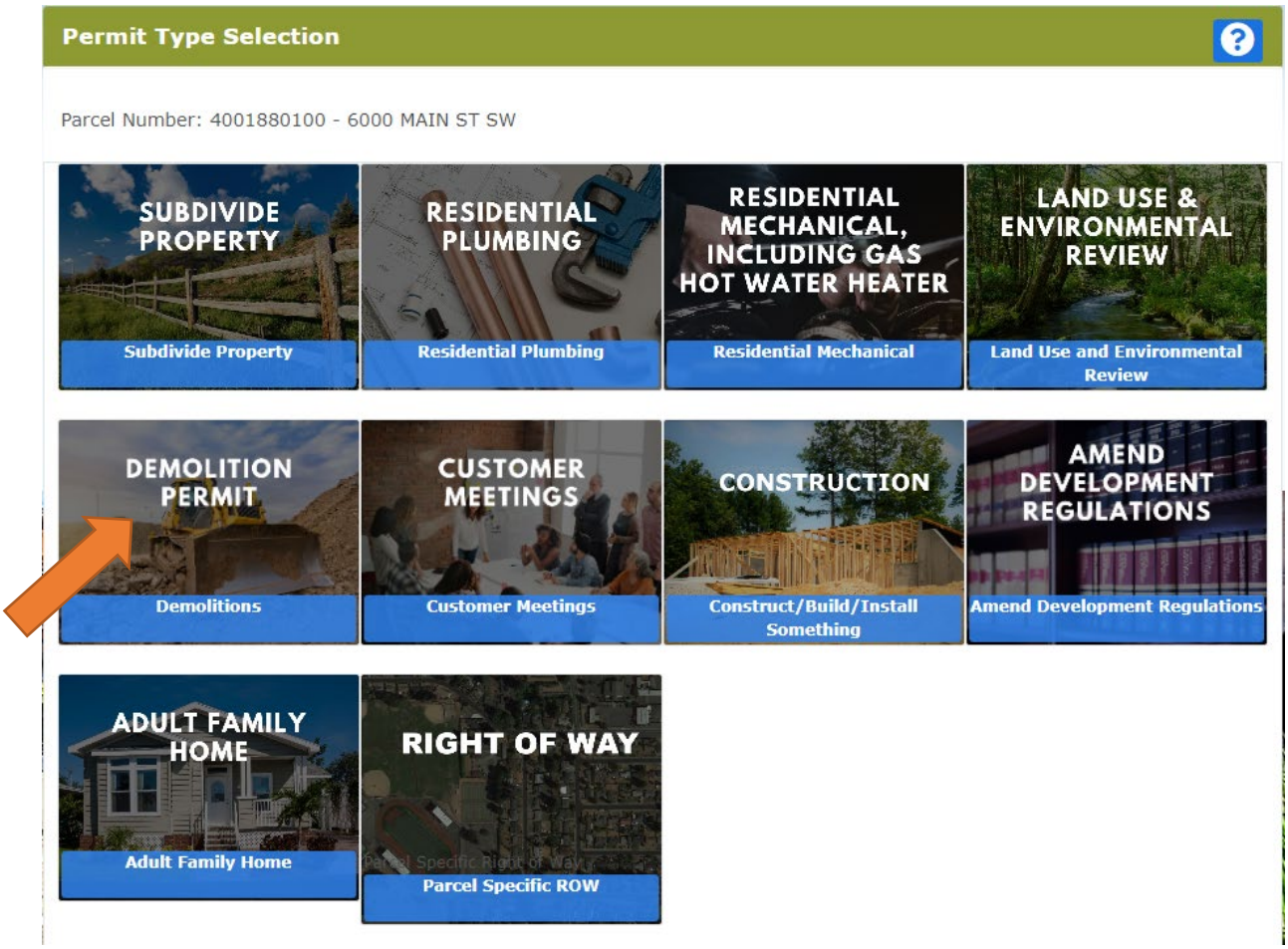


- Select either Tax Parcel # or Site Address option. Then parcel number or address in the text box.



- The following page is to confirm the address or parcel you've entered – you can click "Create" to move forward.

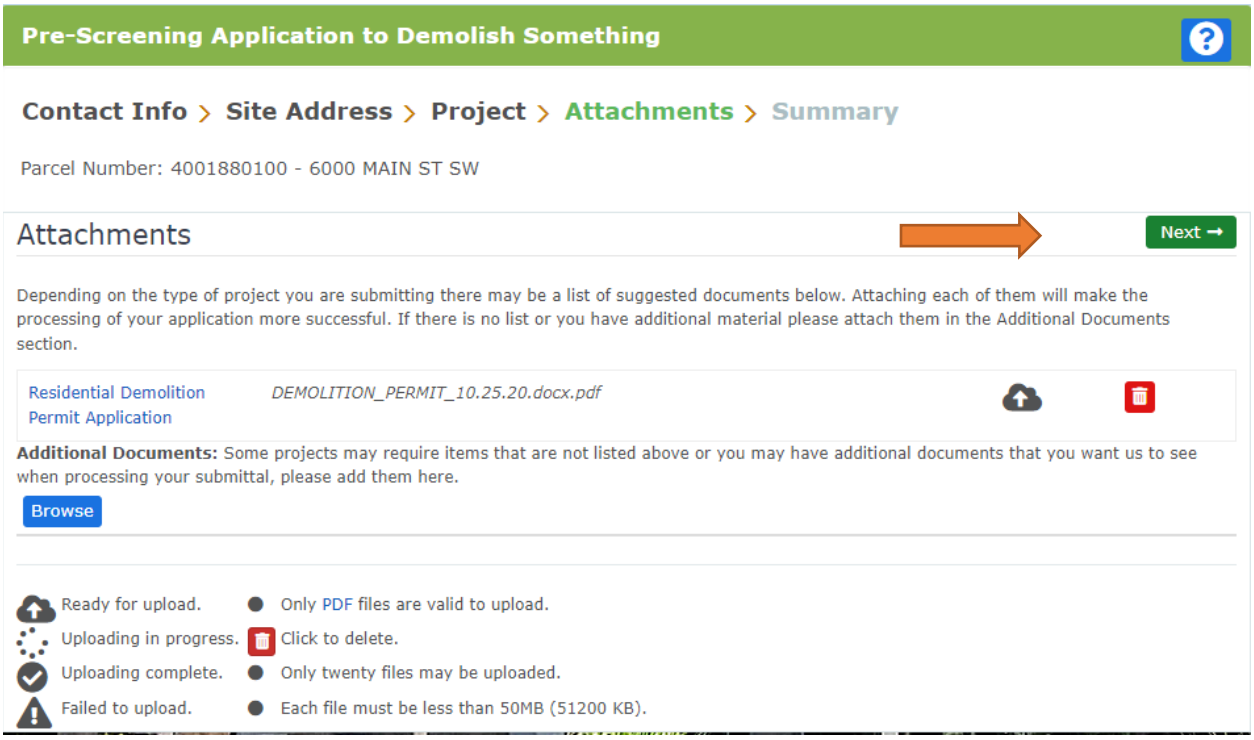
- Select "Demolition Permit"



- The proceeding screens will just ask you to confirm your information and the Site Information.
- Project Information
    - Type of Project: Commercial or Residential

- Short Description of Project – Include a brief description of the scope of work to be performed.

- The next screen is where you'll be able to upload the permit application(s).
  - If you've already completed the required applications and saved it/them to your computer all you'll need to do is click "Browse" and select the correct file.
  - If you have not completed the actual application you're able to select the document and complete it from there. You will be required to print out the document, complete it, and scan it to your computer before moving forward.
- Once all the necessary documents have been uploaded you will be able to select "Next"



- Once you click "Next" the system will ask that you confirm the information and uploads included. Once confirmed you can click "Submit".

Pre-Screening Application to Demolish Something

Contact Info > **Site Address** > **Project** > **Attachments** > **Summary**

Parcel Number: 4001880100 - 6000 MAIN ST SW

Summary

Submit →

Please validate that the below information is correct.
Keep in mind that items missing from the application/submittal may result in a delay before we can begin project review.
Edit if necessary, then click 'Submit'.

	Parcel Number:	4001880100
Edit	Site Address:	6000 MAIN ST SW
Edit	Project Type: Work Description:	Demolitions test
Edit	Applicant:	[redacted] 6000 Main St Lakewood, WA 98499
Edit	Attachments:	Residential Demolition Permit Application — DEMOLITION_PERMIT_10.25.20.docx.pdf